HAMPDEN TOWN COUNCIL

HAMPDEN MUNICIPAL BUILDING

AGENDA

MONDAY June 3rd, 2019 7:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

   a. May 13th, 2019 Budget meeting
   b. May 14th, 2019 Budget meeting

3. COMMUNICATIONS

   a. Notification to Council of a Board of Appeals decision for a meeting held on May 23rd for a variance request

4. REPORTS

   a. Finance Committee Minutes – 05/06/2019
   b. Infrastructure Committee Minutes – None
   c. Planning & Development Committee Minutes – None
   d. Services Committee Minutes - None

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

4. UNFINISHED BUSINESS

5. NEW BUSINESS

   a. Request for authorization for the expenditure of $29,770 from Personnel Reserve account (3-733-00) for a separation of service payout for a retiring employee - *referral from Finance & Administration Committee*

   b. Request for authorization for the expenditure of $1,916 from Computer Reserve account (3-711-00) for the purchase of four computers for the customer service counter– *referral from Finance & Administration Committee*

   c. Request for authorization for the expenditure of $158,802.50 from the Environmental Trust, Income for the purpose of reimbursement of eligible stormwater management expenses – *referral from Finance & Administration Committee*

   d. Council approval of the Edythe L. Dyer Library Internet Acceptable Use Policy – *referral from Finance & Administration Committee*

   e. Council approval of the restated Bylaws of the Edythe L. Dyer Community Library Board of Trustees – *referral from Finance & Administration Committee*

   f. Council referral of the proposed FY20 Budget, including Sewer Budget and Capital Plan to public hearing for June 17th – *referral from Finance & Administration Committee*

E. COMMITTEE REPORTS

F. MANAGER'S REPORTS

G. COUNCILOR'S COMMENTS

H. ADJOURNMENT

NOTE: The Council will take a 5-minute recess at 8:00 pm.

B-2-a

HAMPDEN TOWN COUNCIL
FY20 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY **May 13th, 2019** **6:00 P.M.**

1. **Call to Order** – *Mayor McPike called the meeting to order at 6:00 p.m.*

2. **Review of Town Manager FY20 Budget**

   a. **Recreation Programs** – *Rec programs (20-05) referred as presented. Skehan (20-07) referred as presented. Noted a calculation error in the fuel cell, Manager Chandler will correct.*
   b. **Lura Hoit Pool** – *Referred with a request for information on the health insurance line item.*
   c. **Skehan Center** – *Referred as presented*
   d. **Edythe Dyer Library** – *Referred as presented with a request for information on expenditures from the Endowment.*
   e. **Community Connector Bus** – *Motion by Councilor Wright, seconded by Councilor Marble to refer in the amount of $82,421. Motion carries, 6-1. Request for information on the cost for Saturday service.*
   f. **Outside Agencies** – *Referred with amendment. Consensus to restore $1,500 for flags to reimburse the VFW, 6-1. Consensus to continue support of the Kiwanis building, 6-1.*

3. **Adjourn** – *With no other business, the meeting adjourned at 7:30 p.m.*

Respectfully Submitted,

Paula A. Scott

Paula A. Scott, CCM
Town Clerk

The next budget meeting will be held on Tuesday, May 14th at 6:00 p.m. at the Town Office Council Chambers.

B-2-b

HAMPDEN TOWN COUNCIL

FY20 BUDGET WORK SESSION

HAMPDEN MUNICIPAL BUILDING

MINUTES

TUESDAY **May 14th, 2019** **6:00 P.M.**

1. **Call to Order** – *Mayor McPike called the meeting to order at 6:00 p.m.*

2. **Review of Town Manager FY20 Budget**

   a. **Public Safety** – *Discussed increasing line item 30-65 $3,000. Discussed separating code and having Manager Chandler come back with how much a separate code officer would cost. Consensus is to discuss this further on May 29th. Not referred.*

   b. **Police** – *Referred with amendment as follows:*
   Reduce 01-15 to $4,000,
   Reduce 10-20 to $5,000
   Reduce 20-05 to $500
   Reduce 20-20 to $500
   Increase 25-05 to $11,000
   It was noted that the benefit amounts should be reduced reflective of the reduction in wages.

   c. **Fire/EMS** – *Referred as presented.*

   d. **Code Enforcement** – *Included in Public Safety discussion*

   e. **Marina** – *Referred with request to add cost of lighting to operating.*

3. Adjourn – *Meeting adjourned at 7:45 p.m.*

Respectfully Submitted,

Paula A. Scott

Paula A. Scott, CCM
Town Clerk

The next budget meeting will be held on Wednesday, May 22nd at 6:00 p.m. at the Town Office Council Chambers.

B-3-a

D/C Scott Webber
Inv. Joel Small
Ofc. Ben Eyles
Ofc. Marc Egan
Ofc. David Mushrall
Ofc. Monic Christian

Sgt. T.D. Stewart
Ofc. J.D. Burke
Ofc. Shawn Devine
Ofc. Wm. Miller
Ofc. Tony Lorenz

HAMPDEN PUBLIC SAFETY
EMS
Proudly delivering professional emergency services since 1994.

Lt. Dan Pugsley, Jr.
Lt. Jason Lundstrom
FF Jared LeBarnes
FF Shaun McNally
FF Matt Roope
FF Gavin Webb
FF Ken Roy
FF Oliver Bianchi

Lt. Matt St.Pierre
CH. Joe Dunton
FF Matt Thomas
CEO Myles Block
FF Chris Liepold
FF Ed Gardella
FF Chad Sparn
FF Mike Simmons

Kandy McCullough, Office Manager
Chief Christian Bailey, Director of Public Safety

POLICE FIRE EMS CODE ENFORCEMENT LOCAL HEALTH OFFICE

MEMORANDUM

To: Mayor Ivan McPike & Members of the Hampden Town Council
Chairman Eugene Weldon & Members of the Hampden Planning Board

From: Myles Block MB
Code Enforcement Officer

Date: May 24, 2019

Re: Outcome of Board of Appeals Meeting

Pursuant to **30-A M.R.S. § 2691** this memo is to notify the Town Council and the Planning Board of the results of the Board of Appeals meeting held May 23, 2019

Public Hearings:

Application for a dimensional variance has been made by owner Philip T. McAvoy regarding property located on Monroe Rd identified as assessor's tax map 2 lot 032-F for a decrease in the lot frontage requirement from 200 feet to 197.75 feet. The subject property is located in the Rural zoning district. The Board of Appeals will consider this item pursuant to Articles 6.2.2 of the Town of Hampden Zoning Ordinance and the Town of Hampden Board of Appeals Ordinance.

Result: DIMENSIONAL VARIANCE APPROVED

106 Western Avenue
Hampden, ME 04444

Telephone:207-862-4000
Fax: 207-862-4588

http://www.hampdenmaine.gov
https://www.facebook.com/hampdenpublicsafety

B-4-a

Town of Hampden

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, May 6th, 2019
6:00 P.M.
Hampden Town Office

MINUTES

Attending:
Councilor Wright, Chair
Mayor McPike
Councilor Wilde
Councilor Marble
Councilor Jarvi
Councilor McAvoy
Absent: Councilor Ryder

Town Manager Jim Chandler
Town Clerk Paula Scott
DPW Director Sean Currier
Public Safety Dir., Chris Bailey
GIS/IT Specialist Kyle Severance

Councilor Wright called the meeting to order at 6:00 p.m.

1. **Approval of Minutes**

   a. **April 16th, 2019 –** *Councilor Marble made a motion, seconded by Mayor McPike, to approve the minutes. Unanimous, 7-0.*

2. **Review & Sign Warrants** – *Committee members reviewed and signed the disbursement warrants.*

3. **Unfinished Business**

   a. **Council's Budget Meetings final schedule – *informational only*** – *Manager Chandler reported that the schedule is in the budget binder and will be posted on the website.*

4. **New Business**

   a. **Recommend authorization for the expenditure of $10,000 from Equipment Reserve account (3-717-00) for a down payment on the public works 6-yard truck – *referral from Infrastructure Committee*** – *Councilor Marble made a motion, seconded by Councilor McAvoy, to recommend authorization for the expenditure of $10,000 from Equipment Reserve for a down payment of the public works 6-yard truck. Unanimous, 7-0.*

   b. **Recommend authorization for bid process waiver and permission to complete the purchase of the public works 6-yard truck on July 1st, 2019 - *referral from Infrastructure Committee*** – *Councilor Jarvi made a motion to recommend waiving the bid process and authorizing an amount*

not to exceed $126,800 to complete the purchase of the 6-yard public works truck. Unanimous, 7-0.

c. **Recommend authorization for the expenditure of an amount up to $30,000 from Equipment Reserve account (3-717-00) for the purchase of a public works pick-up truck - *referral from Infrastructure Committee*** – *Director Currier confirmed that this included the plow and lift gate. Councilor Marble made a motion, seconded by Councilor McAvoy, to recommend authorization for the expenditure of an amount up to $30,000 from Equipment Reserve for the purchase of a public works pick-up truck. Unanimous, 7-0.*

d. **Recommend authorization for the expenditure of an amount up to $46,000 from Fire Truck Reserve account (3-741-00) for the purchase of a public safety utility truck - *referral from Infrastructure Committee*** *The Committee had questions of the Public Safety Director regarding specifications. Councilor Marble made a motion, seconded by Councilor McAvoy to recommend authorization for the expenditure of an amount up to $46,000 from Police Cruiser Reserve (3-753-00) for the purchase of a public safety utility truck. Councilor Jarvi made a motion to table this item. The motion to table did not receive a second. The original motion was brought to vote. Councilor Wright voted in favor of the motion, Councilors McAvoy, Jarvi, Marble and Mayor McPike voted in opposition and Councilor Wilde abstained. Motion fails, 1-5-0. Corrected 05/20/2019.*

e. **Discussion and recommendation regarding A/V recording of Council budget meetings for public transparency – *requested by Manager Chandler*** – *Committee consensus is to audio/video the budget meetings.*

5. **Manager's Items** - *None*

6. **Public Comment** - *None*

7. **Committee Member Comments** – *Mayor McPike stated that he is hoping that the DPW truck we purchase is the Western Star with the Fairfield equipment.*

8. **Adjournment** – *With no further business to conduct, the meeting adjourned at 6:45 p.m.*

Respectfully Submitted,

Paula A. Scott

Paula A. Scott, CCM
Town Clerk

Dep D-5-a
05-10-01-01

Town of Hampden

Finance Department

Check Request Form

Date: 5-1-19 Vendor#: 481

Payee: Town of Hampden

Address:

Reason for Check: Separation of Service payout #90403

Charge Account #: 3-733-00

Amount: $29,770.00 Person Making Request: [illegible]

Department Head Initial For Approval:

106 Western Avenue Hampden, ME 04444 207-862-3034

Current Account Status

G 3-733-00 RESERVE ACCT / PERSONNEL

-4,130.96 = Beg Bal
235.80 = Adjust
-40,043.81 = YTD Net
0.00 = YTD Enc
-43,938.97 = Balance

Per	Jrnl	Check	Date	Vendor---------	Description--------	RCB / Type		Debits	Credits
07	0316		10/18/18		Beg Bal Adjustments	B	GJ	360.00	0.00
07	0405		11/08/18		BBA RESERVE INTEREST	B	GJ	0.00	12.79
07	0636		07/31/18		JULY INTEREST	R	GJ	2.61	0.00
07	0640		07/31/18		JULY INTEREST	C	GJ	-2.61	0.00
07	0645		01/28/19		JULY INTEREST	R	GJ	0.00	2.61
07	0999		05/16/19		BBA RESERVE INT/VOID CK	B	GJ	0.00	111.41
08	0095	1970	08/02/18	00613 JAMES W. WAD	SERVICES 7/17/18	R	AP	873.75	0.00
08	0646		08/31/18		JULY INTEREST	R	GJ	0.00	1.39
09	0647		09/30/18		SEPT INTEREST	R	GJ	0.00	3.35
10	0410		09/30/18		JULY-SEPT INTEREST	R	GJ	0.00	4.81
10	0635		09/30/18		JULY-SEPT INTEREST	R	GJ	4.81	0.00
10	0650		10/31/18		OCT INTEREST	R	GJ	0.00	1.06
11	0651		11/30/18		NOV INTEREST	R	GJ	0.00	3.01
12	0514		12/17/18		PERS APPROPRIATIONS FY19	R	CR	0.00	48,969.00
12	0652		12/31/18		DEC INTEREST	R	GJ	0.00	97.71
01	0643		01/28/19		JULY INTEREST	R	GJ	0.00	2.61
01	0644		01/28/19		JULY INTEREST	C	GJ	0.00	-2.61
02	0589	2039	02/04/19	00481 TOWN OF HAMP	TRANSFER PER COUNCIL	R	AP	8,160.57	0.00
						Totals-		**9,399.13**	**49,207.14**

Monthly Summary

	--Regular Entries--		--Balance Entries--	
Month	Debits	Credits	Debits	Credits
July	0.00	2.61	360.00	124.20
August	873.75	1.39	0.00	0.00
September	0.00	3.35	0.00	0.00
October	4.81	5.87	0.00	0.00
November	0.00	3.01	0.00	0.00
December	0.00	49,066.71	0.00	0.00
February	8,160.57	0.00	0.00	0.00
Totals	**9,039.13**	**49,082.94**	**360.00**	**124.20**

Fin-Admin Item 4. b. & Council Item D. 5. b.

106 Western Avenue
Hampden, Maine 04444
Office: 207-862-3034
Facsimile: 207-862-5067

MEMORANDUM

TO: Finance & Administration Committee & Town Council
FROM: Jim Chandler, Town Manager-Treasurer *JNC*
DATE: June 3, 2019
RE: Computer Reserve Request – Front Computer Replacement Upgrades

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This memorandum requests the expenditure of previously approved Computer Reserve Funds, as described below.

Background

The front counter is the single most critical location for providing daily customer services to our residents. The computers located at these workstations are outdated, and one is failing regularly to operate in a reliable manner. The existing replacement schedule calls for these to be replaced this year and funds are available in the IT-Computer Reserve Account for this purpose.

A survey of vendors resulted in three comparable potential units for replacement:

- HP ProDesk 400 = $ 707.00 each / 1 Year Warranty (SHI)
- Lenovo ThinkCentre M710 = $ 569.00 each / 1 Year Warranty (Oak Leaf)
- HP EliteDesk G3 = $ 479.00 each / 3 Year Warranty (Oak Leaf)

Fiscal Impacts

Costs for this request are broken-out below. Oak Leaf Systems proposal for the HP EliteDesk G3 is the recommended selection, at $479.00 each.

Computer Reserve Acct 3-711-00	Amount	Comments
Trio Balance	$ 43,667.19	May 31, 2019
Current Unencumbered Balance	$ 40,417.24	April 11, 2019
Computers & WiFi Access Points	$ 1,916.00	
Remaining Available Balance	$ 38,501.24	

Staff Recommendation

Staff requests positive referral from committee and Council approval for the expenditure of up to $1,916.00 in Computer Reserve funds for the purchase of four HP EliteDesk G3 computers for replacement and upgrading of the Front Counter Customer Service Workstations.

D-5-c

EXHIBIT A
FORM OF CERTIFICATE OF TOWN

Bangor Savings Bank (Institutional Trustee)
c/o Julie A. Shephard, Account Administrator
5 Senator Way
Augusta, ME 04330

Re: Demand for Funds Pursuant to Trust Indenture Dated As of October 1, 1991 between Town of Hampden, as Grantor and Bangor Savings Bank, as Institutional Trustee (the "Trust Indenture")

Gentlepersons:

This certificate is provided to you pursuant to the above-referenced Trust Indenture. Capitalized terms used herein without definition shall have the meaning set forth in the Trust Indenture.

The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.

2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below.

3. You are hereby directed to pay **from the Environmental Trust, Income** to the Town of Hampden the sum of $158,802.50.

INDIVIDUAL TRUSTEES

Eric Sam

Randall Talbot

Gary L. Woodbury

CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.

2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on June 3, 2019.

Paula A Scott
Paula Scott
Clerk, Town of Hampden

cc: Town of Hampden

D-5-d

Edythe L. Dyer Community Library
Internet Acceptable Use Policy

Wireless Access

The Library provides no-cost access to the Internet. It is the individual user's responsibility to comply with the Library's Rules and Procedures. Failure to follow these Rules and Procedures may lead to loss of privileges.

Users of this service need to be aware of the rules for acceptable usage:

1. The user is advised that the wireless access provided is not secure and that any data transmitted may be intercepted and viewed by other users.

2. The Library is not responsible for any damages or difficulties, direct or indirect, resulting from the use of this service. It is recommended that users maintain personal computer security programs while using this service.

Internet Acceptable Use

1. The Library's internet connection may not be used for illegal activity or to access or transmit illegal materials.

2. Users may not disclose, use, or disseminate the personal information of minors without the express authorization of the minors' parent or guardian.

3. Use of the Library's computers for hacking, copying and/or unauthorized use of copyright protected material or any other unlawful activity is strictly prohibited.

4. Software is the property of the Library and shall not be copied for personal use. Computer users may not use or install their own software on the Library computers.

Access by Minors

Parents or legal guardians must assume responsibility for deciding which Library resources are appropriate for their own children. Parents or legal guardians should guide their children in use of the Internet and inform them about materials they should not use.

The Library affirms and acknowledges the rights and responsibilities of parents and guardians to monitor and determine their children's access to Library materials and resources, including those available through the Internet. To the extent practical, steps shall be taken to promote the safety and security of minors when using the Library's online computer network to access electronic mail, chat rooms, instant messaging, or other forms of direct electronic communication.

In order to comply with the Children's Internet Protection Act (CIPA) and still receive Federal E-Rate monies tied to the Act, the Library uses filtering software provided by the Maine School and Library Network to block access to visual depictions deemed obscene, child pornography, or otherwise harmful to minors. The filter may be disabled by authorized staff members for adults. (Note: Even without CIPA there is no constitutional protection to allow viewing of obscene pictures or child pornography, regardless of its medium. Such action is clearly illegal.) To address the issue of the safety and security of minors the Library makes Internet safety publications available at each computer workstation and encourages parents to use these as a starting point for conversations about living safely online.

Adopted by the Board of Trustees 12/18/1996
Revised and approved 9/8/2015
Revised and approved 5/11/2016
Revised and approved 3/13/2019

D-5-e

BYLAWS
Board of Trustees
Edythe L. Dyer Community Library

ARTICLE I
Authorization

Section 1. Authorization. The Board of Trustees exists by virtue of the provisions of the Edythe L. Dyer Community Library Ordinance enacted by the Hampden Town Council and shall exercise the powers and authority and assume the responsibilities delegated to it under said ordinance and any amendments enacted thereto. See Appendix A.

Section 2. Responsibility. The Board of Trustees shall hold and execute all responsibility and duty for the maintenance, administration, and use of the Edythe L. Dyer Community Library Endowment Fund.

ARTICLE II
Purposes, Powers and Duties
The Edythe L. Dyer Community Library Endowment Fund

Section 1. The Edythe L. Dyer Community Library Endowment Fund (the Fund) is a dedicated fund of the Town of Hampden. The purpose of the Fund is to provide a source of supplemental funding for programming, books, periodicals or library materials over and above those provided by the Town of Hampden as part of its annual municipal budget.

Section 2. The Trustees shall have the power:
To collect, hold, manage, control, invest, reinvest, and expend all funds as appropriate.

To accept, in the name of the Fund, gifts such as money, personal property, and real estate to be used by the Trustees for the stated purpose in these Bylaws.

To employ personnel, including investment advisors, marketing specialists, attorneys at law, accountants, and other necessary persons to pursue and implement the purpose of the Fund.

ARTICLE III
Members, Vacancies, and Honorary Members

Section 1. The Board of Trustees shall consist of between seven (7) and nine (9) members, the majority of whom shall be residents of the Town of Hampden. All board members shall be appointed by the Hampden Town Council. Members shall serve staggered three (3) year terms. The Hampden Town Manager, the Mayor of Hampden, and the Library Director shall be ex-officio members of the Board.

Section 2. When Board vacancies occur, the board shall make recommendations to the Hampden Town Manager as to possible nominations to fill the vacancies.

Section 3. By majority vote of the entire board membership, the board may, as it deems appropriate, name various persons to honorary membership of the Board of Trustees. Honorary members may not vote and shall have no authority as to the administration of the library granted to the Board of Trustees by the Town of Hampden Edythe L. Dyer Community Library Ordinance.

ARTICLE IV
Officers

Section 1. The officers shall be Chair, Vice-Chair/Secretary, and Treasurer elected from among the appointed Trustees every two years (in odd numbered years) at the May meeting.

Section 2. The Chair shall appoint a nominating committee at least two (2) months prior to the May meeting. This committee will present a slate of officers who have consented to be nominated. Additional nominations may be made from the floor.

Section 3. Officers shall serve a term of two years from the May meeting at which they were elected and until their successors are duly elected.

