

September 21, 2020
6:00 PM

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

1. **Call to Order** – I call the September 21, 2020 Finance Committee Meeting to order.

Please silence or turn off cell phones

2. **Finance-**
 - a. Danielle Berube, Finance Director, will update the Committee on the August 2020 financials.
 - b. Danielle Berube, Finance director, will discuss results for annual audit RFP.

Adjournment

The Finance Committee is composed of Councilors Smart (Chair), May, Brissette and Council President Peterson.

City of Old Town
FY 2020-2021 Monthly Notes
August 2020

Revenue

Taxes committed and billed on 08/04/20

Public Safety-Grant Revenue billed RSU \$41,352 for 50% of School Resource Officer

Expense Summary

Manager –

Heavy Equipment - \$24,426 Cargo Van and \$11,966 for car cameras

Buildings - \$1,125 wiring for Animal Orphanage

Police – Other contractual \$10,704 for year 2 of Body camera contract, and annual membership Callyo \$3,000

Fire – Equipment Repair - \$22,751 in repairs to #378 rescue truck for engine and transmission rebuild, \$7,767 has been reimbursed by insurance.

EMT – Other contractual \$3,000 for Atlantic Partners EMS ½ Educational Contract cost \$2,000 and Annual Membership \$1,000

Public Works – Other Contractual \$19,200 boat ramp

Library – Software License \$4,000 annual Library membership

Pollution - Capital Outlay \$5,019 for Phase 3 of plant LED light upgrade

All Departments Revenue Summary

Department(s): 01 - 60
August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
01 - General Government	17,128,141.00	10,770,691.16	11,192,847.83	5,935,293.17	65.35
010 - Property Taxes for General Pur	10,026,021.00	10,105,219.61	10,105,219.61	-79,198.61	100.79
4001 - Net Tax Assessment	10,026,021.00	10,105,219.61	10,105,219.61	-79,198.61	100.79
015 - Public Service Taxes	1,507,500.00	166,644.57	339,861.54	1,167,638.46	22.54
4050 - Motor Vehicle Excise Tax	1,475,000.00	166,404.77	333,833.74	1,141,166.26	22.63
4070 - Housing Authority PILOT	25,000.00	0.00	0.00	25,000.00	0.00
4080 - Boat Excise Tax	2,000.00	239.80	1,237.80	762.20	61.89
4090 - Vets Excise Tax Loss	5,500.00	0.00	4,790.00	710.00	87.09
020 - Charge for Services	1,331,956.00	21,754.33	23,185.75	1,308,770.25	1.74
4540 - Tipping Fees	7,200.00	1,174.83	2,286.75	4,913.25	31.76
4545 - PAYT Bag Sales	110,000.00	19,767.50	19,865.00	90,135.00	18.06
4550 - JRL Tipping Fees	1,150,000.00	0.00	0.00	1,150,000.00	0.00
4555 - JRL Impact Fee	60,000.00	0.00	0.00	60,000.00	0.00
4565 - Electrical Inspection	4,756.00	812.00	1,034.00	3,722.00	21.74
025 - License, Permits and Fees	114,570.00	8,263.30	15,318.50	99,251.50	13.37
4200 - Vehicle Registration Fee	15,000.00	3,686.00	8,638.00	6,362.00	57.59
4205 - Permits	373.00	30.00	30.00	343.00	8.04
4210 - City Clerk Monthly Fees	15,000.00	1,100.80	2,341.00	12,659.00	15.61
4215 - ATV, Boat, Hunt & Fish Fees	2,000.00	95.00	338.00	1,662.00	16.90
4225 - Cable TV Franchise Fee	70,000.00	0.00	0.00	70,000.00	0.00
4235 - Plumbing Permit Fees	2,355.00	682.50	810.00	1,545.00	34.39
4240 - Building Permit Fees	9,842.00	2,669.00	3,161.50	6,680.50	32.12
030 - Investment Income	52,000.00	7,920.65	18,227.91	33,772.09	35.05
4600 - Interest on Taxes	28,000.00	2,740.17	4,364.23	23,635.77	15.59
4610 - Investment Income	24,000.00	5,180.48	13,863.68	10,136.32	57.77
035 - Miscellaneous Revenue	197,880.00	873.64	123,449.93	74,430.07	62.39
4735 - Lien Fees	9,000.00	676.37	1,285.49	7,714.51	14.28
4775 - Miscellaneous Revenue	131,200.00	57.27	121,884.44	9,315.56	92.90
4780 - Treasurer Revenue	56,000.00	0.00	0.00	56,000.00	0.00
4781 - YMCA Phone Reimbursement	840.00	70.00	140.00	700.00	16.67
4782 - Rec. Center Phone Reimbursemen	840.00	70.00	140.00	700.00	16.67
040 - Sale of Cap Assets	25,000.00	0.00	9,526.70	15,473.30	38.11
4950 - Sale Of Tax Property	25,000.00	0.00	2,100.00	22,900.00	8.40
4955 - Sale Of City Owned Property	0.00	0.00	7,426.70	-7,426.70	----
045 - Capital Reserve Transfers In	599,850.00	0.00	0.00	599,850.00	0.00
4770 - TIF Project Financing	497,000.00	0.00	0.00	497,000.00	0.00
4855 - Economic Development Transfer	102,850.00	0.00	0.00	102,850.00	0.00
060 - Intergovernmental and Grants	3,273,364.00	460,015.06	538,057.89	2,715,306.11	17.05
4305 - JRL PILOT	350,000.00	0.00	0.00	350,000.00	0.00
4310 - Homestead	325,530.00	381,048.00	381,048.00	-55,518.00	117.05
4315 - B.E.T.E	2,130,000.00	0.00	0.00	2,130,000.00	0.00
4320 - State Municipal Rev Sharin	437,834.00	78,556.86	176,599.69	261,234.31	40.33
4325 - Snowmobile State Reimburse	1,500.00	0.00	0.00	1,500.00	0.00
4335 - Tree Growth	18,000.00	0.00	0.00	18,000.00	0.00
4345 - General Assistance Reimburse.	10,500.00	410.20	410.20	10,089.80	3.91
02 - Public Safety	888,691.00	93,427.89	153,288.58	735,402.42	17.25
020 - Charge for Services	843,239.00	52,155.73	111,356.42	731,882.58	13.21
4520 - Emergency Vehicle Services	618,000.00	52,098.73	110,924.42	507,075.58	17.95
4525 - Fire Services	73,200.00	0.00	0.00	73,200.00	0.00
4530 - Police Service	3,000.00	57.00	432.00	2,568.00	14.40
4535 - Ambulance Agreements	149,039.00	0.00	0.00	149,039.00	0.00

All Departments Revenue Summary

Department(s): 01 - 60
August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
02 - Public Safety CONT'D					
025 - License, Permits and Fees	1,800.00	-130.00	110.00	1,690.00	6.11
4230 - Gun Permits	300.00	-130.00	110.00	190.00	36.67
4250 - Leased Parking	1,500.00	0.00	0.00	1,500.00	0.00
035 - Miscellaneous Revenue	2,300.00	50.16	470.16	1,829.84	20.44
4100 - Traffic Fines	1,500.00	20.00	40.00	1,460.00	2.67
4120 - Court Fees	500.00	30.16	430.16	69.84	86.03
4130 - Court Restitution	300.00	0.00	0.00	300.00	0.00
060 - Intergovernmental and Grants	41,352.00	41,352.00	41,352.00	0.00	100.00
4410 - DOJ School Officer	41,352.00	41,352.00	41,352.00	0.00	100.00
03 - Public Works					
025 - License, Permits and Fees	44,500.00	6,866.14	9,185.50	35,314.50	20.64
4245 - Dump Permits	12,500.00	1,600.00	4,100.00	8,400.00	32.80
035 - Miscellaneous Revenue	32,000.00	5,266.14	5,085.50	26,914.50	15.89
4745 - Public Works Miscellaneous	5,000.00	477.14	-2,079.50	7,079.50	-41.59
4750 - Cemetery Income	12,000.00	4,789.00	7,165.00	4,835.00	59.71
4755 - Cemetery Fund	15,000.00	0.00	0.00	15,000.00	0.00
05 - Culture and Recreation					
020 - Charge for Services	14,300.00	958.10	1,087.30	13,212.70	7.60
4515 - Non-Res Library User Fees	2,800.00	80.00	180.00	2,620.00	6.43
4560 - Milford Library Fees	6,800.00	840.00	840.00	5,960.00	12.35
035 - Miscellaneous Revenue	4,700.00	38.10	67.30	4,632.70	1.43
4110 - Library Fines & Fees	3,200.00	37.50	66.70	3,133.30	2.08
4740 - Library Copier Sales	1,500.00	0.60	0.60	1,499.40	0.04
06 - Airport					
015 - Public Service Taxes	151,780.00	-1,544.30	13,202.25	138,577.75	8.70
4060 - Airplane Excise Tax	3,900.00	0.00	0.00	3,900.00	0.00
020 - Charge for Services	3,900.00	0.00	0.00	3,900.00	0.00
4500 - Airport Sales	147,880.00	-1,544.30	13,202.25	134,677.75	8.93
4510 - Hangar Rentals	47,380.00	-1,594.30	13,152.25	34,227.75	27.76
09 - Reserve Funds					
030 - Investment Income	0.00	1,843.65	2,937.30	-2,937.30	----
4611 - Economic Development	0.00	19.01	38.02	-38.02	----
4612 - Skateboard Park	0.00	14.25	28.50	-28.50	----
4612 - Skateboard Park	0.00	4.76	9.52	-9.52	----
035 - Miscellaneous Revenue	0.00	1,824.64	2,899.28	-2,899.28	----
4776 - Cell Tower Rental	0.00	1,074.64	2,149.28	-2,149.28	----
4779 - Forfeitures	0.00	750.00	750.00	-750.00	----
50 - Library Trust					
035 - Miscellaneous Revenue	0.00	4,336.41	7,658.37	-7,658.37	----
4741 - Library Grants	0.00	4,336.41	7,658.37	-7,658.37	----
4742 - Memorial Books	0.00	16.41	828.37	-828.37	----
4742 - Memorial Books	0.00	4,320.00	6,830.00	-6,830.00	----
Final Totals	18,227,412.00	10,876,579.05	11,380,207.13	6,847,204.87	62.43