ARTICLE V
Officers' and members' responsibilities

Section 1. The Chair shall preside at all meetings of the Board, authorize calls for any special meetings, appoint all committees, execute all documents authorized by the Board, serve as ex-officio voting member of all committees except the nominating committee, and generally perform all duties associated with that office. The chair shall also be the general executive head of the Fund. The chair, along with the treasurer, shall sign all deeds, mortgages, contracts, and agreements related to the Fund. The chair shall also perform all other duties incidental to the office prescribed by these Bylaws or by special vote of the Trustees.

Section 2. The Vice-Chair/Secretary shall have such powers and duties as the Board and/or the Chair shall designate. The Vice-Chair/Secretary will record the minutes of each meeting and submit them to the library director within one week. In the absence or request of the Chair, or of a vacancy in that office, the Vice-Chair/Secretary shall assume and perform the duties and functions of the Chair and designate another Board member to serve as meeting secretary.

Section 3. The Treasurer shall sign all deeds, mortgages, contracts, and agreements of the Fund, provided that all these documents shall be countersigned by the Chair. All disbursements from the Fund shall be made through Town accounts, and the Chair or Treasurer shall authorize any disbursements exceeding $3000.00. The Treasurer shall perform all other duties incident to the office required by these Bylaws or by votes of the Trustees.

Section 4. In the absence of the Vice-Chair/Secretary or Treasurer their duties shall be performed by such other members of the Board as the Board may designate. A special election may be called by the chair to complete the term of a vacated officer position.

Section 5. Board members are responsibility to the library is to attend meetings, serve on committees as necessary, and serve as officers as elected. No more than two (2) unexcused meetings annually will be allowed.

ARTICLE VI
Meetings

Section 1. The Board shall hold five (5) meetings annually, one meeting each in September, November, January, March and May, at a date and hour to be set by the Board at the May meeting.

Section 2. In the event a meeting is cancelled it shall be rescheduled for the following week.

Section 3. Election of officers will be held every two (2) years in odd numbered years, and shall be held at the meeting in the month of May.

Section 4. Special meetings may be called by the Library Director at the direction of the Chair, or at the request in writing of three (3) Board Members, for the transaction of business as stated in the call for the meeting.

Section 5. Fifty (50) percent of the Board Members including at least one officer shall constitute a quorum. In the event the number of Board Members is even, then a quorum shall consist of fifty (50) percent plus one (1).

Section 6. All meetings shall be governed by Robert's Rules of Order, latest edition.

Section 7. The meeting packet will be sent to each Board Member by the Library Director at least five (5) days prior to the meeting.

ARTICLE VII
Fund Restrictions

Section 1. No part of the Fund shall benefit its Trustees. Trustees shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions described in Article II. No substantial part of the activities of the Fund can be used for political actions.

ARTICLE VIII
Committees

Section 1. The Chair shall appoint committees for specific purposes as the business of the Board may require. All committees shall make progress reports to the Board as requested by the Chair. No committee shall have other than advisory powers unless the Board votes it specific power.

ARTICLE IX
Amendments

Section 1. Amendments. These Bylaws may be amended, altered or repealed by a vote of the majority of members of the Board at any meeting provided that each Board Member is given notice of the wording of the proposed alterations five (5) days prior to the meeting.

Amended by the Board of Trustees 1/13/10
Reviewed by the Board of Trustees 3/10/15
Revised by the Board of Trustees 5/8/19

Fin-Admin Item 4. f. & Council Item D. 5. f.

106 Western Avenue
Hampden, Maine 04444
Office: 207-862-3034
Facsimile: 207-862-5067

Fiscal Year – 2020 Revised Budget Message

TO: Town Council
FROM: Jim Chandler, Town Manager *JNC*
DATE: May 6, 2019
RE: Presentation of the FY20 General Fund, Sewer Fund & Reserves-Capital Programs for Final Mark-up and Public Hearing Referral

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This memo presents revised drafts of the various budget documents, with selected highlights below of revisions made during the month of May as Council met with each individual Department's leadership and technical staff to review and affirm work program priorities, and how our various Departments will strive to achieve the Town's collective missions in the coming year.

As presented one month ago, this budget continues to propose funding the resources needed to successfully implement work programs that proactively address the desires expressed by thousands of our residents who support community growth and development of the critically important infrastructure needed to sustain a superior quality-of-life, and address the Town's growth, development and revitalization goals that will continue to diversify our tax base.

It further supports the recent and proposed Organization changes, as efforts to reorganize and develop additional resources focused on making Hampden "More Business Friendly." Our goal with these changes continues to be improved customer services and better access to professional staff capable of supporting the community's desire for a vibrant, safe and sustainable environment for their families and neighbors.

Critical to Hampden's future is balancing the need to put resources in place to encourage commercial and light industrial development to complement the increased residential development already occurring. Equally important is the need to address a conservative approach to forecasting municipal revenues that support the work program in an achievable manner. The Town's habit of spending down fund balances is ending, as those balances are now gone and our undesignated fund balance is at minimum levels.

Developing a funding plan that deliberately rebuilds our infrastructure, sustains our terrific workforce, and empowers the future – will make the difference our residents and corporate citizens expect.

As Council reviews the current draft, I would ask that you focus on your continued efforts to support the simple theme: "**Building the Future of Hampden**" as staff embrace the strong messages received to improve efficiencies across the organization that continue to enhance our ability to provide outstanding customer services to our citizens.

The revised draft Funding Plan continues to focus resources on one common and clearly focused purpose. Building the future of Hampden, which requires two critical resources, 1) a professional workforce supported and empowered to provide outstanding services, and 2) a firm foundation of safe, adequate

and reliable public facilities and infrastructure. Building Hampden's future depends upon building and sustaining a strong professional team of dedicated staff. Staff are encouraged that Council has embraced the proposed programs, as summarized below:

- Endorsement of creating a Community & Economic Development (CED) Department
- Endorsement of a new Community & Economic Development Director
- Endorsement of a new Capital Projects Manager to support both this new department and DPW as more than $16 million dollars in capital projects begin in the next three years and beyond
- Support for the need to address several major maintenance and renovation projects at the Municipal Building
- Support for a new approach to needed upgrades to computer technology assets at the front counter and across the organization
- Continued analysis and opportunities to make improvements to providing consistently better and more responsive customer services for Code Enforcement and Building Permits/Inspections and Land Use Planning processes for citizens and prospective business developers
- Support for an important study of Public Works and Transfer Station operations
- Investigations and solicitation of professional services related to health insurance options

The revised funding plan supports many solutions that will enhance the Town's community and economic development efforts in the coming years and will continue to make Hampden 'more business friendly' as our staff focuses on all the ways we may continue to provide excellent customer service.

As the budgeting process ends, and final edits are made in preparation to refer the FY20 Funding Plan to a Public Hearing on June 17th, staff appreciates your partnership in achieving a responsible and affordable work program. A summary of changes to-date is provided below and reflects cuts that reduced the proposed overall increase by 3%. Unfortunately, a review of the FY18 Audit, coupled with an updated analysis of the year-to-date revenues has identified that municipal revenues need conservative attention.

Funding Plan Items (As Currently Revised)	**FY20 Amounts**	**FY19 Amounts***	**% Delta**
Proposed Municipal Budget	$ 10,193,677	$ 9,656,562	5.27%
• Proposed Municipal Revenues	$ 4,682,978	$ 4,928,384	-5.24%
• Municipal Budget from Taxes	$ 5,510,699	$ 5,271,695	4.34%
• RSU22 Hampden Demand from Taxes	$ 7,260,669	$ 6,941,926	4.39%
• Penobscot County Taxes	$ 963,358	$ 911,927	5.34%
FY20 Estimated Total Taxation Requirement	$ 13,734,726		
FY19 Total Taxation Requirement	$ 13,125,548		
Proposed Total Tax Amount over FY19	$ 609,178 or 4.4% overall for all entities		

Lastly, the importance of State reimbursements being restored – even if just the proposed 3% State Revenue Sharing comes to fruition, coupled with appropriate Business Enterprise and Homestead Exemption reimbursements come through, complimented by a reasonable increased valuation – it's nearly certain that no tax increase will be required to fully fund this program.

TOWN OF HAMPDEN

Summary of Town Council Approved Budgets for FY17, FY18, FY19 & Proposed FY20 - with Limited Analysis

EXPENSE ACCOUNTS		APPROVED BUDGET FY17	APPROVED BUDGET FY18	APPROVED BUDGET FY19	PROPOSED BUDGET FY20	Analysis & Trends: Changes in Amounts	Percent Change	Changes in Amounts	Percent Change
Number	**Name**	**JUNE 27, 2016**	**JUNE 19, 2017**	**JUNE 18, 2018**	**JUNE 3, 2019**	**Changes from FY18 to FY19**		**Changes from FY19 to FY20**	
01-01	ADMINISTRATION	598,062	585,659	691,354	744,299	*105,696*	18%	*52,945*	7%
01-02	GIS/IT - (FY20 - IT Only)	108,031	116,195	118,184	58,025	*1,990*	2%	*(60,159)*	-104%
01-03	COMMUNICATIONS	19,483	22,342	22,325	-	*(17)*	0%	*(22,325)*	N/A
01-05	TOWN COUNCIL	29,717	30,308	30,308	36,242	*(0)*	0%	*5,934*	16%
01-10	MUNICIPAL BUILDING	95,561	103,579	119,403	156,840	*15,824*	15%	*37,437*	24%
01-15	TAX COLLECTOR	7,350	7,932	8,350	-	*418*	5%	*(8,350)*	N/A
01-20	ELECTIONS	9,514	11,484	10,244	12,090	*(1,240)*	-11%	*1,846*	N/A
01-25	PLANNING/ASSESSING	274,164	285,487	298,988	-	*13,501*	5%	*(298,988)*	-100%
01-30	COMMUNITY & ECONOMIC DEV	2,250	3,500	-	517,951	*(3,500)*	-100%	*517,951*	100%
05-01	POLICE DEPARTMENT	1,014,039	1,093,054	1,126,571	1,239,838	*33,517*	3%	*113,267*	9%
05-05	FIRE DEPARTMENT	959,605	1,147,215	1,191,099	1,362,791	*43,885*	4%	*171,691*	13%
05-10	PUBLIC SAFETY & CODE ENFORCE	195,877	202,783	206,241	293,381	*3,458*	2%	*87,140*	30%
06-06	NON-DEPARTMENT UTILITIES	544,095	558,272	649,432	692,425	*91,160*	16%	*42,993*	6%
10-01	PUBLIC WORKS	1,367,867	1,645,626	2,032,309	2,003,204	*386,683*	23%	*(29,105)*	-1%
10-05	MUNICIPAL GARAGE	34,090	50,085	54,410	48,685	*4,325*	9%	*(5,725)*	-12%
10-10	STORMWATER MANAGEMENT	123,430	72,345	43,860	31,720	*(28,485)*	-39%	*(12,140)*	-38%
15-10	SOLID WASTE	360,028	376,514	377,666	389,082	*1,152*	0%	*11,416*	3%
20-01	RECREATION ADMINISTRATION	137,083	192,761	197,998	217,948	*5,237*	3%	*19,950*	9%
20-05	RECREATION - PROGRAMS	-	192,459	221,884	156,113	*29,425*	15%	*(65,771)*	-42%
20-07	RECREATION - SKEHAN CENTER	-	123,234	134,329	142,819	*11,095*	9%	*8,490*	6%
20-10	DYER LIBRARY	250,008	249,267	267,724	280,618	*18,457*	7%	*12,894*	5%
20-20	LURA HOIT POOL	206,024	325,892	346,589	376,357	*20,697*	6%	*29,768*	8%
20-25	MARINA	-	350	850	850	*500*	143%	*0*	0%
25-10	THE BUS	84,597	89,911	106,352	82,535	*16,441*	18%	*(23,817)*	-29%
30-10	BUILDINGS & GROUNDS	196,495	233,092	236,221	251,624	*3,129*	1%	*15,403*	6%
38-10	OUTSIDE AGENCIES	-	-	9,500	11,500	*9,500*		*2,000*	
40-10	GENERAL ASSISTANCE	6,000	7,000	6,000	6,000	*(1,000)*	-14%	*0*	0%
50-10	DEBT SERVICE	339,986	314,398	331,545	291,881	*17,147*	5%	*(39,664)*	-14%
67-10	TIF* Budget Error in FY19	158,512	319,573	323,085	361,541	*3,512*	1%	*38,456*	11%
3-00-00	RESERVES	502,019	451,941	493,742	427,318	*41,801*	9%	*(66,424)*	-16%
		7,623,887	8,812,257	9,656,562	10,193,677				
GROSS	**MUNICIPAL BUDGET TOTAL**	$ 7,623,887	$ 8,812,257	$ 9,656,562	$ 10,193,677	*844,305*	10%	*537,114*	5.27%
LESS	***PROJECTED MUNICIPAL REVENUES***		$ 4,165,194	$ 4,384,867	$ 4,682,978	*219,673*	5%	*298,111*	*6.37%*
LESS	***MUNICIPAL REVENUES ADJUSTED ****	*$ 3,962,329*	*$ 4,829,317*	*$ 4,928,384*	*N/A*	*99,067*	*2.1%*		

*** NOTE: FY18 & FY19 Revenue Actually Over-projected, which impacted the Projected Municipal Budget Amounts (as previously adopted)**

Total Net Expenses of Different Services	FY 2017	FY 2018	FY 2019	FY 2020	Changes from FY18 to FY19		Changes from FY19 to FY20	
RSU #22 LOCAL TAXES REQUIRED	$ 6,308,863	$ 6,370,594	$ 6,941,926	$ 7,260,669	*571,332*	*9.0%*	*318,743*	*4.39%*
MUNICIPAL BUDGET AMOUNT	$ 3,661,558	$ 4,647,063	$ 5,271,695	$ 5,510,699	*624,632*	*13.4%*	*239,003*	*4.34%*
COUNTY TAXATION AMOUNT	$ 792,558	$ 834,723	$ 911,927	$ 963,358	*77,204*	*9.2%*	*51,431*	*5.34%*
TOTAL TAXATION REQUIREMENT	*$ 10,762,979*	*$ 11,852,381*	*$ 13,125,548*	*$ 13,734,726*	*1,273,168*	*10.7%*	*609,178*	*4.44%*

MUNICIPAL REVENUES

Sources for Non-Tax Revenues:	FY17 APPROVED	FY18 APPROVED	FY19 APPROVED	FY20 PROPOSED
Dept: 01 GENERAL GOVT	$ 2,892,446	$ 3,776,394	$ 3,896,622	$ 3,730,591
Dept: 05 PUBLIC SAFETY	$ 367,500	$ 326,665	$ 360,490	$ 362,700
Dept: 10 PUBLIC WORKS	$ 78,916	$ 74,416	$ 76,104	$ 74,604
Dept: 15 SOLID WASTE	$ 149,624	$ 149,625	$ 60,300	$ 60,800
Dept: 20 RECREATION/CULTURE	$ 473,843	$ 502,218	$ 534,868	$ 454,283
	$ 3,962,329	$ 4,829,317	$ 4,928,384	$ 4,682,978
Percent Increase Annually		17.95%	2.01%	-5.24%
NOTE: Significant FY17 Municipal Rev % Increase due to changes in Rev Forecasting from FY16				

Annual Budgets, once approved by Council result in fixed amounts of expenses requiring the setting of a mil rate, to be determined in August once any new valuation has been considered.

% Total Taxation of Different Fund Allocations:	FY 2017	FY 2018	FY 2019	FY 2019
RSU #22 LOCAL TAXES REQUIRED	59%	53.75%	52.89%	52.86%
MUNICIPAL BUDGET AMOUNT	34%	39.21%	40.16%	40.12%
COUNTY TAXATION AMOUNT	7%	7.04%	6.95%	7.01%
		100%	100%	100%

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 01-01 GENERAL GOVT / ADMINISTRATION									**Council Moved TM 20% in CED back to Administration**
COMPENSATION									
01-01 SALARIES	354,498	348,706	413,110	368,005	89.1%	421,762	441,192	8,652	MGR NOTE: Administrative salaries are increased slightly to reflect a reclassified Assistant Town Manager in FY19. Also includes select merit increases, a 2.8% Equity COLA proposed to match Union employees for equity across the organization.
01-05 WAGES Part-Time/Seasonal Staff						4,000	4,000	4,000	Moved from GIS (Scanner that supported IT). MGR ADJ to cover cost of part-time paid interns in Finance/HR
01-XX OVERTIME						6,500	6,500	6,500	
INSURANCE									
05-01 FICA/MEDI	27,119	27,486	31,803	28,701	90.2%	32,265	34,249	462	
05-05 MSRS/ICMA-ER	31,622	31,910	37,321	32,892	88.1%	40,122	42,715	2,801	
05-10 WORKER'S COMPENSATION	1,122	989	1,206	736	61.0%	870	870	(336)	Per MMA
05-15 HEALTH	51,589	66,512	79,677	57,933	72.7%	88,224	90,204	8,547	Estimated 10% increase Per MMA
05-20 LIFE	675	669	675	716	106.1%	775	798	100	Avg. 9.50 per employee per month
05-25 DENTAL	618	538	600	475	79.2%	870	900	270	150 per employee per month
05-45 PROPERTY/CASUALTY	53,560	50,738	54,899	52,428	95.5%	54,001	54,001	(898)	Per MMA
SUPPLIES									
10-01 OFFICE	6,200	6,313	6,200	7,279	117.4%		6,200	-	Cost Center overspent in FY19 due to one-time new employee equipment for new employees. Manager Adjusted for CED capture of some expenses - but level funding from FY19 for new staffing and office setup
10-01 VITAL RECORDS RESTORATION			3,628				**4,405**	777	**Cost Center Moved from Dissolved Reserve Account for Vital Records and Amount Adj by Town Clerk, at Council Workshop on 5-29-19**
10-05 POSTAGE/SHIPPING	6,000	5,070	6,000	5,398	90.0%		8,000	2,000	Increase due to deleting tax coll cost center 2,600 postage machine rental
10-10 GENERAL EXP	220	53	225	-	0.0%		225	-	Annual report costs
10-22 MANAGERS EXPENSE	300	279	300	375	125.0%		300	-	No Change
UTILITIES									
15-01 TELEPHONE	2,772	3,075	2,775	2,991	107.8%		-	(2,775)	Moved to Utilities
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	500	580	500	536	107.2%		1,000	500	MGR NOTE: Office furniture and equipment for new employees (Cost Center now overspent in FY19)
20-05 EQUIPMENT MAINTENANCE	600	709	600	456	76.0%		600	-	Shredding on site monthly fee
PROFESSIONAL SERVICES									
30-01 ADVERTISING	3,700	4,507	3,900	2,125	54.5%		4,000	100	Newspaper cost increase for Legal Notices
30-10 AUDIT	12,000	12,000	12,000	8,563	71.4%		12,000	-	Intend to retain current Auditor - James W. Wadman
30-15 COMPUTER SERVICE	9,264	9,217	9,264	9,264				(9,264)	Moved to Information Technology - to consolidate all IT Asset and Expenses
30-30 EXTERNAL PRINTING	-	-	-	-			1,440	1,440	Tax billing moved from tax collector department
30-40 LIENS/TRANSFERS	-	-	-	-			4,500	4,500	Moved from tax collector department
30-60 DUES	2,100	948	2,100	1,689	80.4%		2,200	100	Memberships/dues to ICMA, subscriptions, Affiliate group memberships, adding 4 new membership dues
30-80 TRAINING/TRAVEL	4,200	4,089	4,200	5,912	140.8%	**4,200**	**6,000**	1,800	**Increased due to new staff needing training & increased travel expenses / Additional $1,800 Request for Admin Total per Request of Asst Town Mgr at Council Work Session**
LEGAL									
35-01 LEGAL	17,000	18,990	24,000	9,466	39.4%		18,000	(6,000)	Maintaining increased funding (relative to FY18) until pending Dolan litigation is resolved
TOTAL ADMINISTRATION	**585,659**	**593,377**	**694,983**	**595,940**	**85.7%**	**712,055**	**744,299**	**49,316**	Increase results from combining more functions into Administration and small adjustments necessary for select merit increases and Equity COLA for Non-Union staff