All Departments Expense Summary

Department(s): 01 - 60

August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government	4,503,422.00	159,173.17	435,449.18	4,067,972.82	9.67
100 - Central Services Operations	1,656,967.00	39,287.11	126,712.96	1,530,254.04	7.65
10 - Wages	279,827.00	18,213.93	36,829.93	242,997.07	13.16
15 - Taxes and Benefits	295,491.00	15,116.82	25,708.14	269,782.86	8.70
20 - Travel and Training	3,600.00	100.55	309.55	3,290.45	8.60
25 - Professional Fees and Services	52,250.00	2,235.63	10,763.42	41,486.58	20.60
30 - Supplies	26,500.00	548.82	2,478.86	24,021.14	9.35
35 - Insurances	113,550.00	0.00	46,824.00	66,726.00	41.24
40 - Repairs and Maintenance	500.00	0.00	0.00	500.00	0.00
45 - Utilities	6,000.00	515.76	1,031.35	4,968.65	17.19
50 - Advertising and Outreach	20,000.00	2,555.60	2,752.71	17,247.29	13.76
55 - Dues and Subscriptions	1,000.00	0.00	15.00	985.00	1.50
60 - Lease and Capital Equipment	600.00	0.00	0.00	600.00	0.00
70 - Debt and Interest	857,649.00	0.00	0.00	857,649.00	0.00
110 - City Clerk	149,185.00	6,517.31	15,678.24	133,506.76	10.51
10 - Wages	76,280.00	3,858.96	9,555.57	66,724.43	12.53
15 - Taxes and Benefits	40,300.00	2,082.05	4,349.16	35,950.84	10.79
20 - Travel and Training	5,350.00	0.00	0.00	5,350.00	0.00
25 - Professional Fees and Services	5,800.00	26.30	1,130.49	4,669.51	19.49
30 - Supplies	1,450.00	49.22	49.22	1,400.78	3.39
45 - Utilities	1,200.00	37.78	130.80	1,069.20	10.90
50 - Advertising and Outreach	18,300.00	463.00	463.00	17,837.00	2.53
55 - Dues and Subscriptions	505.00	0.00	0.00	505.00	0.00
115 - Elections & Registrations	20,420.00	116.42	2,926.18	17,493.82	14.33
10 - Wages	10,698.00	78.00	2,345.00	8,353.00	21.92
15 - Taxes and Benefits	147.00	5.97	33.73	113.27	22.95
25 - Professional Fees and Services	4,100.00	32.45	440.49	3,659.51	10.74
30 - Supplies	600.00	0.00	106.96	493.04	17.83
40 - Repairs and Maintenance	2,500.00	0.00	0.00	2,500.00	0.00
50 - Advertising and Outreach	2,375.00	0.00	0.00	2,375.00	0.00
120 - City Manger	1,900,435.00	79,195.75	214,146.48	1,686,288.52	11.27
10 - Wages	164,516.00	12,066.82	23,816.62	140,699.38	14.48
15 - Taxes and Benefits	75,191.00	5,336.73	10,533.44	64,657.56	14.01
20 - Travel and Training	2,700.00	0.00	0.00	2,700.00	0.00
25 - Professional Fees and Services	252,700.00	14,089.71	24,805.60	227,894.40	9.82
30 - Supplies	11,100.00	433.71	969.64	10,130.36	8.74
45 - Utilities	2,200.00	101.01	201.85	1,998.15	9.18
50 - Advertising and Outreach	300.00	0.00	0.00	300.00	0.00
55 - Dues and Subscriptions	12,200.00	0.00	313.41	11,886.59	2.57
60 - Lease and Capital Equipment	878,165.00	39,565.11	145,903.26	732,261.74	16.61
65 - Intergovernmental and Grants	501,363.00	7,602.66	7,602.66	493,760.34	1.52
125 - Economic Development	268,239.00	8,641.23	18,253.45	249,985.55	6.80
10 - Wages	82,849.00	6,053.56	14,302.81	68,546.19	17.26
15 - Taxes and Benefits	15,680.00	955.05	2,019.17	13,660.83	12.88
20 - Travel and Training	5,350.00	300.00	300.00	5,050.00	5.61
25 - Professional Fees and Services	102,625.00	203.75	203.75	102,421.25	0.20
30 - Supplies	4,300.00	19.78	126.01	4,173.99	2.93
40 - Repairs and Maintenance	6,000.00	0.00	0.00	6,000.00	0.00
45 - Utilities	1,200.00	67.79	135.41	1,064.59	11.28
50 - Advertising and Outreach	32,600.00	44.00	44.00	32,556.00	0.13
55 - Dues and Subscriptions	2,635.00	997.30	1,122.30	1,512.70	42.59
65 - Intergovernmental and Grants	15,000.00	0.00	0.00	15,000.00	0.00
130 - Code Enforcement	117,268.00	7,134.85	15,236.26	102,031.74	12.99
10 - Wages	71,221.00	5,475.20	10,930.40	60,290.60	15.35

All Departments Expense Summary

Department(s): 01 - 60

August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
01 - General Government CONT'D					
15 - Taxes and Benefits	21,847.00	1,590.89	3,125.34	18,721.66	14.31
20 - Travel and Training	4,450.00	0.00	0.00	4,450.00	0.00
25 - Professional Fees and Services	17,500.00	0.50	1,044.17	16,455.83	5.97
30 - Supplies	500.00	0.00	0.00	500.00	0.00
45 - Utilities	1,100.00	68.26	136.35	963.65	12.40
50 - Advertising and Outreach	350.00	0.00	0.00	350.00	0.00
55 - Dues and Subscriptions	300.00	0.00	0.00	300.00	0.00
140 - Assessor	172,808.00	9,674.64	29,811.38	142,996.62	17.25
10 - Wages	115,489.00	7,959.40	16,577.27	98,911.73	14.35
15 - Taxes and Benefits	19,819.00	1,536.52	3,123.58	16,695.42	15.76
20 - Travel and Training	6,000.00	107.46	683.42	5,316.58	11.39
25 - Professional Fees and Services	26,550.00	3.00	8,991.39	17,558.61	33.87
30 - Supplies	600.00	0.00	0.00	600.00	0.00
40 - Repairs and Maintenance	600.00	0.00	0.00	600.00	0.00
45 - Utilities	1,500.00	68.26	435.72	1,064.28	29.05
50 - Advertising and Outreach	500.00	0.00	0.00	500.00	0.00
55 - Dues and Subscriptions	750.00	0.00	0.00	750.00	0.00
60 - Lease and Capital Equipment	1,000.00	0.00	0.00	1,000.00	0.00
330 - Municipal Buildings Operations	218,100.00	8,805.86	12,684.23	205,415.77	5.82
25 - Professional Fees and Services	62,851.00	2,171.56	4,736.53	58,114.47	7.54
30 - Supplies	37,440.00	411.87	1,092.63	36,347.37	2.92
40 - Repairs and Maintenance	72,700.00	3,728.61	4,561.25	68,138.75	6.27
45 - Utilities	45,109.00	2,293.82	2,293.82	42,815.18	5.09
02 - Public Safety	4,441,366.00	311,111.67	598,139.91	3,843,226.09	13.47
200 - Police Operations	1,876,173.00	126,008.04	252,053.04	1,624,119.96	13.43
10 - Wages	1,239,365.00	79,152.24	168,670.91	1,070,694.09	13.61
15 - Taxes and Benefits	400,508.00	25,624.67	50,222.67	350,285.33	12.54
20 - Travel and Training	38,500.00	12.00	230.70	38,269.30	0.60
25 - Professional Fees and Services	38,700.00	14,010.00	18,806.88	19,893.12	48.60
30 - Supplies	56,000.00	1,350.40	2,599.72	53,400.28	4.64
40 - Repairs and Maintenance	54,500.00	4,028.25	7,561.04	46,938.96	13.87
45 - Utilities	44,800.00	1,783.73	2,654.37	42,145.63	5.92
50 - Advertising and Outreach	1,300.00	0.00	1,160.00	140.00	89.23
55 - Dues and Subscriptions	2,500.00	46.75	146.75	2,353.25	5.87
210 - Fire Operations	1,403,835.00	96,505.49	172,884.85	1,230,950.15	12.32
10 - Wages	665,111.00	50,479.36	108,483.62	556,627.38	16.31
15 - Taxes and Benefits	222,157.00	14,268.02	28,394.65	193,762.35	12.78
20 - Travel and Training	18,000.00	0.00	0.00	18,000.00	0.00
25 - Professional Fees and Services	15,100.00	2,964.11	3,187.69	11,912.31	21.11
30 - Supplies	59,500.00	688.67	2,041.00	57,459.00	3.43
40 - Repairs and Maintenance	43,500.00	26,289.57	28,091.49	15,408.51	64.58
45 - Utilities	25,000.00	1,815.76	2,686.40	22,313.60	10.75
50 - Advertising and Outreach	2,500.00	0.00	0.00	2,500.00	0.00
55 - Dues and Subscriptions	4,000.00	0.00	0.00	4,000.00	0.00
60 - Lease and Capital Equipment	348,967.00	0.00	0.00	348,967.00	0.00
220 - Ambulance Operations	1,045,168.00	76,789.12	161,208.86	883,959.14	15.42
10 - Wages	665,111.00	50,547.53	109,948.06	555,162.94	16.53
15 - Taxes and Benefits	222,157.00	14,272.49	28,686.60	193,470.40	12.91
20 - Travel and Training	31,000.00	1,968.50	1,968.50	29,031.50	6.35
25 - Professional Fees and Services	11,000.00	3,220.16	9,563.75	1,436.25	86.94
30 - Supplies	49,700.00	3,756.31	6,136.31	43,563.69	12.35
40 - Repairs and Maintenance	27,000.00	1,208.35	2,219.22	24,780.78	8.22
45 - Utilities	24,000.00	1,815.78	2,686.42	21,313.58	11.19