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 01-02 GENERAL GOVT /INFORMATION TECHNOLOGY - GIS MOVED TO C.E.D.									
COMPENSATION									
01-05 WAGES	53,846	53,324	54,329	49,616	91.3%		-	(54,329)	Contracted support captured below.
INSURANCE									
05-01 FICA/MEDI	4,119	3,920	4,156	3,772	90.8%		-	(4,156)	
05-05 MSRS/ICMA-ER	4,419	4,333	4,377	3,959	90.5%		-	(4,377)	
05-10 WORKER'S COMPENSATION	204	180	219	134	61.2%		-	(219)	
05-15 HEALTH	8,788	10,522	9,253	7,601	82.1%		-	(9,253)	
05-20 LIFE	114	113	-	104			-	-	
05-25 DENTAL	155	150	150	125	83.3%		-	(150)	
SUPPLIES									
10-01 OFFICE	1,000	994	1,000	976	97.6%		1,000	-	
OPERATIONS / MAINTENANCE & REPAIRS									
20-01 EQUIPMENT REPLACEMENT	13,500	13,670	13,500	10,889	80.7%		11,500	(2,000)	Replacement peripherals, workstations, servers and related hardware
20-05 EQUIPMENT MAINTENANCE/SOFTWARE	13,500	12,371	15,000	14,088	93.9%		16,000	1,000	MS Office 365 Licenses & Subscription Software Packages for General Government (not Trio, captured below) (Adobe, Arc GIS, Misc Open Source programs)
20-10 EQUIP SERVICE CONTRACTS/LICENSES	15,000	16,190	15,000	14,785	98.6%		17,525	2,525	Lease Program for Copiers, certain computers, and service/supplies for leased items in Town Office, Public Safety, Library and Public Works
PROFESSIONAL SERVICES									
30-15 COMPUTER SERVICE			-	-			-	-	Moved from Administration - Harris - Trio Software Licensing - Moved to Non-Dept Utilities for Town-wide cost capture
30-20 CONTRACTED SUPPORT SERVICES							12,000	12,000	MGR NOTE: Contracted support for Workstations, Servers, Network Security and Service Calls (Oak Leaf Consultant Estimate, and basis of initial contractual Agreement, with eventual formal RFQ process to occur in FY21)
30-60 DUES	300	0	300	199	66.3%		-	(300)	
30-80 TRAINING/TRAVEL	1,250	261	900	577	64.1%		-	(900)	
TOTAL INFORMATION TECH - GIS MOVED	**116,195**	**116,028**	**118,184**	**106,825**	**90.4%**	**58,025**	**58,025**	**(60,159)**	Contracted Services and moving Software costs to Town-wide Utilities Cost Center - Reduces Overall Costs

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 01-03 GENERAL GOVT / COMMUNICATIONS - MOVED (Cost Center Eliminated)									
COMPENSATION									
01-05 WAGES	6,749	6,437	6,800	773	11.4%		-	(6,800)	Part-time Video support moved to Town Council
INSURANCE									
05-01 FICA/MEDI	372	113	520	59	11.3%		-	(520)	Moved to Town Council
05-10 WORKER'S COMPENSATION	51	45	55	34	61.8%		-	(55)	Moved to Town Council
SUPPLIES									
10-01 OFFICE	500	355	500	205	41.0%		-	(500)	Moved to Town Council
UTILITIES									
15-01 TELEPHONE	9,755	9,635	7,200	5,342	74.2%		-	(7,200)	Moved to Utilities
SPECIAL EVENTS									
16-01 SPECIAL EVENTS	500	15	250	236	94.4%		-	(250)	Moved to C.E.D.
PROFESSIONAL SERVICES									
30-30 EXTERNAL PRINTING	6,304	7,599	7,000	6,599	94.3%		-	(7,000)	Moved to C.E.D.
TOTAL COMMUNICATIONS	**24,231**	**24,200**	**22,325**	**13,248**	**59.3%**	-	**-**	**(22,325)**	Expenses Captured in Other Departments, primarily Community & Economic Development

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-05 GENERAL GOVT / TOWN COUNCIL									
COMPENSATION									
01-05 WAGES	18,060	8,310	18,060	10,560	58.5%		23,570	5,510	Based on 6 meetings a month, 6 councilors @ $30.00, 1 councilor @ $35., plus 6 extra mtgs a year; $6,800 wages for A/V
INSURANCE									
05-01 FICA/MEDI	1,382	981	1,382	808	58.5%		1,804	422	
05-10 WORKER'S COMPENSATION	66	58	71	43	60.6%		168	97	Estimated 10% increase per MMA
SUPPLIES									
10-10 GENERAL EXP	2,600	1,734	2,395	1,842	76.9%		2,000	(395)	Reduced due to IT and Admin support coverage
PROFESSIONAL SERVICES									
30-60 DUES	8,200	8,306	8,400	8,472	100.9%		8,700	300	MMA and BACTS
TOTAL TOWN COUNCIL	**30,308**	**19,389**	**30,308**	**21,725**	**71.7%**	**36,242**	**36,242**	**5,934**	Increase primarily results from staff support for Audio/Visual Support of meetings now captured in this Cost Center

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 01-10 GENERAL GOVT / MUNICIPAL BUILDING									
SUPPLIES									YTD Reconciled to May 2019
10-01 OFFICE	1,400	849	1,400	1,450	103.6%		1,650	250	Paper towels, bath tissue, soap, cleaning supplies, pens, paper, hardware supplies, batteries, pails, LEDs, conduit, Misc smalls for maintenance and normal use
UTILITIES									
15-01 TELEPHONE	840	752	840	750	89.3%		840	-	Dedicated phone line - OSHA Requirement for the elevator
15-05 ELECTRICITY	51,451	52,769	51,451	36,184	70.3%		51,451	-	Avg. 3,800.00 month unitl an 11.4% increase from Emera takes effect
15-10 FUEL	15,575	17,332	23,603	27,256	115.5%		28,466	4,863	Avg. of 12,000 gallons a year, at 2.8466 per gallon plus 15% increase (market)
15-15 WATER	3,900	3,896	4,797	5,173	107.8%		6,200	1,403	Avg. 517.00 month
15-20 SEWER	1,686	1,049	1,400	1,392	99.4%		1,900	500	Adjusted for Current Use Increase + Rate Increase - but will likely need to adjust again mid-year
MAINTENANCE/REPAIRS									
20-10 EQUIPMENT SERVICE CONTRACTS	5,713	3,997	7,152	2,439	34.1%		31,975	24,823	Stanley Elevator, National Elevator, postage meter, Maine Fire Protection inspection, pest control, cleaning services, sprinkler inspection, office renovation plans **(NOTE, increased $125.00 on 5-15-19, with notice from Stanley about increased inspection fee, effective 6-1-2019)**
20-35 BUILDING MAINTENANCE	23,014	23,869	28,760	29,557	102.8%	**52,358**	**34,358**	23,598	Flush PD catch basin, ceiling tile, floor tile repair, lighting, electrical, HVAC service calls, boiler repair, condenser, office patching and painting, electrical lighting over doors, new area rugs, etc..... Also includes funding for exterior signs, electrical lighting for exterior signs. Includes generator maint., garage overhead door maint., and elevator repair **($18K for Vinyl Siding Moved by Council to Reserves on 5-29-19)**
TOTAL MUNI BUILDING	**103,579**	**104,512**	**119,403**	**104,201**	**87.3%**	**174,840**	**156,840**	**55,437**	**Changes reflect Council Changes at various workshops**

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-15 GENERAL GOVT / TAX COLLECTOR - MOVED TO ADMINISTRATION									
PROFESSIONAL SERVICES									
30-15 COMPUTER SERVICE	3,432	3,376	3,850	3,526	91.6%			(3,850)	MGR NOTE: Prior Expenses moved to the above Administration Cost Center
30-40 LIENS/TRANSFERS	4,500	3,711	4,500	3,953	87.8%			(4,500)	MGR NOTE: Prior Expenses moved to the above Administration Cost Center
TOTAL TAX COLLECTOR	**7,932**	**7,087**	**8,350**	**7,479**	**89.6%**		**-**	**(8,350)**	Moved to Administration

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 01-20 GENERAL GOVT / ELECTIONS									
COMPENSATION									YTD Reconciled to May 2019
01-05 WAGES	3,200	2,017	3,375	2,468	73.1%		4,000	625	Avg. last 3 election wages plus State-mandated Increase to Minimum Wage
SUPPLIES									
10-01 OFFICE	250	228	300	333	111.0%		350	50	Voter reg cards, absentee ballot envelopes, misc.
10-05 POSTAGE/SHIPPING	200	200	600	314	52.3%		600	-	Based on the increased amount of absentee ballots being mailed
10-10 GENERAL EXP	2,079	2,085	2,079	1,974	94.9%		400	(1,679)	Food for election workers, two elections, two meals, water, etc. Tabulator lease was paid off.
10-20 SUPPLIES/MATERIALS	5,375	5,400	3,240	2,427	74.9%		5,940	2,700	Coding 5 tabulators, ballot layout, design & printing, thumb drives, shipping. Possible referendum
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	-	-	350	205	58.6%		500	150	Ink/toner/supplies for elections printer
PROFESSIONAL SERVICES									
30-01 ADVERTISING	380	318	300	310	103.3%		300	-	Election ads
TOTAL ELECTIONS	**11,484**	**10,249**	**10,244**	**8,031**	**78.4%**	**12,090**	**12,090**	**1,846**	Increased to cover the coding of tabulators & supplies/equipment

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 01-25 GEN GOVT / ASSESSOR/PLANNING/CODE ENFORCEMENT --- Moved CEO Admin to Public Safety. Moved Assessing & Planning to CED (Cost Center Elim)									
COMPENSATION									
01-01 SALARIES	190,680	185,166	197,867	172,450	87.2%		-	(197,867)	Distributed all Staff and related expenses to other departments as noted.
01-25 VEHICLE EXPENSES	2,250	1,075	2,250	561	24.9%		-	(2,250)	
INSURANCE									
05-01 FICA/MEDI	14,587	13,602	15,137	12,798	84.5%		-	(15,137)	
05-05 MSRS/ICMA-ER	16,970	16,041	17,610	15,088	85.7%		-	(17,610)	
05-10 WORKER'S COMPENSATION	1,740	1,534	1,870	1,142	61.1%		-	(1,870)	
05-15 HEALTH	34,012	33,302	35,812	26,478	73.9%		-	(35,812)	
05-20 LIFE	342	311	342	311	90.9%		-	(342)	
05-25 DENTAL	464	478	450	350	77.8%		-	(450)	
SUPPLIES									
10-01 OFFICE	2,750	2,793	3,000	2,214	73.8%		-	(3,000)	
10-05 POSTAGE/SHIPPING	1,850	1,426	1,850	531	28.7%		-	(1,850)	
10-15 BOOKS/PUBLICATIONS	1,600	1,014	1,600	794	49.6%		-	(1,600)	
UTILITIES									
15-01 TELEPHONE	1,200	1,200	1,200	800	66.7%		-	(1,200)	
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	5,699	5,394	6,200	5,587	90.1%		-	(6,200)	
PROFESSIONAL SERVICES									
30-60 DUES	1,273	883	1,500	1,382	92.1%		-	(1,500)	
30-80 TRAINING/TRAVEL	3,370	2,632	3,600	932	25.9%		-	(3,600)	
30-85 ZONING	3,200	2,291	3,200	119	3.7%		-	(3,200)	
LEGAL									
35-01 LEGAL	3,500	3,500	5,500	3,132	56.9%		-	(5,500)	
TOTAL ASSESSING/PLANNING/CEO	**285,487**	**272,642**	**298,988**	**244,669**	**81.8%**	**(298,988)**	**(298,988)**	**(298,988)**	All Staff and Expenses Captured in Other Departments, primarily Community & Economic Development

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 01-30 GENERAL GOVT / COMMUNITY & ECONOMIC DEVELOPMENT (CED) [Restoring this Cost Center]									
COMPENSATION									
01-01 SALARIES Full-time Professional Staff						321,680	321,680	321,680	Proposed new full-time Community & Economic Development Director and all former L&BS Division staff: Assessor, Planner, GIS Tech, Admin Asst salaries are included in this line.
01-05 WAGES Pro-Rated Professional Staff						34,368	-	-	**20% Participation of TIF-Eligible TM and Cap Proj Mgr Eliminated per direction of Council - 5/9/19**
01-25 VEHICLE EXPENSES						5,500	5,500	5,500	Economic Development Travel/Training, plus Assessing (2,000) Field Analysis
INSURANCE									
05-01 FICA/MEDI						27,238	24,609	27,238	Four Existing staff and one New Director Position being added
05-05 MSRS/ICMA-ER						32,670	29,324	32,670	
05-10 WORKER'S COMPENSATION						1,512	1,512	1,512	
05-15 HEALTH						70,697	66,737	70,697	
05-20 LIFE						616	524	616	
05-25 DENTAL						660	450	660	
SUPPLIES									
10-01 OFFICE							4,000	4,000	2000 for Assessing, 1000 for GIS, 1000 for Planning and ED
10-05 POSTAGE/SHIPPING							1,850	1,850	800 for Assessing, 1000 for Planning and ED, 50 for GIS
10-15 BOOKS/PUBLICATIONS							3,000	3,000	1600 for Assessing, 500 Planning, 900 for CED
UTILITIES									
15-01 TELEPHONE									Moved to Utilities
SPECIAL EVENTS									
16-01 SPECIAL EVENTS						**5,000**	**2,500**	5,000	Moved from Communications to provide additional funds for business and community development events - **Reduced by Council on 5-7-19**
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT							6,440	6,440	200 Assessing, 2900 CAI, 850 Pathfinder Office, 590 TerraSync GPS, 1900 ESRI
20-05 EQUIPMENT MAINTENANCE/SOFTWARE						**6,800**	**6,800**	6,800	**AutoCAD Software & Hardware Setup for Capital Project Development (Reduced $1,000 by Mgr)**
PROFESSIONAL SERVICES									
30-01 ADVERTISING & MARKETING						**3,500**	**15,000**	3,500	**Increased by Council for Marketing Campaign**
30-30 EXTERNAL PRINTING							9,000	9,000	Moved from Communications and increased to publish quarterly Hampden Highlights
30-60 DUES							2,025	2,025	700 for Assessing,525 for Planning, 300 for GIS, 500 for CED Director
30-80 TRAINING/TRAVEL							7,500	7,500	3950 for Assessing 300 Jess, 633 for Planning, 1200 for GIS, 834 for ED K255
30-85 ZONING							2,000	2,000	Planning - 3 Sets of Legal Notifications
LEGAL									
35-01 LEGAL							7,500	7,500	Includes the Legal line from Assessing, Planning, Code and adds funds for CED TIF Counsel (reimbursed from TIF Districts)
TOTAL COMMUNITY & ECONOMIC DEVELOPMENT	**-**	**-**	**-**	**-**	**N/A**	**553,555**	**517,951**	**553,555**	Includes full funding of 2 new positions, including a new Director (and the FY19 Administrative position to replace Danielle - when the Admin position was moved to Public Safety); plus Planner, Assessor, GIS Tech at 100%.
TOTAL GENERAL GOVERNMENT	**1,164,875**	**1,147,484**	**1,302,785**	**1,102,118**	**84.6%**	**1,546,806**	**1,525,447**	**244,021**	Increases due to two new positions, merit increases, Equity COLA, new equipment and software, and new Economic Development Program Activities associated with proactive commercial/community development

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 05-01 PUBLIC SAFETY / POLICE									
COMPENSATION									
01-01 SALARIES FTE Exempt	724,635	693,383	749,991	676,929	90.3%		735,660	N/A	**CHANGE FROM PRIOR DRAFT** - Former PSD Req Incorrectly Entered & Overall cumulative salaries increase for Reclassification of positions, Raises per contract, and increase in Overtime/Part-time wages. **Other Adj Made due to Promotions and Selection of Certified Officer to replace retiring PSD - Reduced from $824,010 with removal of new police officer**
01-05 WAGES Part-Time/Seasonal Staff							30,000	34,400	Separation of PT & OT from previously aggregated compensation totals **AND, REDUCED this line by 4,400 after discussions with PSD and review of current trends**
01-XX OVERTIME FTE OT							58,350	58,350	Based upon current FY19 costs of more than $ 60K, MGR doesn't recommend a change
01-15 CLOTHING ALLOWANCE	5,000	3,255	5,000	3,187	63.7%		4,000	-	**Reduced $ 1,000 by Council**
INSURANCE									
05-01 FICA/MEDI	55,435	52,408	57,374	50,440	87.9%		63,037	5,663	
05-05 MSRS/ICMA-ER	87,833	91,918	86,793	87,057	100.3%		95,373	8,580	
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT						**20,264**	**20,264**		**Post Retirement Benefits for Eligible Employees (not correctly budgeted in FY18 or FY19**
05-10 WORKER'S COMPENSATION	14,281	12,586	15,344	9,369	61.1%		15,920	576	Estimated 10% increase per MMA; Police & Animal Control
05-15 HEALTH	133,783	130,028	141,528	114,110	80.6%		136,594	(4,934)	Estimated 10% increase New Officer won't need family plan in FY20
05-20 LIFE	1,140	1,112	1,140	1,036	90.9%		1,140	-	Avg. 9.50 per employee per month (No change)
05-25 DENTAL	1,082	900	900	750	83.3%		900	-	150 per employee per month
Gross Salary & Benefits Information - Sub-total included in Departmental Totals:	1,018,189	982,333	1,053,070			1,161,638	1,157,238	108,568	**Gross Wages Illustrate Differences Year-to-Year**
SUPPLIES									
10-20 SUPPLIES/MATERIALS	8,000	4,691	8,000	4,655	58.2%	**8,000**	**5,000**	-	**Reduced $ 3,000 by Council**
10-25 FUEL/GAS/OIL/LUBE	18,000	17,978	18,000	15,851	88.1%		20,000	2,000	**Fuel Cost Increases**
UTILITIES									
15-01 TELEPHONE	4,000	3,238	4,000	3,657	91.4%		-	(4,000)	Moved to Utilities
MAINTENANCE/REPAIRS									
20-01 EQUIP.REPLAC.	1,365	1,190	-	(996)			600	600	PSD requested $ 2,400 for 3 new radios and 1 rifle sight / MGR ADJ - deleted Radios pending a grant request
20-05 EQUIP.MAINT.	1,000	413	1,000		0.0%	**1,000**	**500**	-	**Reduced $ 500 by Council**
20-20 COMM.MAINT.	1,500	312	1,500	42	2.8%	**1,000**	**500**	(500)	**Reduced $ 500 by Council**
20-25 VEHICLE MAINTENANCE	16,000	19,724	16,000	12,009	75.1%	**18,000**	**16,000**	-	**Reduced $ 2,000 by MGR - due to 2 Newer Vehicles in Fleet going into FY20**
PROFESSIONAL SERVICES									
30-50 ANIMAL CONTROL	12,000	11,443	12,000	7,016	58.5%		12,000	-	Contract Services for Shelter - Pet Care
30-XX PURCHASE CERTIFIED OFFICER						**16,000**	**16,000**	16,000	**ADDED ON 5-31-19 -** Purchase of a Certified Police Officer from another Town/City typically costs as much as $40,000; however, we have the opportunity to fill Chief Rogers vacancy with a Cert Res Ofc already working in Hampden for $16,000
30-80 TRAINING/TRAVEL	8,000	4,209	8,000	6,420	80.3%		8,000	-	No Change Recommended
TOTAL POLICE	**1,093,054**	**1,048,786**	**1,126,570**	**991,532**	**88.0%**	**1,251,238**	**1,239,838**	**113,268**	**Final Dept Increase reflects the additional staff for Code Enforcement Administration; and the additional RHSA amount not correctly budgeted in prior years - Dept Req for additional sworn police officer removed by Manager**

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 05-05 PUBLIC SAFETY / FIRE DEPT.									
COMPENSATION									
01-01 SALARIES FTE Exempt	706,496	660,513	740,156	695,197	93.9%		759,629	N/A	**Increase for Reclassification of positions, per contract & New Deputy Chief to be Added - Reduced from $802,124 with removal of new FF/Paramedic**
01-XX OVERTIME FTE OT							65,130	65,130	Overtime broken-out to illustrate costs & based upon current FY19 costs of more than $100K, MGR doesn't recommend a change
01-10 CALL WAGES	12,000	19,258	12,000	12,732	106.1%		20,000	8,000	MGR ADJ RESTORED Call Wages ($5k) following a meeting with new PSD
01-15 CLOTHING ALLOWANCE	4,000	4,259	7,200	2,848	39.6%		7,200	-	Increased Per Union Contract Approved by Council in 2018
INSURANCE									
05-01 FICA/MEDI	54,047	49,770	56,622	51,096	90.2%		64,625	8,003	
05-05 MSRS/ICMA-ER	92,760	86,488	89,163	88,456	99.2%		104,009	14,846	
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT						**7,788**	**7,788**		**Post Retirement Benefits for Eligible Employees (not correctly budgeted in FY18 or FY19**
05-10 WORKER'S COMPENSATION	32,643	28,767	35,072	21,415	61.1%		36,249	1,177	Estimated 10% increase per MMA; Fire Department & Code Enforcement
05-15 HEALTH	157,852	159,966	158,152	146,883	92.9%		195,071	36,919	**Estimated 10% increase AND 3 FTE Move from Single to Family**
05-20 LIFE	1,140	1,225	1,140	1,140	100.0%		1,140	-	Avg. 9.50 per employee per month
05-25 DENTAL	927	825	900	688	76.4%		900	-	150 per employee per month
Gross Salary & Benefits Information - Sub-total included in Departmental Totals:	1,057,865	1,006,811	1,093,205			1,254,541	1,254,541	161,336	**Gross Wages Illustrate Differences Year-to-Year**
SUPPLIES									
10-15 BOOKS/PUBLICATIONS	2,000	1,460	800	-	0.0%		800	-	Level funding
10-20 SUPPLIES/MATERIALS	4,000	4,035	4,000	3,392	84.8%		4,000	-	Level funding
10-25 FUEL/GAS/OIL/LUBE	9,000	8,227	9,000	8,225	91.4%		9,000	-	Level funding
10-30 EMS SUPPLIES	13,000	14,357	13,000	13,593	104.6%	13,000	**15,000**	**-**	**Increased by Council - at Request of New PSD by 2,000**
UTILITIES									
15-01 TELEPHONE	2,800	3,143	3,200	1,923	60.1%	-	-	(3,200)	moved to Utilities
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	1,500	2,575	4,944	3,879	78.5%		11,000	6,056	Increased for Positive Pressure Fan ($3,000) RIT Pack ($4,000) make up the difference
20-05 EQUIP.MAINT.	5,000	6,854	7,000	8,267	118.1%		9,000	2,000	Increased due to current expense trends
20-20 COMM.MAINT.	2,000	621	1,500	620	41.3%		1,500	-	
20-25 VEHICLE MAINTENANCE	13,000	12,740	13,000	7,424	57.1%		15,000	2,000	Engine 272 requires major repair of CAF Compressor (Fire LT)
20-40 STATION #1	4,800	5,717	6,000	3,217	53.6%		6,000	-	
EQUIPMENT									
25-01 ALS	2,000	996	2,000	-	0.0%	-	-	(2,000)	Items captured elsewhere
25-05 SAFETY	6,000	9,321	6,000	8,771	146.2%	**6,000**	**9,000**	**-**	**Increase in Safety Personal Protective Equipment / Restored 3,000 - PSD Reqeust at Council Workshop 5-29-19**
PROFESSIONAL SERVICES									
30-20 CONTRACTED SERVICES	9,750	7,156	9,750	5,289	54.2%		9,750	-	Level funding
30-37 LICENSE FEES	1,500	-	1,500	380	25.3%		1,500	-	Level funding
30-55 FIRE PREVENTION EDUCATION	500	-	500	-	0.0%		1,500	1,000	Increased by PSD for a New Knox Box Program for Seniors
30-80 TRAINING/TRAVEL	8,500	8,111	8,500	5,779	68.0%		8,000	(500)	MGR ADJ - reduced due to previous and current Fiscal Year trends
TOTAL FIRE / EMS / CODE ENFORCEMENT	**1,147,215**	**1,096,383**	**1,191,099**	**1,091,214**	**91.6%**	**1,357,791**	**1,362,791**	**166,692**	**Increase reflects Union-Mandated Contract Changes in wages and benefits and Added Deputy Fire Chief Position to replace a current supervisory Lt.**

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div: 05-10 PUBLIC SAFETY / PUBLIC SAFETY									
COMPENSATION									
01-01 SALARIES	134,122	133,826	138,329	164,277	118.8%		192,757	54,428	Public Safety Director & Admin Support for Public Safety and transferred Position from Land-Building Services for Code Enforcement/Building Services Administration within Public Safety
INSURANCE									
05-01 FICA/MEDI	10,260	10,142	10,582	12,287	116.1%		14,746	4,164	
05-05 MSRS/ICMA-ER	15,705	15,688	12,691	20,452	161.2%		19,152	6,461	
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT							3,194		
05-10 WORKER'S COMPENSATION	1,836	1,618	1,973	1,205	61.1%		2,108	135	Per MMA
05-15 HEALTH	25,224	24,698	26,559	21,816	82.1%		48,782	22,223	**Estimated 10% increase (plus new PSD is Family vs Single Plan)**
05-20 LIFE	227	226	227	178	78.4%		342	115	Avg. 9.50 per employee per month
05-25 DENTAL	309	150	150	125	83.3%		300	150	150 per employee per month
SUPPLIES									
10-01 OFFICE	3,300	1,973	3,930	1,735	44.1%		3,000	(930)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-05 POSTAGE/SHIPPING	800	397	800	340	42.5%		500	(300)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-30 EMS SUPPLIES	3,000	989	2,500	2,205	88.2%		2,000	(500)	MGR ADJ - reduced due to previous and current Fiscal Year trends
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	800	755	300	-	0.0%		300	-	
EQUIPMENT									
25-10 RENTAL	1,200	2,702	1,200	1,369	114.1%		1,200	-	
PROFESSIONAL SERVICES									
30-65 RECRUITMENT EXPENSES	4,000	4,101	5,000	313	6.3%	**1,000**	**3,000**	(4,000)	**Council ADJ - Increased by 2,000 per Discussion on 5/14**
30-80 TRAINING/TRAVEL	2,000	2,582	2,000	1,423	71.2%		2,000	-	
PUBLIC SAFETY ADMINISTRATION	**202,783**	**199,847**	**206,241**	**227,725**	**110.4%**	**291,381**	**293,381**	**85,140**	Increase due to salary and benefit increases and additional administrative support (newly transferred position) for Code Enforcement
TOTAL PUBLIC SAFETY	**2,443,052**	**2,345,016**	**2,523,910**	**2,310,471**	**91.5%**	**2,900,410**	**2,896,010**	**376,500**	Overall increase due primarily to salary and benefit costs associated with Union Contract terms and the reclassification of supervisors for each division with the restructuring that adds two deputy director positions

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 06-06 NON DEPARTMENT UTILITIES									
INSURANCE									
05-15 HEALTH	81,500	81,500	81,500	68,120	83.6%		81,500	-	HRA through Med-a-Vision; employer fund for reimbursement of eligible cost - per Finance/HR research
UTILITIES									
15-05 ELECTRICITY	60,104	63,449	60,104	45,141	75.1%		66,690	6,586	11.3% increase per letter from EMERA
15-01 TELEPHONE							18,190	18,190	Otelco, TDS, Verizon, Time Warner for municipal complex
MAINTENANCE/REPAIRS									
20-30 STREET LIGHT MAINTENANCE	2,306	2,902	2,306	2,181	94.6%		2,500	194	Per DPW Director
PROFESSIONAL SERVICES									
30-15 COMPUTER SERVICE							23,545	23,545	18,325 Trio software for all departments except sewer, 1,920 Annual GovOffice & Domain, 3,300 Town Hall Streams
30-35 HYDRANT RENT	414,362	414,361	505,522	502,815	99.5%		500,000	(5,522)	Estimated - based on Water District Information
TOTAL NON-DEPARTMENT UTILITIES	**558,272**	**562,212**	**649,432**	**618,257**	**95.2%**	**692,425**	**692,425**	**42,993**	MGR NOTE: Increase due to both consolidation of other Cost Centers and increased utility/energy costs

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 10-01 PUBLIC WORKS / HIGHWAY									
COMPENSATION									
01-01 SALARIES	555,480	533,721	567,741	499,286	87.9%		575,209	7,468	**Current Full-time staff, with the addition of a new Capital Projects Manager per Council on 5-29-19**
01-XX OVERTIME FTE OT							65,000	65,000	Overtime broken-out to illustrate costs / MGR ADJ reduces this Cost Center based upon year-to-date analysis and assumes more efficient operations with oversight increased with the addition of a Capital Projects Manager position that allows more supervisory time from the DPW Director
01-15 CLOTHING ALLOWANCE	8,450	5,890	7,575	5,751	75.9%		6,200	(1,375)	MGR ADJ - reduced due to previous and current Fiscal Year trends
01-25 VEHICLE EXPENSES	2,200	670	1,200	258	21.5%		1,155	(45)	
INSURANCE									
05-01 FICA/MEDI	42,494	39,297	43,432	36,276	83.5%		48,976	5,544	OVERTIME
05-05 MSRS/ICMA-ER	47,404	50,146	49,453	46,926	94.9%		56,913	7,460	OVERTIME
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT							3,276		
05-10 WORKER'S COMPENSATION	35,704	31,464	38,360	23,423	61.1%		23,211	(15,149)	Estimated 10% increase per MMA
05-15 HEALTH	127,760	138,554	138,611	121,950	88.0%		175,447	36,836	Estimated 10% increase
05-20 LIFE	1,200	1,072	1,200	1,019	84.9%		1,254	54	Avg. 9.50 per employee per month
05-25 DENTAL	927	875	900	763	84.8%		1,050	150	150 per employee per month
SUPPLIES									
10-01 OFFICE	700	769	1,300	443	34.1%		1,200	(100)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-05 POSTAGE/SHIPPING	2,000	305	500	1,821	364.2%		300	(200)	Reduced due to Mail Machine Discount
10-15 BOOKS/PUBLICATIONS	500	-	500	8	1.6%		500	-	Level funding
10-17 TREE PLANT/REMOVAL	3,500	8,225	7,500	1,300	17.3%		5,000	(2,500)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-20 SUPPLIES/MATERIALS	3,400	4,015	5,200	4,668	89.8%		5,000	(200)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-25 FUEL/GAS/OIL/LUBE	51,675	51,433	64,233	59,049	91.9%	**64,233**	**65,300**	-	**Increased $ 1,067 on advice of Council**
10-40 SALT	88,200	111,647	90,000	129,061	143.4%		102,000	12,000	MGR NOTE: Leaving as Requested, due to changing nature of the Winter Storm Season and Types of Precipitation
10-50 TAR PATCHING	8,000	6,129	6,000	7,244	120.7%		6,000	-	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-55 STREET SIGNS	3,500	3,720	3,100	1,968	63.5%		5,925	2,825	Increased due to new portable sign trailer to accommodate new Radar Sign from MDOT
10-60 CALCIUM CHLORIDE	2,000	1,791	2,000	1,176	58.8%		2,000	-	
10-65 STEEL PLOWS	22,500	14,204	19,000	12,864	67.7%		17,500	(1,500)	Replacement Parts for existing plows
10-70 RESURFACING ROADS	608,676	550,053	364,100	355,995	97.8%		384,100	20,000	Road Conditions Warrant No Reduction to the Requested Amount
UTILITIES									
15-01 TELEPHONE	9,160	8,813	9,380	7,940	84.6%		7,660	(1,720)	Phone and internet moved to Utilities balance is for GPS

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	103,479	103,479	135,160	140,212	103.7%		280,215	145,055	This includes the existing Lease Payments of 140,215 & 150,000 in new equipment, with $10,000 to Reserve Reimbursement
20-05 EQUIP.MAINT.	65,000	66,286	65,000	56,619	87.1%		65,000	-	Level funding for regular equipment and vehicle maintenance.
20-15 COPIER	300	-	100	-	0.0%		100	-	
20-26 TIRES	12,200	12,109	9,800	7,814	79.7%		9,700	(100)	MGR NOTE: Concur with reduction by Dept Head
20-55 MOWING	2,000	-	2,000	1,064	53.2%		2,000	-	
EQUIPMENT									
25-05 SAFETY	2,950	2,979	4,070	3,904	95.9%		3,440	(630)	Purchase of Monitor for Safety Training in FY19 reduces this line for FY20.
25-10 RENTAL	8,000	7,800	8,700	5,161	59.3%		6,500	(2,200)	MGR ADJ - reduced due to previous and current Fiscal Year trends
PROFESSIONAL SERVICES									
30-01 ADVERTISING	2,800	688	2,800	355	12.7%		1,000	(1,800)	MGR ADJ - reduced due to previous and current Fiscal Year trends
30-20 CONTRACTED SERVICES AND EQUIP	46,800	42,755	66,000	4,432	6.7%	**33,245**	**33,245**	(32,755)	**Original Request of $73,245 Reduced by $40,000 with the addition of a Capital Projects Manager (FY19 not fully billed by Consulting Engineer)**
30-21 DRUG/ALCOHOL SCREENING	843	786	843	466	55.3%		728	(115)	Funding for Random Testing - Not controlled by the Town
30-75 STREET CONSTRUCTION	-	665	303,000	-	0.0%	**20,000**	**20,000**	**(283,000)**	**FY19 included Schoolhouse Lane Construction. Also Coldbrook Road Storm drain ($20k) which may be eligible for Environmental Trust (Stormwater) Funding - Removed Baker Road**
30-76 SIDEWALK/STREET PAINTING	13,500	10,705	8,550	3,890	45.5%	**8,550**	**13,600**	-	**Council ADJ - Restored for Street Painting every other year, and crosswalks annually**
30-80 TRAINING/TRAVEL	5,000	1,345	5,000	5,817	116.3%	**7,500**	**7,500**	**2,500**	**MGR Adding $2,500 for Additional Field Work by Cap Proj Mgr**
TOTAL HIGHWAY	**1,888,302**	**1,812,389**	**2,032,308**	**1,548,923**	**76.2%**	**1,997,087**	**2,003,204**	**(35,221)**	**Budget actually drops a total 17.47%, due in part to the $150,000 captured here instead of Reserve Capital Program, and the $150,000 budgeted in FY19 for Schoolhouse Lane**
Adjusted Highway Costs Illustrated			**2,032,308**			**1,697,087**	**1,703,204**	**(335,221)**	Additional Information demonstrating actual operating costs, minus the capital equipment included in operations budget in FY19 & FY20

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 10-05 PUBLIC WORKS / GARAGE									
SUPPLIES									
10-10 GENERAL EXP	960	819	960	785	81.8%		960	-	Level funding
10-20 SUPPLIES/MATERIALS	11,000	10,882	14,100	12,553	89.0%		11,425	(2,675)	MGR NOTE: Concur with reduction by Dept Head
10-25 FUEL/GAS/OIL/LUBE	1,650	2,083	1,800	1,795	99.7%		1,800	-	
UTILITIES									
15-05 ELECTRICITY	5,900	4,703	5,500	3,652	66.4%		4,800	(700)	MGR ADJ - reduced due to previous and current Fiscal Year trends
15-10 HEATING (PROPANE) FUEL	8,775	5,714	10,150	9,149	90.1%		10,000	(150)	Est. 6,135 gal @1.63 - Reduction benefits from the spray foaming insulation added last year, in spite of anticipating a 15% cost/gal increase.
MAINTENANCE/REPAIRS									
20-05 EQUIP.MAINT.	500	448	1,100	344	31.3%		800	(300)	MGR NOTE: Concur with reduction by Dept Head
20-35 BUILDING MAINTENANCE	21,300	22,852	20,800	15,587	74.9%		18,900	(1,900)	MGR NOTE: Concur with reduction by Dept Head
TOTAL GARAGE	**50,085**	**47,501**	**54,410**	**43,865**	**80.6%**	**48,685**	**48,685**	**(5,725)**	

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 10-10 PUBLIC WORKS / STORMWATER									
STORMWATER									
22-01 MAINT/REPAIR	39,815	35,481	11,580	2,229	19.2%		8,020	(3,560)	MGR NOTE: Reduced to reflect historical and current trends
22-05 COMPLIANCE DOCUMENTATION	24,750	21,865	24,500	10,613	43.3%	**24,500**	**16,000**	(8,500)	**MGR NOTE: Reduced $8,500 with addition of a new Capital Projects Manager Other Compliance may be further reduced in future years and/or charged to Env Trust**
22-10 SUPPLIES/GEN'L	1,500	3,839	2,500	1,142	45.7%		2,000	(500)	
22-20 CONTRACTED SERVICES	9,320	9,899	4,080	4,067	99.7%		4,500	420	
PROFESSIONAL SERVICES									
30-80 TRAINING/TRAVEL	2,200	552	1,200	40	3.3%		1,200	-	
TOTAL STORMWATER	**77,585**	**71,636**	**43,860**	**18,091**	**41.2%**	**40,220**	**31,720**	(12,140)	**Reduced by Having Internal Compliance Engineering Support**
TOTAL PUBLIC WORKS	**2,015,972**	**1,931,526**	**2,130,578**	**1,610,879**	**75.6%**	**2,085,992**	**2,083,609**	**(44,586)**	Reminder that $300,000 is captured here instead of Capital Reserves this year, so actual increase is 6.23%; primarily due to salary increases and increases in solid waste (that will be partially recaptured in new rebates from Coastal Resources / MGR ADJ = increase of only 4.74%
This is the Adjusted DPW Costs, after subtracting ($300,000) for 6-Yard Truck & Schoolhouse Lane Reimb						**1,785,992**	**1,783,609**	**(344,586)**	**Overall Costs have actually been reduced, in spite of the addition of Capital Projects Manager, and completion of Schoolhouse Lane a One-time Large Expenditure**

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 15-10 SOLID WASTE / SOLID WASTE									
COMPENSATION									
01-01 SALARIES	66,953	74,992	64,076	82,682	129.0%		70,146	6,070	Two full-time employees, without prior OT added in FY19.
01-05 WAGES Part-Time/Seasonal Staff				-			16,560	16,560	Not budgeted for in FY19 by previous Manager.
01-XX OVERTIME FTE OT							1,000	1,000	
01-15 CLOTHING ALLOWANCE	1,580	1,244	1,580	1,119	70.8%		1,650	70	
INSURANCE									
05-01 FICA/MEDI	5,122	6,666	4,902	6,244	127.4%		6,710	1,808	
05-05 MSRS/ICMA-ER	6,049	8,919	5,940	7,879	132.6%		6,738	798	
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT							1,536		
05-10 WORKER'S COMPENSATION	4,080	3,596	4,384	2,677	61.1%		2,352	(2,032)	Estimated 10% increase per MMA
05-15 HEALTH	25,224	17,902	18,506	15,202	82.1%		19,802	1,296	Estimated 10% increase
05-20 LIFE	227	236	227	207	91.2%		988	761	Avg. 9.50 per employee per month
05-25 DENTAL	155	150	150	125	83.3%		150	-	150 per employee per month
SUPPLIES									
10-20 SUPPLIES/MATERIALS	3,820	3,599	3,820	977	25.6%		3,000	(820)	
UTILITIES									
15-05 ELECTRICITY	2,600	2,335	2,500	1,988	79.5%		2,450	(50)	
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT								-	Cost Center retained for future Use, as improvements are made to Transfer Station
20-05 EQUIP.MAINT.								-	Cost Center retained for future Use, as improvements are made to Transfer Station
PROFESSIONAL SERVICES									
30-37 LICENSE FEES	5,704	4,995	6,580	3,769	57.3%	**6,000**	**6,000**	**(580)**	**MGR ADJ - Reduced to reflect current and historical trends**
30-53 SOLID WASTE REMOVAL	255,000	281,455	265,000	222,629	84.0%	**250,000**	**250,000**	(15,000)	**MGR ADJ - Reduced to reflect current and historical trends - AND due to change in delivery practices from PERC to CRM, reduced tipping fees for SSR, and with the likelihood of refunds increasing in FY20**
TOTAL SOLID WASTE	**376,514**	**406,090**	**377,665**	**345,498**	**91.5%**	**389,082**	**389,082**	**11,417**	MGR NOTE: This Cost Center is a High Priority for finding Operational Cost Reductions and Increases to Fees for improved cost recovery. The Town can't afford to operate this facility with the existence of the new Coastal Resources facility and the availability of more economical solid waste disposal options located right here in Town

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 20-01 RECREATION/CULTURE / PARKS & RECREATION ADMINISTRATION									
COMPENSATION									
01-01 SALARIES	127,348	125,261	135,061	126,391	93.6%		144,396	9,335	Level Staffing, with three existing full-time staff each being reclassified for organizational and industry-standard equity & supervisory responsibilities
01-XX OVERTIME							1,500	1,500	Overtime for Non-Exempt staff
INSURANCE									
05-01 FICA/MEDI	9,742	9,269	10,332	9,234	89.4%		11,161	829	
05-05 MSRS/ICMA-ER	11,117	12,816	11,791	12,543	106.4%		12,985	1,194	
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT			1,950	-			3,257		
05-10 WORKER'S COMPENSATION	2,244	1,978	2,411	1,472	61.1%		5,688	3,277	MGR NOTE: Increase Per MMA; Rec and Skehan Center
05-15 HEALTH	41,660	32,609	35,812	29,417	82.1%		38,319	2,507	Includes 10% increase Jan-June
05-20 LIFE	341	330	341	311	91.2%		342	1	Est. 9.50 per employee per month
05-25 DENTAL	309	288	300	250	83.3%		300	-	150 per employee per month
TOTAL PARKS & RECREATION PROGRAMMING	**192,761**	**182,551**	**197,998**	**179,618**	**90.7%**	**217,948**	**217,948**	**19,950**	MGR NOTE: Beyond Public Safety, this department is likely to be the most "value-added" group of staff and programs that contribute directly to the quality of life of the Town's citizens and visitors. This increase is mostly a result of my reclassification recommendations.