All Departments Expense Summary

Department(s): 01 - 60

August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
02 - Public Safety CONT'D					
55 - Dues and Subscriptions	1,700.00	0.00	0.00	1,700.00	0.00
60 - Lease and Capital Equipment	13,500.00	0.00	0.00	13,500.00	0.00
300 - Public Works Operations	116,190.00	11,809.02	11,993.16	104,196.84	10.32
40 - Repairs and Maintenance	24,420.00	4,642.14	4,867.89	19,552.11	19.93
60 - Lease and Capital Equipment	91,770.00	7,166.88	7,125.27	84,644.73	7.76
03 - Public Works	1,783,821.00	93,457.27	179,741.92	1,604,079.08	10.08
300 - Public Works Operations	1,783,821.00	93,457.27	179,741.92	1,604,079.08	10.08
10 - Wages	713,326.00	48,383.53	105,300.20	608,025.80	14.76
15 - Taxes and Benefits	338,048.00	20,412.78	40,996.43	297,051.57	12.13
20 - Travel and Training	2,678.00	0.00	21.00	2,657.00	0.78
25 - Professional Fees and Services	86,098.00	19,210.52	19,210.52	66,887.48	22.31
30 - Supplies	220,244.00	979.66	1,095.39	219,148.61	0.50
40 - Repairs and Maintenance	394,301.00	2,337.02	9,932.23	384,368.77	2.52
45 - Utilities	27,322.00	1,403.76	2,246.15	25,075.85	8.22
60 - Lease and Capital Equipment	1,804.00	730.00	940.00	864.00	52.11
04 - Sanitation	528,910.00	41,379.58	45,699.64	483,210.36	8.64
120 - City Manager	528,910.00	41,379.58	45,699.64	483,210.36	8.64
25 - Professional Fees and Services	528,910.00	41,379.58	45,699.64	483,210.36	8.64
05 - Culture and Recreation	688,969.00	62,658.34	104,002.18	584,966.82	15.10
310 - Park Maintenance Operations	244,282.00	28,911.96	39,299.60	204,982.40	16.09
10 - Wages	63,654.00	7,120.00	14,864.00	48,790.00	23.35
15 - Taxes and Benefits	4,870.00	544.66	1,137.06	3,732.94	23.35
25 - Professional Fees and Services	101,329.00	18,931.00	18,931.00	82,398.00	18.68
30 - Supplies	33,630.00	992.19	1,016.46	32,613.54	3.02
40 - Repairs and Maintenance	6,843.00	1,158.72	3,185.69	3,657.31	46.55
45 - Utilities	13,905.00	165.39	165.39	13,739.61	1.19
60 - Lease and Capital Equipment	20,051.00	0.00	0.00	20,051.00	0.00
400 - Library Operations	444,687.00	33,746.38	64,702.58	379,984.42	14.55
10 - Wages	286,791.00	19,507.80	42,842.75	243,948.25	14.94
15 - Taxes and Benefits	63,396.00	4,192.32	8,578.48	54,817.52	13.53
20 - Travel and Training	2,300.00	0.00	0.00	2,300.00	0.00
25 - Professional Fees and Services	11,100.00	4,000.00	4,000.00	7,100.00	36.04
30 - Supplies	52,000.00	4,279.92	6,901.71	45,098.29	13.27
40 - Repairs and Maintenance	500.00	0.00	0.00	500.00	0.00
45 - Utilities	28,100.00	1,766.34	2,231.64	25,868.36	7.94
55 - Dues and Subscriptions	500.00	0.00	148.00	352.00	29.60
06 - Airport	254,961.00	13,313.54	29,256.15	225,704.85	11.47
150 - Airport Operations	254,961.00	13,313.54	29,256.15	225,704.85	11.47
10 - Wages	98,990.00	7,521.11	17,821.26	81,168.74	18.00
15 - Taxes and Benefits	9,362.00	656.75	1,538.91	7,823.09	16.44
25 - Professional Fees and Services	58,700.00	149.00	149.00	58,551.00	0.25
30 - Supplies	9,000.00	0.00	1,450.42	7,549.58	16.12
35 - Insurances	2,680.00	3,000.00	3,000.00	-320.00	111.94
40 - Repairs and Maintenance	52,300.00	1,403.32	3,666.91	48,633.09	7.01
45 - Utilities	22,929.00	583.36	831.65	22,097.35	3.63
50 - Advertising and Outreach	450.00	0.00	0.00	450.00	0.00
55 - Dues and Subscriptions	550.00	0.00	0.00	550.00	0.00
60 - Lease and Capital Equipment	0.00	0.00	798.00	-798.00	----
07 - Education	5,369,013.00	447,417.74	894,835.48	4,474,177.52	16.67
120 - City Manager	5,369,013.00	447,417.74	894,835.48	4,474,177.52	16.67
65 - Intergovernmental and Grants	5,369,013.00	447,417.74	894,835.48	4,474,177.52	16.67
08 - County Tax	656,950.00	0.00	0.00	656,950.00	0.00