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 20-05 RECREATION/CULTURE / RECREATION PROGRAMS									
COMPENSATION									
01-05 WAGES Part-Time/Seasonal Staff	117,398	91,792	129,332	95,433	73.8%		77,362	(51,970)	Includes Kid's Kamp, Kid's Korner, Youth Soccer Officials, Softball Umpires and Track / Field part-time staff
INSURANCE									
05-01 FICA/MEDI	8,981	7,326	9,894	7,301	73.8%		5,919	(3,975)	
SUPPLIES									
10-01 OFFICE	1,850	1,440	1,850	1,493	80.7%		1,000	(850)	Includes Misc. Supplies, First Aid, AED, and Sam's Membership, Copier/Toner in IT budget
10-05 POSTAGE/SHIPPING	100	56	100	50	50.0%		100	-	Meter Postage
UTILITIES									
15-01 TELEPHONE	2,556	1,819	2,520	1,741	69.1%		2,300	(220)	USCell-KK, Verizon Office Phone, TDS Internet Package with Phone Bundle
15-05 ELECTRICITY	1,800	1,686	1,500	1,031	68.7%		1,500	-	VFW Tennis, Concession Stand, Press Box, and Ballfield Lights, Concession Stand
PROFESSIONAL SERVICES									
30-01 ADVERTISING	1,600	536	1,600	378	23.6%		1,000	(600)	Constant Contact and Misc. Advertising, using Indeed mostly for PT employee advertising
30-39 DEBIT/CREDIT FEES	5,600	6,266	6,400	6,389	99.8%		6,000	(400)	Annual Software Fee and Credit Card fees, reduced with reduction in KK enrollment
30-80 TRAINING/TRAVEL	2,175	1,833	3,220	465	14.4%		2,175	(1,045)	MRPA Agency Membership, Mileage, Conference/Workshop funding
SPECIAL PROGRAMS									
40-04 ADULT SOFTBALL	770	427	-	-			-	-	
40-24 FIELD HOCKEY	163	137	-	-			-	-	
40-26 FLAG FOOTBALL	188	-	-	-			-	-	
40-26 RUNNING	203	-	-	-			-	-	
40-39 SUMMER PROGRAMS	-	-	7,285	9,939	136.4%		8,900	1,615	Track Tees, Fees, Tennis Balls, Volleyball nets, Softball Base, Hydrant Service, Instructor fees Basketball camp and Soccer camp, Softballs
40-41 FALL PROGRAMS	-	-	6,400	7,431	116.1%		3,955	(2,445)	Field Hockey, Football, Soccer Tees, Line Paint, Basketball Clinic and Robotics Instructor fees, Misc. Equipment
40-43 WINTER I PROGRAMS	-	-	5,375	6,149	114.4%		5,900	525	Basketball Tees, Misc. Equipment, Breakaway rim, Ski and Snowboard Instructor fees
40-44 KIDS KAMP	10,070	6,252	9,720	3,400	35.0%		7,820	(1,900)	Staff Tees, Bus Fees, Entrance Fees, Entertainers, Program Equipment, Craft/Program Supplies, Cleaning Supplies
40-45 WINTER II PROGRAMS	-	-	1,529	1,026	67.1%		416	(1,113)	Baseball Clinic Instructor fee, Misc. Equipment
40-46 KIDS KORNER	12,755	4,511	12,450	2,160	17.3%		15,560	3,110	Bussing to Skehan, Program Equipment, Craft/Program Supplies, Cleaning Supplies, Scheduling Software
40-48 LITTLE LEAGUE	250	99	250	136	54.4%		250	-	Sewer at VFW Concession Stand
40-49 SPRING PROGRAMS	-	-	2,559	1,180	46.1%		1,056	(1,503)	Teeball/Baseball Tees, Baseball Clinic Instructor fee, Misc. Equipment
40-54 SENIOR ACTIVITIES	900	900	900	900	100.0%		900	-	Support for a group bus trip for Hampden Seniors Club
40-58 SKIING	2,500	3,375	-	-			-	-	
40-58 SNOWMOBILE ACTIVITIES	2,000	2,000	2,000	2,000	100.0%		2,000	-	Support for Goodwill Riders trail maintenance
40-60 SPEC'L EVENT & RENTALS	2,500	1,185	-	-			-	-	
40-70 T-BALL	800	837	-	-			-	-	
40-76 TRACK/FIELD	2,000	2,308	-	-			-	-	
40-80 YOUTH SOCCER	2,300	2,284	-	-			-	-	
40-81 FACILITIES MAINTENANCE	13,000	12,924	17,000	9,090	53.5%		12,000	(5,000)	Turf Maintenance at all town ballfields, Misc. Repairs, Western Avenue Recreation Area Field Overseed
TOTAL RECREATION	**192,459**	**149,992**	**221,884**	**157,692**	**71.1%**	**156,113**	**156,113**	**(65,771)**	Reduction due to changes to Kids Korner and the related impacts to other Recreation Programming

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 20-07 RECREATION/CULTURE / SKEHAN CENTER									
COMPENSATION									
01-05 WAGES Part-Time/Seasonal Staff	34,640	17,670	37,740	15,384	40.8%		37,080	(660)	2-Program Staff at Skehan/Building Supervisor,4- Basketball support staff
INSURANCE									
05-01 FICA/MEDI	2,650	1,402	2,887	1,177	40.8%		2,837	(50)	
SUPPLIES									
10-20 SUPPLIES/MATERIALS	9,500	9,688	8,500	6,381	75.1%		3,200	(5,300)	Cleaning Supplies, Paper products, Auto Scrubber Maintenance, Purchase of a Lobby Scrubber**Building Cleaning taken over by FTE and PT staff
UTILITIES									
15-05 ELECTRICITY	11,500	13,308	11,500	11,284	98.1%		12,800	1,300	Includes 11.4% Increase per Emera for medium business
15-10 FUEL	11,950	13,051	17,493	17,310	99.0%		19,926	2,433	7000 gallons Oil estimate at $2.85/gallon, and propane for boiler firing
15-15 WATER	3,000	3,682	3,542	2,710	76.5%		2,525	(1,017)	Includes sprinkler and annual sprinkler inspection, reduced meter size to 1" actual use charge 9/2018
15-20 SEWER	1,700	609	1,400	1,502	107.3%		1,600	200	
15-25 TAXES/INSURANCE	19,501	24,630	23,101	22,854	98.9%		29,901	6,800	Insurance, taxes, rent, Snow Removal, Outstanding Paving Expense 6/2018, Misc. Expenses
MAINTENANCE/REPAIRS									
20-35 BUILDING MAINTENANCE	14,700	12,562	20,715	10,908	52.7%		25,000	4,285	Annual Services for Floor Maintenance, Boiler Service, Heat Pump Service, Fire Extinguisher Certification, Seasonal Rug Service, Heat Pump Addition Allen Room, Window Replacement Allen Room, Floor Covering Allen Room, Roof Repairs
SPECIAL PROGRAMS									
40-10 ART LESSONS	1,440	2,222	-	-			-	-	
40-15 CONCESSIONS	2,100	1,145	1,450	710	49.0%		1,200	(250)	Paper Goods, Liquid and Food Product, Bottle Deposits, Misc. Concessions
40-17 BASEBALL CLINIC	648	774	-	-	N/A		-	-	MGR NOTE: Original 5/6/19 Version included $3,500 Expense here (IN ERROR)
40-21 DROP IN PROGRAM	2,475	3,438	1,650	2,923	177.2%		3,500	1,850	Pickleball, Men's Basketballs, Music License, Line Dancing Instructor fee, Pickleball Net, Misc. Expenses / MGR NOTE: concur with increasing expenses that support programming with a cost-benefit return
40-24 FIELD HOCKEY	50	-	-	-			-	-	
40-25 AD, DONATIONS	180	65	-	130			-	-	
40-36 INDOOR SOCCR	50	-	-	-			-	-	
40-40 JR PRO BSKTB	3,650	2,583	-	-			-	-	
40-60 SPEC'L EVENT & RENTALS	-	-	4,350	992	22.8%		3,250	(1,100)	Halloween Open House, Summer Entertainer, Round Robin Officials and Assigner, Misc. Expenses
40-61 SPEC PROGRAMS	3,500	9,624	-	-			-	-	
TOTAL SKEHAN CENTER	**123,234**	**116,452**	**134,328**	**94,265**	**70.2%**	**142,819**	**142,819**	**8,491**	MGR NOTE: Clearly the $1.00 / Year Lease has significant associated costs, particularly with the ongoing increased maintenance responsibilities and higher utilities

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 20-10 CULTURE / EDYTHE DYER LIBRARY									
COMPENSATION									
01-01 SALARIES	157,348	151,396	166,405	150,407	66.1%		145,030	(21,375)	Level staffing of three full-time positions, with part-time staff moved to line below
01-05 WAGES Part-Time/Seasonal Staff	-	-	-	-			29,822	29,822	Part-time & Seasonal staff broken out from full-time line and increasing slightly to allow for adjusted hours that better suit use patterns observed in FY19.
INSURANCE									
05-01 FICA/MEDI	12,038	12,368	12,730	11,800	67.8%		13,377	647	
05-05 MSRS/ICMA-ER	11,607	12,715	12,074	11,267	51.5%		12,412	338	
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT			4,200				3,100		
05-10 WORKER'S COMPENSATION	510	449	548	335	36.6%		400	(148)	Per MMA
05-15 HEALTH	21,971	21,642	23,133	19,534	58.8%		24,753	1,620	Includes 10% increase Jan-June
05-20 LIFE	340	339	340	311	58.2%		342	2	Est. 9.50 per employee per month
05-25 DENTAL	309	300	300	250	58.3%		300	-	150 per employee per month
SUPPLIES									
10-01 OFFICE	400	253	400	216	28.7%		400	-	Level funding
10-03 INTERLIBRARY LOAN	2,160	2,160	1,846	1,846	100.0%		1,846	-	Level funding
10-05 POSTAGE/SHIPPING	290	244	290	243	83.9%		290	-	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-15 BOOKS/PUBLICATIONS	10,000	9,413	12,000	11,937	85.3%		14,000	2,000	Librarian Requested Restoring Book budget to former funding level ($15,914 in FY 2017) Reduced at Council Direction
10-16 PERIODICALS	1,500	1,500	1,000	393	39.3%		1,000	-	Level funding
10-20 SUPPLIES/MATERIALS	1,350	765	1,350	871	45.4%		1,350	-	Level funding
UTILITIES									
15-01 TELEPHONE	1,188	1,171	1,188	1,049	57.8%		1,236	48	MGR NOTE: Phone not moved to Non-Dept Utilities due to Library/State connection
15-05 ELECTRICITY	5,508	6,167	5,600	5,785	64.9%		6,180	580	MGR NOTE: Based upon increased energy costs, and current billing for FY19
15-10 FUEL	1,450	2,148	2,999	2,933	59.7%		3,400	401	Estimate 1200 gal. @ 2.85
15-15 WATER	326	326	401	400	74.7%		400	(1)	
15-20 SEWER	272	141	220	209	94.9%		280	60	MGR NOTE: No change recommended for utilities
MAINTENANCE/REPAIRS									
20-35 BUILDING MAINTENANCE	13,340	13,438	13,340	10,796	47.2%		13,340	-	
PROFESSIONAL SERVICES									
30-15 COMPUTER SERVICE	4,550	4,357	4,550	-	0.0%		4,550	-	Not included in Town's IT budget because this is subscriber service with the Maine State Library
30-60 DUES	256	100	256	239	93.4%		256	-	Level funding
30-80 TRAINING/TRAVEL	554	415	554	540	92.1%		554	-	Level funding
SPECIAL PROGRAMS									
40-98 LIBRARY PROGRAMS	2,000	2,034	2,000	1,932	65.5%		2,000	-	Level funding
TOTAL LIBRARY	**249,267**	**243,840**	**267,724**	**233,293**	**63.7%**	**280,618**	**280,618**	**12,894**	Increase due to higher amounts for Equity COLA, utilities

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 20-20 RECREATION / LURA HOIT MEMORIAL POOL									
COMPENSATION									
01-01 SALARIES	84,891	85,185	88,334	82,050	92.9%		93,462	5,128	Level Staffing, with two existing full-time staff and Director being reclassified for organizational and industry-standard equity & supervisory responsibilities
01-05 WAGES Part-Time/Seasonal Staff	109,208	103,666	116,684	105,858	90.7%		123,543	6,859	Increases due to rising Minimum Wages, as required by State Law
INSURANCE									
05-01 FICA/MEDI	14,849	14,286	15,684	13,705	87.4%		16,601	917	
05-05 MSRS/ICMA-ER	7,302	7,328	7,604	6,918	91.0%		8,040	436	
05-10 WORKER'S COMPENSATION	4,747	4,183	5,100	3,114	61.1%		5,146	46	Per MMA
05-15 HEALTH	17,576	17,209	18,506	18,620	100.6%		28,418	9,912	Includes 10% increase Jan-June
05-20 LIFE	228	226	228	207	90.8%		228	-	Est. 9.50 per employee per month
05-25 DENTAL	309	238	300	250	83.3%		300	-	150 per year per employee
SUPPLIES									
10-01 OFFICE	1,234	1,077	1,234	698	56.6%		1,234	-	Level funding
10-05 POSTAGE/SHIPPING	450	198	450	177	39.3%		450	-	Level funding
10-20 SUPPLIES/MATERIALS	1,050	1,087	1,100	576	52.4%		1,100	-	Level funding
10-80 CHLORINE	7,200	5,330	7,200	6,266	87.0%		8,000	800	Vendor Cost Increase for materials
UTILITIES									
15-01 TELEPHONE	1,176	1,178	1,176	1,063	90.4%		1,176	-	
15-05 ELECTRICITY	22,000	21,380	22,000	15,283	69.5%		23,400	1,400	MGR NOTE: No change recommended for utilities
15-10 FUEL	19,500	20,536	27,489	28,616	104.1%		34,159	6,670	Estimated 12000 gal. @ 2.84
15-15 WATER	3,500	2,283	3,500	3,382	96.6%		3,500	-	
15-20 SEWER	5,172	1,020	2,400	2,111	88.0%		3,000	600	
MAINTENANCE/REPAIRS									
20-05 EQUIP.MAINT.	15,000	24,443	17,000	14,044	82.6%		15,000	(2,000)	MGR ADJ - reduced due to previous and current Fiscal Year trends
20-35 BUILDING MAINTENANCE	4,500	4,281	4,500	3,378	75.1%		4,500	-	
PROFESSIONAL SERVICES									
30-01 ADVERTISING	800	299	800	217	27.1%	**400**	**400**	**(400)**	**MGR ADJ - reduced due to previous and current Fiscal Year trends**
30-39 DEBIT/CREDIT FEES	3,700	3,864	3,800	4,076	107.3%		3,900	100	Increase needed for contractual arrangement for processing cc payments
30-80 TRAINING/TRAVEL	1,500	663	1,500	702	46.8%	**800**	**800**	**(700)**	**MGR ADJ - reduced due to previous and current Fiscal Year trends**
TOTAL POOL	**325,892**	**319,961**	**346,589**	**311,311**	**89.8%**	**376,357**	**376,357**	**29,768**	Increase due to higher amounts for Equity COLA, utilities (Energy) and maintenance costs

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 20-25 RECREATION/CULTURE / MARINA									
SUPPLIES									
10-10 TRAINING OF VOLUNTEER HARBOR MASTER	350	112	850	563	66.2%		850	-	Harbor Master works as a volunteer staff person, this covers his annual training expenses
TOTAL MARINA	**350**	**112**	**850**	**563**	**0.66**	**850**	**850**	-	FY19 Marina Expenses partially captured in Public Works - but this will transition to Public Safety in FY20, and training expenses will be journaled prior to end of FY19.
TOTAL RECREATION/CULTURE	**1,083,963**	**1,012,909**	**1,169,373**	**976,742**	**83.5%**	**1,174,705**	**1,174,705**	**5,332**	

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 25-10 REGIONAL COMMUNITY CONNECTOR / THE BUS (BACTS)									
55-15 REGIONAL TRANSIT	89,911	77,417	106,352	78,045	73.4%		82,535	(23,817)	Operational Contribution of $82,421 - based upon newly implemented Vehicle Revenue Hours (VRH) formula, plus a Capital Rolling Stock support contribution of 6.97% of system capital costs.
THE BUS	**89,911**	**77,417**	**106,352**	**78,045**	**73.4%**	**82,535**	**82,535**	**(23,817)**	Final Adjusted Contribution for FY20 = $ 82,535, per Memo from Bangor on May 9, 2019

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept/Div.: 30-10 CEMETERY / BUILDINGS & GROUNDS									
COMPENSATION									
01-01 SALARIES	139,647	129,650	141,310	118,837	84.1%		92,147	(49,163)	Salary Line reduced because of a new method in tracking labor costs, like other departments that use Seasonal and Part-time labor.
01-05 WAGES Part-Time/Seasonal Staff							62,400	62,400	5 Temporary employees @ 12/hr. for 26 weeks (Increased for State Mandated Minimum Wage Increase)
01-XX OVERTIME FTE OT							3,000	3,000	
01-15 CLOTHING ALLOWANCE	1,620	1,978	1,820	1,309	71.9%		1,670	(150)	
INSURANCE									
05-01 FICA/MEDI	10,683	9,855	10,810	8,686	80.4%		12,053	1,243	
05-05 MSRS/ICMA-ER	11,730	8,315	11,888	7,048	59.3%	**8,261**	**8,261**	(3,627)	**NOTE: DECREASE IS DUE TO FY19 BUDGET ERROR**
05-10 WORKER'S COMPENSATION	1,836	1,618	1,973	1,205	61.1%		3,634	1,661	Increase per MMA
05-15 HEALTH	34,511	33,790	36,337	29,848	82.1%		38,881	2,544	Includes 10% increase Jan-June
05-20 LIFE	228	226	228	207	90.8%		228	-	Est. 9.50 per employee per month
SUPPLIES									
10-01 OFFICE	100	107	100	24	24.0%	-	-	(100)	**MGR NOTE: Purchase supplies from DPW Budget**
10-18 FLOWERS	1,000	517	1,500	-	0.0%	**1,000**	**1,000**	(500)	**MGR ADJ - reduced due to previous and current Fiscal Year trends**
10-20 SUPPLIES/MATERIALS	5,025	4,652	4,300	2,545	59.2%	**4,000**	**4,000**	(300)	**MGR ADJ - reduced due to previous and current Fiscal Year trends**
10-75 MAPS/MARKERS	1,200	-	100	-	0.0%	**50**	**50**	(50)	**MGR ADJ - reduced due to previous and current Fiscal Year trends**
UTILITIES									
15-15 WATER	1,325	591	1,150	200	17.4%		1,000	(150)	
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	5,760	4,747	2,020	-	0.0%		2,450	430	Replacing two leaf blowers this year for Seasonal Use in the Spring is cause of increase
20-05 EQUIP.MAINT.	1,050	1,139	1,250	1,203	96.2%		1,250	-	
20-35 BUILDING MAINTENANCE	600	348	1,000	1,623	162.3%		1,000	-	
20-50 GROUNDS IMPROVEMENTS	13,885	14,833	15,995	1,650	10.3%	**15,000**	**15,000**	(995)	**MGR ADJ - reduced due to previous and current Fiscal Year trends**
25-05 SAFETY	600	612	600	448	74.7%		600	-	
25-10 RENTAL	2,292	2,098	3,840	1,308	34.1%	**3,000**	**3,000**	**(840)**	**MGR ADJ - reduced due to previous and current Fiscal Year trends**
TOTAL CEMETERY BLDG/GROUNDS	**233,092**	**215,076**	**236,221**	**176,141**	**74.6%**	**251,624**	**251,624**	**15,403**	Increase in Minimum Wages, Equity COLA and Non-Capital Equipment Purchase

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 38-10 OUTSIDE AGENCIES & OPERATING COST OF THE TOWN-OWNED KIWANIS HALL									
04-03 KIWANIS HALL EXPENSES	-	-	9,500	9,615	101.2%		10,000	500	Maintenance & Utilities for Kiwanis Center Building
04-03 VFW CEMETERY FLAGS for VETERAN GRAVES	-	-	-	-	N/A	-	**1,500**	-	**Flag replacement for Veteran's in Town's Cemeteries - Requested by VFW Post 4633 - Added to the Budget by Council on 5-13-19**
TOTAL OUTSIDE AGENCIES	**-**	**-**	**9,500**	**9,615**	N/A	**10,000**	**11,500**	**2,000**	Increase due to VFW Request / MGR NOTE: After researching with staff, the request from the VFW is acknowledged, but not fiscally responsible in this budget

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 40-10 GENERAL ASSISTANCE									
43-01 WELFARE EXPENSES	7,000	2,253	6,000	7,963	132.7%		6,000	-	Level funding
TOTAL GENERAL ASSISTANCE	**7,000**	**2,253**	**6,000**	**7,963**	**132.7%**	**6,000**	**6,000**	**-**	MGR NOTE: Reminder that this is State Mandated, and Town is reimbursed 50% of all approved expenses

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 45-10 COUNTY TAX / COUNTY TAX									
55-10 COUNTY TAX	834,723	834,723	911,927	911,927	100.0%		963,358	51,431	
TOTAL COUNTY TAX	**834,723**	**834,723**	**911,927**	**911,927**	**100.0%**	**963,358**	**963,358**	**51,431**	Mandated Expense

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 50-10 DEBT SERVICE / GENERAL									
50-04 MAYO ROAD REBUILD	121,056	122,621	120,945	120,783	99.9%	117,581	117,581	(3,364)	Payoff in FY31
50-15 ADDITION TO MUNICIPAL BLDG	103,342	103,343	84,300	84,300	100.0%	84,300	84,300	-	**Fixed Principal Only - Payoff in FY22**
50-20 LL BEAN	90,000	90,000	90,000	90,000	100.0%	90,000	90,000	-	**Fixed Principal Only - Payoff in FY21**
50-30 ROUTE 1A BOND	-	-	21,500	-	0.0%	-	-	(21,500)	**NO PAYMENTS MADE IN FY19 - Interim Financing of Bond Anticipation Note from Key Bank will have costs in FY21 - So removing for FY20**
50-35 GRIST MILL BRIDGE BOND	-	-	14,800	-	0.0%	-	-	(14,800)	**NO PAYMENTS MADE IN FY19 - Interim Financing of Bond Anticipation Note from Key Bank will have costs in FY21 - So removing for FY21**
TOTAL DEBT SERVICE	**314,398**	**315,964**	**331,545**	**295,083**	**89.0%**	**291,881**	**291,881**	**(39,664)**	Debt is Bond & Loan Obligations, reduced by payments and interest charges as principal is reduced

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 55-20 EDUCATION - RSU-22 LOCAL BUDGET DEMAND									
55-20 ED GEN'L SVS	6,370,594	6,370,594	6,941,926	6,363,431	91.7%		7,260,669	318,743	**Increased from Original Projection to include Adult Education Costs.**
TOTAL EDUCATION SERVICES - RSU-22 FUNDIN(	**6,370,594**	**6,370,594**	**6,941,926**	**6,363,431**	**91.7%**	**7,260,669**	**7,260,669**	**318,743**	**Mandated Expense - with an increase to the Town of $ 318,743.11 over FY19 Demand**

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 66-01 OVERLAY / OVERLAY									
55-01 OVERLAY	66,224	-	88,562	13,667	15.4%	-	-		
TOTAL OVERLAY	**66,224**	**-**	**88,562**	**13,667**	**15.4%**	**-**	**-**		To be determined after Tax Commitment in August

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 67-01 TIF / TAX INCREMENT FINANCING REIMBURSEMENT FOR ALL DISTRICTS									
55-25 TIF - ALL DISTRICTS	319,573	323,088	352,572	352,484	100.0%	361,541	361,541	8,969	The Town has Four Districts, Three of which will likely generate Income in FY20
TOTAL TIF	**319,573**	**323,088**	**352,572**	**352,484**	**100.0%**	**361,541**	**361,541**	**8,969**	MGR NOTE: Dictated by DECD Development Programs - with corresponding TIF Revenues captured below and MAY BE utilized to reduce the cost of the NEW CED Department by approximately $180,000

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept 70 - RESERVES									
VARIOUS FUND 3 ACCOUNTS	451,941	451,941	493,742	493,742	100.0%	**348,301**	**427,318**	(145,441)	**This amount reflects changes suggested by Council during the Worksession on 5-29-19 that resulted in an additonal $79,017 in Reserve Funds Needed for FY20, which adds to the interim increase the Mgr was considering above the original Reserve Capacity by $145,441 - by using the existing FEMA revenues received directly as a result of the 100's of hours of work invested by the DPW Director, Public Safety Director and Town Clerk**
TOTAL RESERVES	**451,941**	**451,941**	**493,742**	**493,742**	**100.0%**	**348,301**	**427,318**	**(145,441)**	MGR NOTE: Refer to both of attached Capital Program and Reserve Budget Documents for Specific Project Funding requests recommended for FY20

	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept: 01 GENERAL GOVERNMENT REVENUES									
01 PROPERTY TAX REVENUE	11,607,798	11,643,796	12,703,566	12,708,452	100.0%	12,948,565	12,948,565	244,999	**Final Amount determined with Tax Commitment in August**
03 INT ON TAXES	8,659	13,820	9,500	14,178	149.2%	12,650	12,650	3,150	Staff suggested increase
05 INTEREST/COSTS ON TAX LIENS	23,863	7,945	**24,000**	8,052	33.6%	**12,000**	**12,000**	(12,000)	**Reduced based upon historical data and trends**
09 SALE OF TAX AQUIRED PROPERTY	-	75,711	-	-		-	-	-	
10 DEBIT CARD FEES	-	(1,321)	-	-		-	-	-	This fee is now a pass-thru
15 MV EXCISE TX	1,891,624	2,061,606	**2,000,000**	1,894,357	94.7%	**2,120,000**	**2,120,000**	120,000	**Based upon upward trend of MV Excise with the Increase in FY18 of 8.2% over estimate; However, consider reducing this line item based upon most current YTD info**
17 BOAT EXCISE	10,000	10,958	11,000	7,273	66.1%	11,000	11,000	-	**current receipts**
18 AGENT FEES	23,221	25,715	23,221	21,763	93.7%	23,221	23,221	-	No change warranted, based upon historical data
19 CLERK FEES	13,861	13,478	**13,300**	9,224	69.4%	**9,200**	**9,200**	(4,100)	**Staff suggested decrease**
20 TRANSFER IN FROM RESERVES	12,004	12,004	-	-		-	-	-	No projection for FY20 based upon no revenue in FY19
23 INTEREST EARNED ON ACCOUNTS	5,000	15,393	8,500	2,085	24.5%	10,000	10,000	1,500	G/F interest Not Yet Completely Posted
25 RENTAL INCOME	2,000	2,000	2,000	2,000	100.0%	2,000	2,000	-	Post Office lease
27 PLUMBING FEE	8,500	12,625	9,000	9,203	102.3%	10,000	10,000	1,000	Based on est. internal plumbing at 4,807, septic est 4,080 and est. 1,115 for FW Webb
29 CODE ENFORCEMENT FEES	20,000	39,300	20,000	26,056	130.3%	25,000	25,000	5,000	MGR Note: Increased due to historical data and current activities
31 PLANNING BOARD FEES	43,168	24,362	2,750	9,480	344.7%	8,000	8,000	5,250	One potential new 30 lot subdivision. Based on site plan fees, revisions fees, road fees and lot fees MGR NOTE: increase based upon current Trio report and pipeline activities
33 CARRIED BALANCES	249,804	-	-	-		-	-	-	
35 CABLE TV FEE	39,000	21,788	**16,000**	7,910	49.4%	**14,000**	**14,000**	(2,000)	**Reduction due to trends - May wish to reduce further?**
37 FEE/PERMITS	98	367	350	115	32.9%	350	350	-	
41 HCB REVENUE	-	-	456,138	456,138	100.0%	-	-	(456,138)	**None Available - This fund was totally depleted in FY19**
45 SERVICE FEE- PAYMENT IN LIEU	9,110	8,512	9,110	8,181	89.8%	9,375	9,375	265	
48 ENVIRONMENTAL TRUST - INCOME	72,345	48,573	203,860	174,291	85.5%	141,520	141,520	(62,340)	**Based upon proposed eligible Roads & Streets Stormwater Reserve Projects**
60 - TIF/ECONOMIC DEVELOPMENT	50,000	50,000		176,282		180,770	180,770	180,770	Estimated, based upon anticipated TIF Revenue from Emera and Dennis Paper TIF District taxes at the existing mil rate of 0.0196; will increase with increase in mil rate (to be determined in August) Tradewinds may have positive revenue, but amount is TBD
78 SEWER INCOME	60,000	60,000	60,000	60,000	100.0%	64,590	64,590	4,590	This is to off set payroll, MGR NOTE: adjusted to reflect actual Payroll Tax amount on the flat charge for General Fund staff support. This is underfunded by more that $ 75,000 of additional staff costs
79 MISC INCOME	109,881	110,380	500	5,004	1000.8%	5,000	5,000	4,500	
80 HOMESTEAD EXEMPTION	332,045	332,045	**439,111**	309,983	70.6%	**431,000**	**431,000**	(8,111)	**Based on 1,759 homestead exemptions; and with the recent Appropriations Committee action - this line needs to be re-evaluated by the Assessor**
81 TREE GROWTH	3,700	4,384	4,015	-	0.0%	4,015	4,015	-	Not expected to change
82 VETERAN'S REMIBURSEMENT	6,900	7,030	6,500	-	0.0%	6,500	6,500	-	Determined by the State

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
85 BETE/BETR Business Equip Tax Reimburse	82,274	82,358	**104,406**	104,406	100.0%	**105,000**	**105,000**	594	**Original projected increase in BETE Reimbursement of $200,000 was based upon new Coastal Resources submission [that has not yet been submitted] and a ZERO mil rate increase; However, since both submission deadlines have been missed - I'm now proposing to eliminate this increase at this time**
86 GENERAL ASSISTANCE REIMBURSMENT	3,500	2,305	3,000	2,599	86.6%	3,000	3,000	-	This is to off set GA costs from the State at 50% actual costs
87 SNOWMOBILE REIMBURSMENT	2,200	2,469	2,450	2,410	98.4%	2,400	2,400	(50)	
88 REVENUE SHARING	393,636	400,026	416,958	324,705	77.9%	520,000	520,000	103,042	MGR NOTE: Based upon suggested reduced estimate, per MTCMA for a proposed increase from 2.0% (previous years) to 2.5% as stated in Initial State budget; However, this item and HE were subject of recent Appropriations Committee Action
89 401 Forfeiture Funds	-	-	50,953	50,953	100.0%	-	-	(50,953)	**None Recommended - FY19 Revenues were Previous One-Time Funds returned to the Town from ICMA-RC for forfeited retirement funds**
99 APPROPRIATIONS FROM FUND BALANCE	300,000	300,000	-	-	N/A	-	-	-	None Recommended
GENERAL GOVERNMENT REVENUES	**15,384,191**	**15,387,628**	**16,600,187**	**16,395,100**	**98.8%**	**16,679,156**	**16,679,156**	**78,969**	Percentage Collected YTD = 97.34%
MUNICIPAL REVENUES	**3,776,393**	**3,743,832**	**3,896,622**	**3,686,648**	**94.61%**	**3,730,591**	**3,730,591**	**(166,031)**	Percentage Collected YTD = 88.55%
Adjusted Previous Municipal Revenue Projections	**664,123**		**543,517**						**Previously these totals were advertised in Historical Documents and under-reported Municipal Gen Govt Revnues**

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept: 05 PUBLIC SAFETY REVENUES									
01 ANIMAL CONTROL FEES	4,520	2,739	3,500	5,965	170.4%	4,500	4,500	1,000	Increased to reflect current trends and on advice of PSD Joe Rogers
05 AMBULANCE FEES	175,038	80,579	210,000	228,340	108.7%	210,000	210,000	-	Very unpredictable revenue stream, particularly since Council Policy is to not pursue any collection actions against non-paying patients
15 POLICE RECEIPTS	2,332	1,541	2,200	2,959	134.5%	2,200	2,200	-	
16 FIRE RECEIPTS	5	24	20	4	20.0%	-	-	(20)	
20 POLICE WAGE REIMBURSEMENT	144,770	134,277	144,770	128,515	88.8%	**146,000**	**146,000**	1,230	**MGR NOTE: Reduced Dept Head's estimate of $150,000 to reflect previous FY trends and current receipts**
21 FIRE WAGE REIMBURSEMENT	-	10	-	-		-	-	-	
23 BHS DISTRACTED DRIVER	-	-	-	707		-	-	-	
24- FED BUR HWY SAFETY (GRANT)	-	1,152	-	1,689		-	-	-	
79 POLICE SAFETY MISC	-	4,150	-	-		-	-	-	
PUBLIC SAFETY REVENUES	**326,665**	**224,436**	**360,490**	**368,179**	**102.1%**	**362,700**	**362,700**	**2,210**	

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept: 10 PUBLIC WORKS REVENUES									
01 CEMETERY FEES	6,100	5,250	7,000	4,900	70.0%	**6,000**	**6,000**	(1,000)	**MGR NOTE: Reduced estimate to reflect previous FY trends and current receipts**
05 SALE OF CEMETERY LOTS	2,500	1,300	3,000	2,600	86.7%	**2,500**	**2,500**	(500)	**MGR NOTE: Reduced estimate to reflect previous FY trends and current receipts**
20 MAINT. REVENUE	500	-	-	-		-	-	-	
25 MAINE LOCAL ROAD ASSISTANCE PR	65,316	66,960	66,104	66,104	100.0%	66,104	66,104	-	State Determines Amount
75 MISC	-	3,367	-	-		-	-	-	
PUBLIC WORKS REVENUES	**74,416**	**76,877**	**76,104**	**73,604**	**96.72%**	**74,604**	**74,604**	**(1,500)**	
Dept: 15 SOLID WASTE REVENUES									
01 TRANSFER STATION PERMITS	32,690	32,255	33,000	30,835	93.4%	33,000	33,000	-	
05 SOLID WASTE RECYCLING	7,518	13,155	9,500	9,689	102.0%	10,000	10,000	500	
20 HAULER LICENSING	109,417	103,290	800	507	63.4%	800	800	-	Based on the number of haulers we sent letters to
25 MRC REBATES	-	500	17,000	14,157	83.3%	17,000	17,000	-	MGR NOTE: May increase, but too early to make an increased estimate
SOLID WASTE REVENUES	**149,625**	**149,200**	**60,300**	**55,188**	**91.5%**	**60,800**	**60,800**	**500**	

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018 Budget	FY-2018 Actual	FY-2019 Budget	FY-2019 Year to Date May 2019	FY-2019 YTD % Varies	FY-2020 Manager's Proposal	FY-2020 Town Council June 3, 2019	Change $ FY20 vs Cur FY19	Notes
Dept: 20 RECREATION/CULTURE									
01 LIBRARY FEES	7,090	6,035	7,000	5,040	72.0%	5,500	5,500	(1,500)	Reduced to conservatively reflect trends
23 POOL SWIM DIAPERS	21	34	25	271	1084.0%	25	25	-	
24 POOL BUSINESS RENTAL	11,018	10,878	11,018	12,700	115.3%	11,018	11,018	-	
25 L HOIT POOL FEES	19,129	22,168	21,000	18,740	89.2%	21,000	21,000	-	
26 POOL PUNCH CARDS	13,100	10,684	14,400	8,859	61.5%	10,400	10,400	(4,000)	Reduced to conservatively reflect trends
27 POOL MEMBERSHIP	31,240	33,863	32,500	30,778	94.7%	32,500	32,500	-	
28 POOL SWIM LESSONS	70,552	62,649	74,000	49,429	66.8%	60,000	60,000	(14,000)	Reduced to conservatively reflect trends
29 POOL WEEKEND RENTAL	20,759	16,217	21,590	16,623	77.0%	21,600	21,600	10	
30 RECREATION	-	-	500	1,000	200.0%	500	500	-	HHA LLC Skehan Plowing
31 REC/KIDS KAMP	45,675	44,515	47,500	45,657	96.1%	42,750	42,750	(4,750)	7 Weeks Summer Camp
32 REC/KIDS KORNER	185,850	199,034	185,850	168,830	90.8%	154,000	154,000	(31,850)	Relocation to Skehan, Enrollment Lowered
33 REC/LATE FEES	40	30	40	70	175.0%	40	40	-	Late Pick Up Fees for Kid's Korner
35 REC/CONCESSIONS	3,080	3,812	3,800	3,384	89.1%	2,800	2,800	(1,000)	Fall League, Rec Basketball, Round Robin, Misc. Concessions
36 REC/DROP IN PROGRAMS	22,864	25,790	23,000	22,944	99.8%	22,275	22,275	(725)	Senior Fitness, Men's Noon Basketball, Walking, Pickleball, Open Gym, Line Dance
37 REC/ADS,DONATIONS,SPONSORSHIP	4,320	3,781	3,000	3,167	105.6%	4,320	4,320	1,320	8 Banner Renewals, Concession tips, Returnable, Summer Discount Ticket Proceeds
38 REC/GATE ADMISSIONS	300	1,155	800	564	70.5%	800	800	-	Baby Fair, Round Robin Tourney
39 REC/SPEC'L EVENT/RENTALS	21,520	31,435	27,500	30,011	109.1%	16,100	16,100	(11,400)	Birthday Party Rentals, BTBC Tourney, Daycare Rental, Fall Sunday Play Days, Spring Basketball Training, Round Robin Team Registrations, Ballfield
40 REC/SUMMER PROGRAMS	13,160	16,767	17,000	24,022	141.3%	17,050	17,050	50	Adult Softball, Track and Field, Late Fees, Misc. Programs
41 REC/FALL PROGRAMS	12,390	17,624	17,500	17,306	98.9%	12,640	12,640	(4,860)	Field Hockey, Flag Football, Fall Soccer, Late Fees, Misc. Programs / MGR NOTE: reduced to reflect impact of Kids Korner on Gym availability
42 REC/WINTER I PROGRAM	10,005	15,921	15,500	13,596	87.7%	11,800	11,800	(3,700)	Ski and Snowboard Lessons, Rec Basketball, Late Fees
43 REC/WINTER II PROGRAM	4,160	5,466	5,400	5,635	104.4%	2,785	2,785	(2,615)	Baseball Clinics, Field Hockey, Late Fees, Misc. Programs
44 REC/SPRING PROGRAM	5,945	5,106	5,945	3,961	66.6%	4,380	4,380	(1,565)	Baseball Clinics, Tee Ball/Baseball, Late Fees, Misc. Programs
TOTAL REC / CULTURE	**502,218**	**532,962**	**534,868**	**482,587**	**90.23%**	**454,283**	**454,283**	**(80,585)**	**Recreation Revenues Reduced due to changes in Kids Korner and its extended impact on other revenue-generating programs. This is directly attritbutable to the RSU decision to displace this long-running program from the RSU Campus**
OVERALL REVENUE TOTALS:	**16,437,115**	**16,371,102**	**17,631,949**	**17,374,657**	**98.54%**	**17,631,543**	**17,631,543**	**(406)**	**Overall Revenues are expected to modestly increase as a result of increased valuation; however, this will not be final until the tax commitment process is completed in August**
Municipal Revenues ***	**4,829,317**	**4,727,306**	**4,928,384**	**4,666,205**	**94.68%**	**4,682,978**	**4,682,978**	**(245,406)**	**MGR NOTE: FY19 Revenues are only at 90.23% with just a month remaining. After a preliminary review of the FY18 Audit, and in view of the FY19 Revenue projections appearing to be overly optimistic; AND, compounded by the FY19 use of two large One-Time Revunues (HCB= $ 456,138 & ICMA 401 Forfeiture = $50,953) that totaled $ 507,091 AND further compounded by the failure of Fiberight to claim any BETE value (conservatively estimated at $200,000 in value to the Town - I have revised Municipal Revenues to reflect a reduced total projection in the negative amount of ($245,406)**

Town of Hampden - Operations & Services Fiscal Program									Proposed FY20 Budget - GENERAL FUND 1
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	FY-2020	Change $	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Manager's Proposal	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
LIMITED ANALYSIS OF PROJECTED EXPENSES AND REVENUES - Operations & Services Fiscal Program									
General Fund OVERALL TOTAL Expenses	**16,330,104**	**15,996,294**	**17,632,090**	**15,666,063**		**18,365,329**	**18,417,704**	**785,613**	Totals indicate a possible increased tax burden; however, final analysis is not possible until the final Valuation is completed. Preliminary analysis indicates a revenue shortfall - as indicated below
General Fund TOWN ONLY Expenses	**8,812,257**	**8,790,976**	**9,689,675**	**8,390,705**		**10,141,302**	**10,193,677**	**504,002**	MGR NOTE: After carefully reviewing the various departmental requests, and making every effort to maintain the resources necessary to accomplish their respective missions, the Manager's Proposal is $270,645 lower than the Department Initial Requests
Historical Error for FY18	**9,058,562**	**246,305**							MGR NOTE: the $9,058,562.16 amount is the Total Calculated from Trio Data populating cells above, but is $246,305 higher than budgeted amount. This continues to be investigated by staff to understand the historical significance (if any) and a report will be provided Council when matter is concluded.
	FY18	**Diff 17 to 18***	**FY19**	**Diff 18 to 19**		**FY20**	**FY20**	**Diff 19 to 20**	
Municipal Budget Totals	**8,812,257**	1,174,583	**9,689,675**	877,418		**10,141,302**	**10,193,677**	**504,002**	
Previous Fund Balance Contributions		300,000		-				-	Structural Budgeting Mistakes in Over-Projecting Previous Revenues, Using Fund Balance Injections, and One-time Revenues of the Remainder of the Host Community Benefit fund have caught-up with the Town of Hampden - SO NO FUND BALANCE CONTRIBUTIONS ARE RECOMMENDED FOR FY20 (SEE NOTE ABOVE)
Municipal Revenues	**4,829,317**	866,988	**4,928,384**	99,067		**4,682,978**	**4,682,978**	**(245,406)**	MGR NOTE: Anaylsis for estimating impacts on mil rate are subject to the final determination from the Assessor on total Valuation, which won't be available until mid-August
Municipal Budget Amount from Taxes	**3,982,940**	321,382	**4,761,291**	778,351		**5,458,324**	**5,510,699**	**749,408**	
RSU22 Budgeted Amount from Taxes	**6,370,594**	61,731	**6,941,926**	571,332		**7,260,669**	**7,260,669**	**318,743**	
County Budgeted Amount from Taxes	**834,723**	42,165	**911,927**	77,204		**963,358**	**963,358**	**51,431**	
ESTIMATED TAXATION REQUIREMENT	**11,852,381**	1,089,402	**13,125,549**	1,273,168		**13,682,351**	**13,734,726**	**609,177**	MGR NOTE: Should the State fully fund Revenue Sharing this year, the Total Taxation requirement would be reduced by approximately $500,000
Difference Requiring Additional Taxes	**1,089,402**		**1,273,168**			**556,802**	**609,177**		
Date of Most Current Updates to Original	**Monday, June 3, 2019**								