All Departments Expense Summary

Department(s): 01 - 60
August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
08 - County Tax CONT'D					
120 - City Manager	656,950.00	0.00	0.00	656,950.00	0.00
65 - Intergovernmental and Grants	656,950.00	0.00	0.00	656,950.00	0.00
09 - Reserve Funds	0.00	995.02	995.02	-995.02	----
530 - Community Festival	0.00	122.00	122.00	-122.00	----
30 - Supplies	0.00	122.00	122.00	-122.00	----
540 - Forfeitures - D.A.R.E	0.00	92.95	92.95	-92.95	----
30 - Supplies	0.00	92.95	92.95	-92.95	----
545 - Garford	0.00	780.07	780.07	-780.07	----
30 - Supplies	0.00	780.07	780.07	-780.07	----
Final Totals	18,227,412.00	1,129,506.33	2,288,119.48	15,939,292.52	12.55

All Departments Revenue Summary

Department(s): 80 - 80
August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
80 - Proprietary Funds	1,913,999.00	731.06	3,280.34	1,910,718.66	0.17
020 - Charge for Services	1,396,031.00	-1,492.70	-1,492.70	1,397,523.70	-0.11
4570 - Old Town User Fees	1,290,015.00	0.00	0.00	1,290,015.00	0.00
4571 - Milford User Fees	106,016.00	0.00	0.00	106,016.00	0.00
4572 - User Fee Abatements	0.00	-1,492.70	-1,492.70	1,492.70	----
030 - Investment Income	10,000.00	134.38	267.83	9,732.17	2.68
4610 - Investment Income	10,000.00	134.38	267.83	9,732.17	2.68
035 - Miscellaneous Revenue	15,900.00	2,089.38	4,505.21	11,394.79	28.33
4205 - Permits	100.00	0.00	0.00	100.00	0.00
4601 - Interest on User Fees	6,000.00	1,197.20	2,739.54	3,260.46	45.66
4735 - Lien Fees	7,000.00	825.05	1,698.54	5,301.46	24.26
4775 - Miscellaneous Revenues	2,800.00	67.13	67.13	2,732.87	2.40
045 - Capital Reserve Transfers In	492,068.00	0.00	0.00	492,068.00	0.00
4927 - Debt Redemption Reserve	407,352.00	0.00	0.00	407,352.00	0.00
4928 - Short Lived Assets Reserve	84,716.00	0.00	0.00	84,716.00	0.00
Final Totals	1,913,999.00	731.06	3,280.34	1,910,718.66	0.17

All Departments Expense Summary

Department(s): 80 - 80

August to August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
80 - Proprietary Funds	1,913,999.00	99,444.23	264,096.26	1,649,902.74	13.80
800 - Administration	1,470,549.00	73,915.79	217,558.43	1,252,990.57	14.79
10 - Wages	362,194.00	24,947.73	53,720.69	308,473.31	14.83
15 - Taxes and Benefits	142,737.00	8,981.73	18,209.80	124,527.20	12.76
20 - Travel and Training	4,000.00	0.00	0.00	4,000.00	0.00
25 - Professional Fees and Services	86,600.00	768.05	939.05	85,660.95	1.08
30 - Supplies	6,900.00	259.49	259.49	6,640.51	3.76
35 - Insurances	32,500.00	0.00	12,916.50	19,583.50	39.74
40 - Repairs and Maintenance	14,800.00	1,222.14	1,222.14	13,577.86	8.26
50 - Advertising and Outreach	6,750.00	0.00	0.00	6,750.00	0.00
55 - Dues and Subscriptions	7,000.00	70.00	70.00	6,930.00	1.00
60 - Lease and Capital Equipment	264,716.00	0.00	2,911.26	261,804.74	1.10
70 - Debt and Interest	542,352.00	37,666.65	127,309.50	415,042.50	23.47
802 - Maintenance	176,000.00	2,860.70	24,656.95	151,343.05	14.01
25 - Professional Fees and Services	26,500.00	0.00	0.00	26,500.00	0.00
30 - Supplies	28,500.00	163.27	19,746.76	8,753.24	69.29
40 - Repairs and Maintenance	77,500.00	139.59	1,825.56	75,674.44	2.36
45 - Utilities	33,500.00	2,557.84	3,084.63	30,415.37	9.21
60 - Lease and Capital Equipment	10,000.00	0.00	0.00	10,000.00	0.00
804 - Waste Treatment Facility	197,500.00	12,195.29	15,506.78	181,993.22	7.85
25 - Professional Fees and Services	10,000.00	1,149.97	3,277.64	6,722.36	32.78
30 - Supplies	31,500.00	37.85	456.06	31,043.94	1.45
40 - Repairs and Maintenance	10,500.00	1,137.01	1,568.47	8,931.53	14.94
45 - Utilities	95,500.00	4,851.46	5,185.61	90,314.39	5.43
60 - Lease and Capital Equipment	50,000.00	5,019.00	5,019.00	44,981.00	10.04
806 - Sludge Disposal	69,950.00	5,472.45	6,374.10	63,575.90	9.11
25 - Professional Fees and Services	65,000.00	5,061.05	5,786.90	59,213.10	8.90
40 - Repairs and Maintenance	1,500.00	375.80	375.80	1,124.20	25.05
45 - Utilities	3,450.00	35.60	211.40	3,238.60	6.13
Final Totals	1,913,999.00	99,444.23	264,096.26	1,649,902.74	13.80

September 21, 2020
Monday 6:00 PM
-immediately following the Finance Committee meeting

Agenda
Economic Development Committee
City Hall-Council Chambers, 2nd Floor
265 Main Street, Old Town, Maine

Call to Order - I call the September 21st, 2020 Economic Development Committee Meeting to order.

Please silence or turn off cell phones.

- 1) Economic Development Director, EJ Roach, will provide and update on the following:
 - a. Progress of the OTO Fiber installation project and potential grant funding to install drops to allow for residents to take advantage of future internet service.
 - b. A review and summary of feedback the city received from the Downtown Planning Survey and provide and update on the Downtown Committees progress.
 - c. Planning ahead for the potential State and local adoption of a Commercial Property Assessed Clean Energy Program (C-PACE).

Adjournment- Do I have a motion to adjourn? Second-
All in favor-
Opposed-

The Economic Development Committee is composed of Councilors Ketchen (Chair) May, Folster and Council President Peterson.

September 21, 2020

Monday, immediately following Economic Committee Meeting .

**Agenda
Special Council Meeting
City Council Chambers, 2nd Floor
265 Main Street, Old Town, Maine**

I. Call to Order

Please turn off or silence cell phones.

II. Flag Salute

III. Roll Call

IV. Approval of the Minutes

September 8, 2020 Regular Council Meeting

V. Petitions, Communications, and Citizens' Requests

VI. Reports

A. Council President

**B. Standing Committees –
Finance, Public, Administrative & Economic Services;
Landfill, Legislative, Sewer, Airport & Housing sub-committees**

C. City Councilors

D. City Attorney

E. Special Committees

F. City Manager

VII. Consent Agenda

VIII. Hearings and Second Reading of Ordinances

IX. Old Business

X. New Business

The City Council will consider approval of an application for a Minor Event Permit for St. James Church to hold a Blessing of the Animals to be held at Peace Pole Park in Old Town on October 04, 2020

Suggested motion: Resolved, the Old Town City Council hereby approves an application for a Minor Event Permit for St. James Church to hold a Blessing of the Animals to be held at Peace Pole Park in Old Town on October 04, 2020 and to further waive the permit fee.

Councilor Ketchen

XI. Adjournment



City of Old Town

Council Meeting Minutes September 08, 2020

Council convened May 4, 2020

Councilors present – President Stan Peterson, Councilors Shirley Brissette, Donna Ketchen, Tim Folster, Carol May and Kyle Smart

Administration present – Bill Mayo, EJ Roach, Danielle Berube, Laura Engstrom, Cynthia Jennings and Scott Wilcox.

Others present – Ed Bearer, City Attorney, Leta Theriault, Jim Mitchell, Diane Perro and David Wight

Councilor President Stan Peterson called the meeting to order at 6:00 p.m.

Approval of the Minutes

Resolved, the Old Town City Council hereby approves as presented the August 17, 2020 Finance, Public Services and Special Council Meetings. Motion made by Councilor Brissette, seconded by Councilor May.

Approved, all in favor, 6-0

Petitions, Communications, and Citizens' Requests

Leta Theriault of 1 Heald Street on French Island addressed the Council proposing a suggestion that 2 members from Council, 2 members of Administration from the City and 2 members from French Island meet to discuss the City selling some of the City owned land, lot 189 to abutting properties on French Island. Jim Mitchell 3 Nadeau Street on French Island spoke as well, discussing lot 189 proposal for abutting landowners to purchase or own city property.

Reports

A. Council President

B. Standing Committees – Finance, Public, Administrative & Economic Services; Landfill, Legislative, Sewer, Airport & Housing sub-committees

C. City Councilors

Councilor Kyle Smart asked Bill Mayo, City Manager how long the dumpster would be on Main Street and Bill Mayo said he would check on the status of that.