Town of Hampden - Sewer Program									Proposed FY20 Budget - FUND 2
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change %	Change $	
	Budget	Actual	Budget	YTD	YTD %	Manager's Proposal	FY20 vs Cur FY19	FY20 vs Cur FY19	Notes
Dept/Div.: 60-10 SEWER / FUND 2									
COMPENSATION									
01-05 WAGES	60,000.00	60,000.00	60,000.00	0.00	0.0%	60,000.00	0.00%	-	Transfer of less than 50% of total value of staff support to the Sewer Division - from General Fund.
05-01 FICA/MEDI	0.00	0.00	0.00	0.00		4,590.00	100.00%	4,590.00	Payroll Tax Cost for Wages
SUPPLIES									
10-05 POSTAGE/SHIPPING	8,000.00	6,818.96	8,500.00	3,951.03	46.5%	8,500.00	0.00%	-	Sewer Billing
10-20 SUPPLIES/MATERIALS	3,490.00	3,422.96	10,200.00	5,189.57	50.9%	6,700.00	-52.24%	(3,500.00)	Reduced due to FY19 purchase of a back-up pump station generator
10-99 MISC.	3,320.00	193.60	6,770.00	5,848.88	86.4%	3,370.00	-100.89%	(3,400.00)	Reduced due to FY19 purchase of a pump station generator accessories
UTILITIES									
15-05 ELECTRICITY	30,400.00	34,957.18	35,000.00	18,342.42	52.4%	36,000.00	2.78%	1,000.00	
15-10 FUEL	3,000.00	170.76	2,000.00	1,510.31	75.5%	2,500.00	20.00%	500.00	Anticipated increase in fuel costs
MAINTENANCE/REPAIRS									
20-53 REPAIR	5,500.00	15,063.44	17,000.00	9,516.42	56.0%	18,000.00	5.56%	1,000.00	
PROFESSIONAL SERVICES									
30-02 METER READING	8,000.00	8,010.60	8,020.00	6,006.80	74.9%	9,000.00	10.89%	980.00	Payments to the Hampden Water District for Meter Readings, from which the Sewer Bill Consumption is computed and Bills generated
30-37 LICENSE FEES	7,720.00	6,191.82	7,820.00	3,395.29	43.4%	8,096.00	3.41%	276.00	License fees to State Treasurer ($480); $2,800 for Industrial Pretreatment Program Admin fee; Annual report fee ($190); Annual rent to Maine Central Railroad ($2,550). Notice of intent ($500). Misc. ($1300).
30-40 LIENS/TRANSFERS	5,600.00	4,560.00	5,600.00	2,983.00	53.3%	5,600.00	0.00%	-	Cost of lien placement and discharge for sewer liens
30-80 TRAINING/TRAVEL	2,800.00	1,170.00	2,500.00	1,465.00	58.6%	2,500.00	0.00%	-	
SEWER EXPENSES									
60-02 TREATMENT SERVICE CHARGE	163,010.00	115,467.40	134,400.00	15,747.34	11.7%	139,104.00	3.38%	4,704.00	
60-04 MAIN PUMP STATION CONTRACT	59,002.00	75,452.19	67,200.00	13,844.04	20.6%	79,000.00	14.94%	11,800.00	Increase due to adding new pump station for Coastal Resources of Maine facility
60-08 COLLECTOR SYSTEM	0.00	-830.42	122,500.00	39,240.00	32.0%	35,000.00	-250.00%	(87,500.00)	Need to Complete CSO Tank Sealing, Flushing and Cleaning Services, started in FY19.
60-10 O & M CONTINGENCY	5,000.00	0.00	5,000.00	712.50	14.3%	5,000.00	0.00%	-	
60-16 PRINC/INT FMHA	458,969.00	458,969.43	290,981.00	277,879.81	95.5%	271,626.00	-7.13%	(19,355.00)	Capital Debt for CWSRF-Bonded Projects, including: 2006C (95,715); 2009FS (108,514) & 2014A (67,397)
60-18 LOAN FINANCING	0.00	0.00	81,963.00	51,555.87	62.9%	111,963.00	26.79%	30,000.00	Operational Debt for Bangor (81,963) & Interest Only (30,000) on Rt 1A/Grist Mill Bridge Replacement.
60-19 REPAY INTERFUNDS	100,000.00	0.00	0	0		-		-	**Deleted at the Direction of the Auditors**
60-20 I/I PROJECT	0.00	0.00	60,000.00	0.00	0.0%	100,000.00	40.00%	40,000.00	Continue CCTV System Investigation. Initiate Mayo Road I&I Remediation project.
60-22 SPECIAL PROJ	261,816.00	193,907.59	39,000.00	40,901.57	104.9%	10,000.00	-290.00%	(29,000.00)	Engineering Services for Misc. Project Management and Support.
60-26 BOND COUNSEL	800.00	3,569.00	5,000.00	0.00	0.0%	-	N/A	(5,000.00)	Deleted, and covered by Bonded Project-specific debt as needed
SEWER	**1,186,427.00**	**987,094.51**	**969,454.00**	**498,089.85**	**51.4%**	**916,549.00**	**-5.77%**	(52,905.00)	

Town of Hampden - Sewer Program									Proposed FY20 Budget - FUND 2
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change %	Change $	
	Budget	Actual	Budget	YTD	YTD %	Manager's Proposal	FY20 vs Cur FY19	FY20 vs Cur FY19	Notes
Dept: 60 SEWER REVENUES									
01 SEWER BILLS	1,124,086.00	1,053,205.16	1,150,000.00	827,048.40	71.9%	1,100,000.00	-4.55%	(50,000.00)	Reduced to reflect the unrealized anticipated revenues in FY19 - based upon trending reduced consumption quantities
03 INTEREST ON SEWER BILLS	2,400.00	2,712.77	2,500.00	2,182.28	87.3%	2,500.00	0.00%	-	
05 INTEREST/COSTS ON SEWER LIENS	7,219.00	11,904.77	9,000.00	5,492.42	61.0%	10,000.00	10.00%	1,000.00	Based upon FY19 4th Quarter Liens issued, recommend slight increase
08 ABATEMENTS	-4,500.00	-4,943.06	-5,000.00	-8,584.00		(7,500.00)		(2,500.00)	Increased to reflect upward trend in FY19
23 INTEREST EARNED ON INVESTMENTS	781.00	1,159.00	781.00	518.65	66.4%	1,000.00	21.90%	219.00	
30 INDUSTRIAL USER SURCHARGE		0.00	1,800.00	0.00	0.0%	1,800.00	0.00%	-	Industrial surcharge not applied to Coastal Resources facility until late in FY19. So estimate is level without any experience.
60 DEBIT CARD FEES	-348.00	-359.88	-300.00	0.00		(300.00)		-	
79 MISC SEWER INCOME	56,784.00	57,118.87	1,500.00	1,379.94	92.0%	1,500.00	0.00%	-	
TOTAL SEWER	**1,186,422.00**	**1,120,797.63**	**1,160,281.00**	**828,037.69**	**3.79**	**1,109,000.00**	**-0.05**	(51,281.00)	

Revenue - Expense Analysis

Surplus / (Deficit)	(5.00)	133,703.12	190,827.00			192,451.00			Surplus or Deficit
General Fund Debt	100,000.00	100,000.00	100,000.00			100,000.00			Year 4 Payment to General Fund - Remaining 500,000 - Per Most
									Recent FY18 Audit

Town of Hampden - Capital Program Source Fund 3 - RESERVES											Proposed FY20 Budget - RESERVE FUNDS
				FY16 Adopted	FY17 Adopted	FY18 Adopted	FY19 Adopted	FY20 Manager Proposal	Town Council June 3, 2019	Notes	
Reserve Fund	**Account #**	**Trio Balances 6/3/19**	**Non-Trio Balances**								**Account #**
Municipal Building	3-702-00	88,368.30		20,000	20,000	14,000	35,000	120,720	103,520	**Adjusted Total - per Council Changes on 5-29-19**	55-02-70-99
Contingency	3-702-00									Staff Recommends Restoring this Reserve Account for General Fund Contingency	3-706-00
Cemetery	3-708-00	14,586.68									3-708-00
Community Connector Bus (Bangor Cap Res)	3-710-00		75,216.00	-	-	5,850	-	12,198	12,198	Existing Funds on Deposit with BACTS	55-10-70-99
IT Computer Equipment	3-711-00	43,667.19		15,000	-	14,100	-	16,100	16,100	New Workstations & Council Mobile Devices (Council Did not fund any FY19 Requests)	55-11-70-99
DPW Vehicles & Equipment	3-717-00	50,254.11		150,000	137,774	31,680	140,030	54,000	23,000	**$10,000 for Deposit on New 6-Yard Truck included in FY20 Operating Budget, Lift funding reduced to 13,000**	
Planning & Community Development	3-725-00	38,085.88		-	-	15,000	-	-	-		55-25-70-99
Economic Development	3-727-00	753.71		-	-	6,730	-	5,000	5,000	Staff Recommends Restoring this Reserve Account for Econ Develop	55-27-70-99
Town Property Survey	3-729-00	2,048.52								Staff Recommends Consolidation of this Reserve Account with Property Acquisition	3-729-00
GIS Mapping	3-731-00	6,289.51								Staff Recommends Consolidation of this Reserve Account with IT Computer Equip	3-731-00
Personnel	3-733-00	43,938.97		40,000	40,000	25,000	48,969	48,000	48,000	DPW Perform Study, Retirement/Leave Payouts	55-33-70-99
Town Property Acquisition	3-735-00									Staff Recommends Restoring Reserve Account and Absorb Prop Surveying 3-729	3-735-00
Ambulance Replacement	3-737-00	70,196.79		-	77,245	20,000	20,000	-	20,000	**Continuation of Depreciation Funding for Future Purchase - Council Restored on 5-29-19**	55-37-70-99
ALS Equipment	3-739-00	38,710.94		-	-	-	37,500	-	-		55-39-70-99
Fire Truck Replacement	3-741-00	239,417.26		-	50,000	50,000	50,000	50,000	50,000	Continuation of Depreciation Funding for Future Purchase	55-41-70-99
Fire Truck Refurbishing	3-743-00	19,898.81									3-743-00
Fire Building	3-745-00	2,402.67		-	-	2,361	-	-	-	Staff Recommends Consolidation of these Reserve Accounts	55-45-70-99
Fire Camera	3-747-00	838.85		-	-	10,000	-	-	-	Staff Recommends Consolidation of these Reserve Accounts	55-47-70-99
Fire Training	3-749-00	2,383.10								Staff Recommends Consolidation of these Reserve Accounts	3-749-00
Boat Fund	3-751-00	1,497.81								Staff Recommends Consolidation of these Reserve Accounts	3-751-00
Police Cruiser	3-753-00	48,336.89		-	34,000	27,000	27,000	39,500	39,500	Annual Replacement (2014 Cruiser)	55-53-70-99
Communications	3-759-00	5,018.84		-	-	-	5,000	5,000	5,000	Public Safety Radio Equipment	55-59-70-99
Roads & Streets (Includes Sidewalks & Stormwater)	3-761-00	108,716.29		100,000	4,498	67,000	49,900	161,520	181,520	**Multiple Projects w-most Envir Trust Elig Reimb ($141,520 Eligible Projects Deducted Below)**	55-61-70-99
Library	3-763-00	22,259.13		5,000	-	-	-	-	-		3-763-00
Recreation Area	3-767-00	337,551.33		-	80,000	10,000	-	50,000	50,000	Contribution to Athletic Field Parking	55-67-70-99
Playground	3-768-00	19,116.55		-	-	5,000	-	-	-		55-68-70-99
Recreation / Conservation	3-769-00	5,589.11								Staff Recommends Consolidation of these Reserve Accounts	3-769-00
Lura Hoit Pool	3-771-00	169,227.69		-	5,000	5,000	20,320	-	-		55-71-70-99
Turtlehead Cove Marina	3-773-00	5,394.92		-	-	5,000	-	-	15,000		55-73-70-99
Buildings & Grounds	3-775-00	20,103.05		-	-	5,280	11,395	-	-		55-75-70-99
Solid Waste & Garage	3-777-00	60,950.90		-	58,000	90,000	45,000	-	-		55-77-70-99
EPA/DEP-Garage	3-778-00	18,039.11									3-778-00
Matching Grants Fund	3-780-00	16,740.16		-	-	40,000	-	-	-		55-78-70-99
Roads & Streets - Environmental Trust Elig	Spec Fund	Offsetting Revenues						(141,520)	(141,520)	Multiple Projects w-some Envir Trust Elig Reimb	N/A
Sewer Capital Costs	Fund 2							139,530	139,530	Contribution Required by City of Bangor WWTP	60-10-60-22
Sewer Fund Reimbursement	Fund 2							(139,530)	(139,530)	Capital Fund to be Reimbursed from Sewer Fund 2 - Revenue Source TBD	60-10
Roads, Bridges, Sewer & Streets - Bond Funding	Bonds/Federal$	Offsetting Revenues							14,000,000	Multiple Projects - Outside funding, And Future Bonds; Two with Federal & Regional Match Support	N/A
TOTALS		$ 1,500,383.07		$ 330,000	$ 506,517	$ 449,001	$ 490,114	$ 420,518	$ 427,318		

Town of Hampden - Capital Program Source Fund 3 - RESERVES — Proposed FY20 Budget - RESERVE FUNDS

				FY16 Adopted	FY17 Adopted	FY18 Adopted	FY19 Adopted	FY20 Manager Proposal	Town Council June 3, 2019	Notes	
Municipal Building 3-702	**Trio Balance**	**88,368.30**	**Prior Funding**							**Trio Balance Includes FY18 FEMA Reimbursement of $ 20,666.47 - Posted in FY19 - Plus MOVED $ 35,000 from DPW Equip to fund Lobby Renovations - per Council Direction on 5-29-19**	
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	**TIF Eligible**
Roof Replacement	TBD	55,000				5,000	7,500	-	**10,000**	**Frmr Mgr Recommended $10,000/Year beginning in FY20. Council Restored on 5-29-10**	
Dehumidifier - Extension of Mold Remediation	FY18 -FY19	105,000							5,000	**Install a dehumidifier Unit to avoid future mold issues in basement storage areas**	
Exterior Building Vinyl Siding	FY20	18,000							**18,000**	**Moved from the Operating Budget Request, per Council on 5-29-19**	
Public Safety Flooring	FY17-FY18	20,000		10,000	10,000					Floor Replacement & Carpet Removal - following Mold Remediation Project - Completed in FY19	
LED lighting upgrades	Ongoing	14,420				3,300	2,600	8,520	8,520	FY20 - exterior parking lot lighting	
Air Handling System	TBD	45,000						14,000	14,000	Replaces One Outdated Unit that is failing - And fund for future Complete System Upgrade	
HVAC Controls & Computer	TBD	60,000					8,000	42,000	42,000	Vendor - Verbal Estimate - Need to Obtain Professional Scope of Work and Bids (Orig prop to fund for future replacement. System failing and costing significant repair and energy waste costs.	
Replace Lobby Flooring	FY19	2,000					2,000			Work not yet completed in current FY19 - Carry forward as part of Remodel	
Replace 3 boilers ($16k apiece)	FY26	48,000					6,000		6,000	**Council Restored on 5-29-19**	
Proposed Projects											
Remodel Town Office Lobby/Front Office	FY20	35,000						35,000		**Council Approved, but required use of FEMA Revenues Taken Away from DPW Equipment**	
Office Workstations for Front Office	FY20	25,000						20,000		**Council Approved, but required use of FEMA Revenues as adjusted with Journal Entry (No new Tax Rev)**	
Add motion sensor lighting to fire bay	FY19	-					1,200	1,200		Vendor - Verbal quotes	
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +			20,000		5,700	7,700			Project Costs Summarized for ADA Doors, Hot Water Repairs and other completed projects	
Working Projects Subtotals:	FY20	-		20,000	20,000	8,300	27,300	120,720	103,520		
Sub-Total:				$ 20,000	$ 20,000	$ 14,000	$ 35,000	$ 120,720	$ 103,520		
Cemetery 3-708	**Trio Balance**	**14,586.68**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
None											
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -		
Community Connector Bus 3-710	**Trio Balance**	**75,216.00**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
Municipal Capital Contribution (6.97%)	Ongoing					5,850		12,198	12,198	Final Adjusted Hampden Capital Contribution @ 6.97% Total for FY20	
Sub-Total:				$ -	$ -	$ 5,850	$ -	$ 12,198	$ 12,198		
IT Computer Equipment 3-711	**Trio Balance**	**43,667.19**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
Public Safety Server	FY20	4,000				885				Defer until New Contractor Evaluates Needs	
Networking equipment	FY20	6,000				885				Defer until New Contractor Evaluates Needs	
Workstation Replacement - Upgrades to Win 10 Pro	FY20	13,000				1,595		13,000	13,000	Consultant Evaluation of Existing Workstations and Dated Hardware & Software - Determined End-of-Life & Security Threat Warrants Immediate Action	
Town Office Server	FY19	4,000					4,039			Replaced in FY19 by Oak Leaf Systems - Emergency due to Failing Trio Server Capability	
Front Office Counter Workstations (ER Replacement)	FY19	4,600					4,600			Replaced in FY19 by Oak Leaf Systems - Emergency due to Failing Capabilies	
Councilor Tablet Replacement (7)	FY20	3,500				775		1,950	1,950	Vendor quote - However Replacement Devices are still TBD, so Funding Need May Change	
Proposed Projects											
Laptops 3	FY19	2,500				450	2,400	1,150	1,150	New Positions - Partial TIF Funding	Partial
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +	20,000		15,000		9,510				Project Costs Summarized without including specific details from prior years	
Working Projects Subtotals:	FY20	-		-	-	14,100	11,039	16,100	16,100		
Sub-Total:				$ 15,000	$ -	$ 14,100	**NOTE_**	$ 16,100	$ 16,100	**None of Staff's Requested IT Reserve Funds were allocated by Council in FY19**	
Copier Equipment 3-715	**Trio Balance**	**245.88**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
RECOMMEND MOVING FUNDS TO MUNICIPAL BUILDING ACCOUNT 3-702 & DISOLVING THIS ACCOUNT											
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -		

Town of Hampden - Capital Program Source Fund 3 - RESERVES										Proposed FY20 Budget - RESERVE FUNDS
				FY16 Adopted	FY17 Adopted	FY18 Adopted	FY19 Adopted	FY20 Manager Proposal	Town Council June 3, 2019	Notes
DPW Vehicles & Equipment 3-717	**Trio Balance**	**50,254.11**								**Trio Balance Includes FY18 FEMA Reimbursement of $ 40,000.00 - Posted in FY19 This balance was adjusted by Council to move $35,000 to Municipal Building on 5-29-19**
Proposed Projects	**Project Year**	**Estimated Cost**								**NOTES**
310 Backhoe Loader # 8	FY18	Lease				13,448	14,258			Lease Payment # 2 = 14,258 included in Operating Budget (6-Year Lease) FY18 Payoff Prev Eq
New 6-Yard Truck #14 Down Payment Reimbursement	FY20	150,000						10,000	10,000	Pay back Reserve for FY19 Advance to Secure Existing Truck and avoid waiting 4-6 months for new delivery of custom truck
Plow Truck # 13	FY18	Financed the Cost of $126,143				32,560	36,097			Purchased in FY17 for $126,143 - with 5 Annual Payments of Prin & Interest (FY20 Pym in Operating Budget
Plow Truck # 20	FY18	Financed the Cost of $128,228				23,680	38,363			Purchased in FY17 for $128,228 - with 5 Annual Payments of Prin & Interest (FY20 Pym in Operating Budget
Plow Truck Wheeler # 44	FY17	Financed the Cost of $185,000			36,493	36,493	36,493			Purchased in FY17 for $185,000 - with 5 Annual Payments of Prin & Interest (FY20 Pym in Operating Budget
John Deere 544K Loader # 16	FY18	167,000				20,979	20,979			Purchase with Trade and Financed for 5 years with Payments moved to Operating Budget
Replace 1-Ton Truck # 32	FY19	44,775					44,235			Purchase with Trade and Paid Cash
Replace 1-Ton Truck # 35	FY19	45,000					44,235			Purchase with Trade and Paid Cash
Wireless Four-Post Vehicle Lift	FY20	44,000						44,000	13,000	Vehicle Lift for Garage Safety/Efficiency
Cemetery Pickup Truck # 52	FY18	21,000	Purchased with Building & Grounds Reserve Funds							Cemetery Truck - Purchased with Buildings & Grounds Funds
Adjustments for Leases Transferred to Operations	FY18 & FY19					(106,181)	(94,630)			These are adjustments made to reconcile Prior Mgr Cap Prog Estimates with Adopted Budget as the amounts relate to lease payments from Operations
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +				101,281	10,701				Project Costs Summarized without including specific details from prior years
Working Projects Subtotals:	FY20	-		-	36,493	31,680	140,030	54,000	23,000	FY18 Equipment Lease Purchases Moved to Operating Budget
Sub-Total:		$ 321,775		$ 150,000	$ 137,774	$ 31,680	$ 140,030	$ 54,000	$ 23,000	
Planning & Comm Development 3-725	**Trio Balance**	**38,085.88**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
None					-	15,000	-			
Sub-Total:				$ -	$ -	$ 15,000	$ -	$ -	$ -	
Economic Development 3-727	**Trio Balance**	**753.71**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Projects to be Determined by New CED Team	TBD	TBD			-	6,730	-	5,000	5,000	Request is to begin to replenish this Reserve Account to support revitalization efforts.
Sub-Total:				$ -	$ -	$ 6,730	$ -	$ 5,000	$ 5,000	
Town Property Survey 3-729	**Trio Balance**	**2,048.52**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Recommend Consolidation with Town Property Acquisition 3-735 - which is not included on this presentation because it is one of the Seven Reserve Accounts with Zero Funds on Deposit.										
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -	
GIS Mapping 3-731	**Trio Balance**	**6,289.51**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Recommend Consolidation with IT Computer Equipment 3-711										
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -	
Personnel 3-733	**Trio Balance**	**43,938.97**								
Proposed Projects	**Project Year**	**Estimated Cost**								**NOTES**
Merits, Reclassifications, Studies, Payouts	FY20	42,000		40,000	40,000	25,000	48,969	48,000	48,000	DPW Performance Study, Retirement/Leave Payouts
Sub-Total:		$ 42,000		$ 40,000	$ 40,000	$ 25,000	$ 48,969	$ 48,000	$ 48,000	
Town Property Acquisition 3-735	**Trio Balance**	**-**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Recommend Consolidation with Town Property Survey to Maintain an Opportunity Fund for Land Acquisition for Community & Economic Development										
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -	