D. City Attorney

E. Special Committees

F. City Manager

- Bill Mayo stated that there were 350 responses from the Downtown Survey that the Economic Committee put out to the Public. EJ Roach, Economic Development Director will be putting those results together to address the Council.
- He also told the council that St. James Church would like to hold an animal blessing on October 4 at Peace Pole Park in Old Town.
- Bill Mayo stated that EJ Roach would update the City Council on the Maine Development Foundation Grants.

VII. Consent Agenda – Items 1,2,3,4,5 & 6

1. Resolved, the Old Town City Council hereby approves a renewal application for a Malt, Vinous and Spiritous Liquor License and Special Amusement Permit for Old Town Elks Lodge # 1287, 37 Fourth Street, pending final inspection
2. Resolved, the Old Town City Council hereby approves a renewal application of a Lunch Wagon for Joseph Larsen, d/b/a Joes Chuck Wagon, pending final inspection.
3. Resolved, the Old Town City Council hereby accepts an after- deadline redemption on foreclosed property, Account #1869, for Corey Coffin located at 12 Gray's Lane for payment of the 2016-2020 Sewer fees in the total amount of \$2055.66. The City Council further authorizes the City Manager to execute a Municipal Quit-Claim Deed.
4. Resolved, the Old Town City Council hereby accepts an after-deadline redemption on foreclosed property, Account #237, for Kathy McGinn and Gretchen McGinn

located at 91 Bowdoin Ave. for payment of the 2017-2020 Sewer fees in the total amount of \$2314.48. The City Council further authorizes the City Manager to execute a Municipal Quit-Claim Deed.

5. Resolved, the Old Town City Council hereby accepts an after- deadline redemption on foreclosed property for Brian Curtin on account # 68 for 2002 and 2003 sewer fees. Mr. Curtin alleges that the 2002 and 2003 sewer amounts were paid but remain undischarged. The City records reflect that the account is current and therefore, the City Council further authorizes the City Manager to execute a Municipal Quitclaim Deed.
6. Resolved, the Old Town City Council authorizes the City Manager, Bill Mayo to sign the Solar Lease Agreement submitted by Dewitt Solar, LLC.

Motion made by Councilor Brissette, seconded by Councilor Smart
Approved, all in favor, 6-0.

Public Hearings and Second Reading of Ordinances

Old Business

New Business Items- 1, 2, 3, 4, 5 & 6

1. Resolved, the Old Town City Council hereby approves issuance of a Proclamation in observance of Constitution Week September 17th through the 23rd, sponsored by the Old Town-Orono Esther Eayers Chapters Daughters of the American Revolution.

Motion made by Councilor Folster, seconded by Councilor Brissette.
Approved, all in favor, 6-0.

2. Resolved, the Old Town City Council hereby abates the Personal Property taxes for Acct. # 393, Super Cuts in the amount of \$379.48.

Motion made by Councilor Smart, seconded by Councilor Ketchen.
Approved, all in favor, 6-0.

3. Resolved, the Old Town City Council hereby acknowledges and consents to the foregoing assignment of Credit Enhancement Agreement ("Assignment") by Southstreet Development Company, LLC ("Southstreet Development") to ENI 671 Stillwater Avenue LLC ("ENI").

Motion made by Councilor Ketchen, seconded by Councilor Folster.
Approved, all in favor, 6-0.

4. Resolved, the Old Town City Council hereby approves granting of an Easement to Bangor Gas Company, LLC for utility purposes of installing an underground gas line located on Jefferson Street. Gas line running from Oak Street to Lincoln Street and further authorizes the City Manager to execute said Easement.

Motion made by Councilor Folster, seconded by Councilor May
Approved, all in favor, 6-0.

5. Resolved, the Old Town City Council hereby approves an application for a Minor Event Permit for the Old Town Boy Scout Troop # 76 to hold a Sailboat Regatta at Sewall Park on September 26, 2020 and to further waive the permit fees.

Motion made by Councilor Ketchen, seconded by Councilor Smart
Approved, all in favor, 6-0.

6. Resolved, the City Council hereby approves going into Executive Session, pursuant to Title 1, M.R.S.A., §405(6)(A), for the purpose of discussing a personnel matter.

Motion made by Councilor Smart, seconded by Councilor May
Approved, all in favor, 6-0.

Executive Session

The City Council went into Executive Session at 6:50 p.m.

Resolved, the Old Town City Council discussed a Personal matter in Executive Session, pursuant to Title 1, M.R.S.A., §405(6)(A).

Motion made by Councilor Brissette, seconded by Councilor Peterson, moved to adjourn Executive Session at 7:10 p.m. **Approved, all in favor, 6-0**

XL. Adjournment

Motion made by Councilor Smart, seconded by Councilor Peterson, moved to adjourn a 7:11 p.m. **Approved, all in favor, 6-0**

Respectfully submitted,

Laura Engstrom
City Clerk