Town of Hampden - Capital Program Source Fund 3 - RESERVES										Proposed FY20 Budget - RESERVE FUNDS
				FY16 Adopted	FY17 Adopted	FY18 Adopted	FY19 Adopted	FY20 Manager Proposal	Town Council June 3, 2019	Notes
Ambulance Replacement 3-737	**Trio Balance**	**70,196.79**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Savings for Future Ambulance Replacement					77,245	20,000	20,000		**20,000**	**Added by Council on 5-29-19**
Sub-Total:				$ -	$ 77,245	$ 20,000	$ 20,000	$ -	$ 20,000	
EMS / ALS Equipment 3-739	**Trio Balance**	**38,710.94**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Savings for Replacement of Advanced Life Support Equipment					-	-	37,500			
Sub-Total:				$ -	$ -	$ -	$ 37,500	$ -	$ -	
Fire Truck Replacement 3-741	**Trio Balance**	**239,417.26**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Savings for Future Fire Apparatus Replacement	TBD	750,000			50,000	50,000	50,000	50,000	50,000	
Sub-Total:				$ -	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	
Fire Truck Refurbishing 3-743	**Trio Balance**	**19,898.81**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Account setup for Renovation/Major Maintenance on Fire Apparatus										
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -	
Fire Building 3-745	**Trio Balance**	**2,402.67**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts						2,361				
Sub-Total:				$ -	$ -	$ 2,361	$ -	$ -	$ -	
Fire Camera 3-747	**Trio Balance**	**838.85**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts						10,000				
Sub-Total:				$ -	$ -	$ 10,000	$ -	$ -	$ -	
Fire Training 3-749	**Trio Balance**	**2,383.10**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts										
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -	
Boat Fund 3-751	**Trio Balance**	**1,497.81**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts										
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -	
Police Cruiser 3-753	**Trio Balance**	**48,336.89**								**Trio Balance Includes FY18 FEMA Reimbursement of $ 10,000.00 - Posted in FY19**
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Replace Police Cruiser Annually	FY20	39,500			34,000	27,000	27,000	39,500	39,500	Replace, per Infrastructure Comm Referral 4/22/19
Sub-Total:				$ -	$ 34,000	$ 27,000	$ 27,000	$ 39,500	$ 39,500	
Communications 3-759	**Trio Balance**	**5,018.84**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Radio & Public Safety Communications Equipment Upgrades and Replacement of Out-dated Equipment - (Safety Issue)					-	-	5,000	5,000	5,000	Public Safety Mobile Communications Equipment
Sub-Total:				$ -	$ -	$ -	$ 5,000	$ 5,000	$ 5,000	

Town of Hampden - Capital Program Source Fund 3 - RESERVES										Proposed FY20 Budget - RESERVE FUNDS	
				FY16 Adopted	FY17 Adopted	FY18 Adopted	FY19 Adopted	FY20 Manager Proposal	Town Council June 3, 2019	Notes	
Roads & Streets 3-761	**Trio Balance**	**108,716.29**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	**Env Trust Eligible**
Baker Road (275' of reconstruction)	TBD	35,000				12,000				Project to be Scheduled when Staff Capacity Allows	No
Sucker Brook Culvert Replacement	TBD	150,000				50,000		50,000	50,000	**Restore per Council Priorities & Potential for Road Failure**	Yes
Schoolhouse Lane - Road & Stormwater Reconstruction	FY19 & FY20	320,000	300,000* Combination of Funding Sources			150,000	150,000	20,000	20,000	Project Awarded in FY19 with combination of General-HCB/Reserve & Environmental Trust Funds; FY20 Proposal is Contingency for Unanticipated Additional Change Orders	Yes
Summer Street storm drain replacement	TBD	58,800					29,900	8,520	28,520	**Funds Added per Direction from Council and further adjusted (corrected) on 5-29-19**	Yes
Coldbrook Road drainage (East Beyond Laskey Ln)	FY22	40,000				27,000		13,000	13,000	Project to complete in FY20 or FY21	Yes
Western Avenue Sidewalk (LAP)	FY20	MDOT & HCB Funded								Complete project with no added funds	No
Cottage Street Basins & Drains	TBD	128,000				12,925		50,000	50,000	Project to complete in FY20 or FY21	Yes
Repaving Sidewalks, Town Parking Lots	FY19Ongoing	20,000	Annual Cost				20,000	20,000	20,000	Projects to complete in FY19	Yes
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +			100,000	101,281	8,000				Project Costs Summarized without including specific details from prior years	
Working Projects Subtotals:	FY20	-		-	-	251,925	199,900	161,520	181,520		
Sub-Total:		**$ 751,800**		**$ 100,000**	**$ 4,498**	**$ 67,000**	**$ 49,900**	**$ 161,520**	**$ 181,520**	**Certain Projects are General Fund Neutral - Due to Anticipated Reimbursement from Environmental Trust**	
ENVIRONMENTAL TRUST REIMBURSMENT	TBD			$ -	$ -	$ 239,925	$ 179,900	$ 141,520	$ 141,520	Envir Trust Reimbursed Funds for Eligible Projects to complete in FY20	Yes
Proposed General Fund Projects											**Env Tr Eligible**
No New Projects Proposed for FY20											
Sub-Total:											
Proposed Bond-Funded Projects		**Authorized Amounts**									**Env Tr Eligible**
Route 1A Road Reconstruction	FY20	1,200,000						1,000,000	1,000,000	Bonded with Referendum Authorized Funds	No
Route 1A & Western Avenue Intersection	FY20	350,000						350,000	350,000	Bonded with Referendum Authorized Funds	No
Manning Mill Bridge Repairs	FY20 or FY21	150,000						150,000	150,000	Bonded with Referendum Authorized Funds	No
Sawyer Road Bridge Repairs	FY20 or FY21	300,000						300,000	300,000	Bonded with Referendum Authorized Funds	No
SPECIAL BOND FUNDED PROJECT COST COVERAGE										Projects to be completed in FY20, FY21 or FY22	No
Sub-Total:		**$ 2,000,000**						**$ 1,800,000**	**$ 1,800,000**	**General Fund Neutral in FY20 & FY21 except Interest charges**	
Library 3-763	**Trio Balance**	**22,259.13**	**Add 262.05 From Former 3-**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
None											
Sub-Total:				$ 5,000	$ -	$ -	$ -	$ -	$ -		
Recreation Area 3-767	**Trio Balance**	**337,551.33**									
Proposed Projects	**Project Year**	**Estimated Cost**								**NOTES**	
Western Avenue Parking Lot MDEP Permitting	FY20	TBD			80,000	10,000	-			Athletic Field Parking & Stormwater Compliance MDEP Permit Application ($22,190 Remaining Encumbered)	
Western Avenue Parking Lot Construction	FY20	TBD						50,000	50,000	Contribution to Athletic Field Parking Lot Construction	
Sub-Total:				$ -	$ 80,000	$ 10,000	$ -	$ 50,000	$ 50,000		
Playground 3-768	**Trio Balance**	**19,116.55**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
None					-	5,000	-				
Sub-Total:				$ -	$ -	$ 5,000	$ -	$ -	$ -		
Recreation / Conservation 3-769	**Trio Balance**	**5,589.11**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
Recommend Consolidation with Recreation Reserve and Use of Remaining Funds to support Athletic Field Parking											
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -		
Lura Hoit Pool 3-771	**Trio Balance**	**169,227.69**									
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**	
Plaster Resurfacing of Pool					5,000	5,000	20,320			Numerous Additional Projects Listed in Capital Program that total nearly $200,000	
Sub-Total:				$ -	$ 5,000	$ 5,000	$ 20,320	$ -	$ -		
Turtlehead Cove Marina 3-773	**Trio Balance**	**5,394.92**									
Proposed Projects	**Project Year**	**Estimated Cost**								**NOTES**	
Lighting of Ramp and Parking Lot	FY20	15,000			-	5,000	-		15,000	**Per Recent Council Discussion, this Item added for consideration in FY20 - confirmed by Council on 5-29-19**	
Sub-Total:		$ 15,000		$ -	$ -	$ 5,000	$ -	$ -	$ 15,000		

Town of Hampden - Capital Program Source Fund 3 - RESERVES										Proposed FY20 Budget - RESERVE FUNDS
				FY16 Adopted	FY17 Adopted	FY18 Adopted	FY19 Adopted	FY20 Manager Proposal	Town Council June 3, 2019	Notes
Buildings & Grounds 3-775	**Trio Balance**	**20,103.05**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
Funds for Use in Purchasing Cemetery Pickup	FY19	20,000			-	5,280	11,395			Used Pickup Purchased with combination of Reserve & Operating Funds
Sub-Total:				$ -	$ -	$ 5,280	$ 11,395	$ -	$ -	
Solid Waste & Garage 3-777	**Trio Balance**	**60,950.90**								
Proposed Projects	**Project Year**	**Estimated Cost**								**NOTES**
Completion of New Salt Shed	FY19	115,000			58,000	90,000	45,000			Salt Shed Completed
Reconfiguration of Transfer Station - Initial Efforts	FY20	53,200								New Entry Check-in Station Added in FY19 with Available Funds, New Road being added in Spring of 2019
Sub-Total:		$ 115,000		$ -	$ 58,000	$ 90,000	$ 45,000	$ -	$ -	
EPA/DEP-Garage 3-778	**Trio Balance**	**18,039.11**								
Current/Ongoing Projects	**Project Year**	**Estimated Cost**								**NOTES**
None										
Sub-Total:				$ -	$ -	$ -	$ -	$ -	$ -	
Matching Grants Fund 3-780	**Trio Balance**	**16,740.16**								
Proposed Projects	**Project Year**	**Estimated Cost**								**NOTES**
Various Grants					-	40,000	-			Recent Grant Matches used for Fire Department Athletic Equipment, Radios, Library Ergonomic Desks
Sub-Total:		$ -		$ -	$ -	$ 40,000	$ -	$ -	$ -	
Sewer - Including Bangor WWTP	**Trio Balance**	**14,568.68**								
Proposed Projects	**Project Year**	**Estimated Cost**								**NOTES**
City of Bangor - WWTP Capital Costs	FY20	139,530						139,530	139,530	Treatment Plant Improvements @ 8.33%
Western Avenue & Dewey Street	FY21	754,000						-	-	Collection System - Ref Bond Project
Sub-Total:		$ 893,530		$ -	$ -	$ -	$ -	$ 139,530	$ 139,530	

Town of Hampden Proposed FY20 Budget - RESERVES							Town Council					PROPOSED FY20-FY24+ CAPITAL PROGRAM
INDIVIDUAL RESERVE ACCOUNTS	Account Numbers		Trio Balances	FY17 Budget	FY18 Budget	FY19 Budget	FY20 Proposed	FY21 Projected	FY22 Projected	FY23 Projected	FY24+ Projected	Notes Detailed Project Descriptions Contained Below
Municipal Building		3-702-00	$ 53,368.30	20,000	14,000	35,000	103,520	77,700	41,500	10,000	47,830	
Unemployment		3-705-00	$ -									*Recommend Dissolving this Reserve Account*
Contingency		3-706-00	$ -									*Recommend Restoring this Reserve Account*
Cemetery		3-708-00	$ 14,586.68									
Community Connector Bus	55-10-70-99	3-710-00		-	5,850	-	12,198	12,198	12,198	12,198	12,198	*$ 75,216.00 - Town's Reserve Balance w/ Operator (Bangor)*
Information Technology - Computers	55-11-70-99	3-711-00	$ 43,667.19	-	14,100	-	16,100	19,070	16,370	20,140	12,270	*Several Critical IT Security, Software & Hardware Needs*
Cable TV		3-712-00	$ -									*Recommend Dissolving this Reserve Account*
Copier		3-715-00	$ 245.88									
DPW Equipment & Vehicles	55-17-70-99	3-717-00	$ 85,254.11	137,774	31,680	140,030	23,000	52,863	6,850	6,500	2,875,668	*Totals for FY17 & FY18 Need Verification. Lease Payments for Five Vehicles Moved to DPW Highway Operations Budget in FY18*
Town Vital Records	55-19-70-99	3-719-00	$ 20.19	-	2,940	3,628						*Recommend Dissolving this Reserve Account*
Plan Development		3-721-00	$ -									*Recommend Dissolving this Reserve Account*
Planning Board		3-723-00	$ -									*Recommend Consolidation of Reserve Accounts*
Planning & Community Development	55-25-70-99	3-725-00	$ 38,085.88	-	15,000	-						
Economic Development	55-27-70-99	3-727-00	$ 753.71	-	6,730	-	5,000	5,000	5,000	5,000		
Town Prop Survey		3-729-00	$ 2,048.52									*Recommend Consolidation of Reserve Accounts*
GIS Mapping		3-731-00	$ 6,289.51									
Personnel	55-33-70-99	3-733-00	$ 43,938.97	40,000	25,000	48,969	48,000	42,000	42,000	42,000	42,000	
Town Prop Acq		3-735-00	$ -									*Recommend Consolidation of Reserve Accounts*
Ambulance Replacement	55-37-70-99	3-737-00	$ 70,196.79	77,245	20,000	20,000	20,000	20,000	20,000	20,000		
EMS/ALS Equipment	55-39-70-99	3-739-00	$ 38,710.94	-	-	37,500						
Fire Truck Replacement	55-41-70-99	3-741-00	$ 239,417.26	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
Fire Truck Refurbishing		3-743-00	$ 19,898.81									
Fire Building	55-45-70-99	3-745-00	$ 2,402.67	-	2,361	-						*Recommend Consolidation of Reserve Accounts*
Fire Camera	55-47-70-99	3-747-00	$ 838.85	-	10,000	-						*Recommend Consolidation of Reserve Accounts*
Fire Training		3-749-00	$ 2,383.10									*Recommend Consolidation of Reserve Accounts*
Boat Fund		3-751-00	$ 1,497.81									
Police Cruiser	55-53-70-99	3-753-00	$ 48,336.89	34,000	27,000	27,000	39,500	185,000	186,000	186,000	1,165,500	*$43,600 of this Avalable Balance is Encumbered in FY19 for Fire Pickup Replacemet*
Communications	55-59-70-99	3-759-00	$ 5,018.84	-	-	5,000	5,000	5,000	5,000	5,000		*Recommend Consolidation of Reserve Accounts*
Roads, Streets & Stormwater	55-61-70-99	3-751-00	$ 108,716.29	4,498	67,000	49,900	40,000					
Edythe Dyer Library		3-763-00	$ 22,259.13									*Recommend Consolidation of Reserve Accounts*
Library Grant		3-765-00	$ 262.05									*Recommend Consolidation of Reserve Accounts*
Recreation Area	55-67-70-99	3-767-00	$ 337,551.33	80,000	10,000	-	50,000	50,000	50,000	50,000		*Complete Additional Athletic Field Parking*
Playground	55-68-70-99	3-768-00	$ 19,116.55	-	5,000	-						*Recommend Consolidation of Reserve Accounts*
Recreation / Conservation		3-769-00	$ 5,589.11									*Recommend Consolidation of Reserve Accounts*
Lura Hoit Pool Facility	55-71-70-99	3-771-00	$ 169,227.69	5,000	5,000	20,320						
Turtlehead Cove Marina	55-73-70-99	3-773-00	$ 5,394.92	-	5,000	-	15,000	50,000	50,000	50,000	50,000	*Future Funding for Dredging Harbor Channel*
Buildings & Grounds	55-75-70-99	3-775-00	$ 20,103.05	-	5,280	11,395						
Garage, Transfer Station-Solid Waste	55-77-70-99	3-777-00	$ 60,950.90	58,000	90,000	45,000						
EPA/DEP-Gara		3-778-00	$ 18,039.11									*Recommend Consolidation of Reserve Accounts*
Matching Grants Fund	55-78-70-99	3-780-00	$ 16,740.16	-	40,000	-						
TOTALS:			**$ 1,500,911**	**$ 506,517**	**$ 451,941**	**$ 493,742**	**$ 427,318**	**$ 568,831**	**$ 484,918**	**$ 456,838**	**$ 4,255,466**	

Town of Hampden Capital Program, FY20-FY24 — **Municipal Building - *Town Office & Public Safety Center***

Category: **Facilities**

Projects for Reserve # 3-702-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Interior Front Office Remodel & Workstation Replacement	30	N/A	FY20	$ 55,000								55,000	*Remodel the lobby for improved customer service counter, ADA accessibility, enhanced security for availability of use, and install new workstations for staff - Approved for implementation with FEMA funds*
ADA door openers - Town Office	10	N/A	FY18	$ 3,000		3,000						-	*Wall Heater Failing*
Replace Wall Heater in Garage	10		FY18	$ 2,000		400						1,600	*Wall Heater Failing*
Fire Garage Door Exhaust Linkage	20	N/A	FY18	$ 2,000		2,000						-	*Safety Concern*
LED lighting upgrades	10	N/A	FY20	$ 14,150		3,300	2,600	8,520				(270)	*FY20 - exterior parking lot lighting & complete interior*
Public Safety Flooring	30	N/A	FY19	$ 20,000	$ 10,000	10,000						-	*Completed following the Mold Remediation Work*
Dehumidifier - Mold Remediation	30	N/A	FY19	$ 100,000		100,000		5,000				(5,000)	*Dehumidifier for the basement storage area*
Exterior HVAC Condensers	15	N/A	FY20	$ 45,000				14,000	15,500	15,500		-	*Currently Failing (require garden hose cooling) to avoid shut-down*
Roof replacement	20	N/A	TBD	$ 55,000		5,000	7,500	10,000	10,000	10,000	10,000	2,500	*Roof Work TBD After Solar Energy Application Possibility Evaluation*
Exterior Vinyl Siding	30	N/A	FY20	$ 18,000				18,000				-	*Repair warn wooden siding above the brick and repair sheathing and seal soffit under the roof line*
ADA door openers (Public Safety) - includes related electrical work	15	N/A	FY19	$ 3,500			3,500					-	*Work Completed*
Discontinue hot water heater; use boilers to heat hot water	N/A	N/A	FY19	$ 4,200			4,200					-	*Work Completed*
HVAC controls & computer	20	N/A	FY20	$ 60,000			8,000	42,000	10,000			-	*Verbal Estimate - Need to Obtain Professional Scope of Work and Bids (Orig prop to fund for future replacement. System failing and costing significant repair and energy waste costs.*
Replace 3 boilers ($16k apiece)	TBD	N/A	FY21-FY22	$ 48,000			6,000	6,000	26,000	16,000	-	(6,000)	*Source of estimate: Penobscot Temp*
Add motion sensor lighting to fire bay	20	N/A	FY20	$ 1,200					1,200			-	*Total Cost & Scope TBD*
Add Subsurface Electrical for Tree Lighting	20	N/A	FY19	$ 1,200			1,200					-	*Original Quote was Incorrect, Revised to 400*
HVAC duct cleaning (every 5 years)	5		FY21	$ 15,000					15,000			-	*Source of estimate: vendor quotes*
Replace Lobby Floor	30	N/A	FY20	$ 2,000			2,000					-	*Delayed to be completed as part of Proposed Lobby Renovations*
			Totals:	$ 449,250	$ 10,000	123,700	35,000	103,520	77,700	41,500	10,000	47,830	
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						$ (103,700)	35,000	103,520	77,700	41,500	10,000	47,830	

Town of Hampden Capital Program, FY20-FY24

Information Technology

Category: **Equipment**

Projects for Reserve # 3-711-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Town Office Server	5-7	2019	FY25	$ 4,039			4,039					-	***Replaced May 2019 Using banked Reserve Funds - Software Failure and Trio SQL-Upgrade Requirement***
Front Counter Workstations	4	2019	FY19	$ 5,000			5,000					-	***Replaced May-June 2019 due to Equip Failures***
Town Wireless Access Points - Secure Network & Public Devices Replacement	5-7		FY19	$ 1,600			1,200					400	***Replaced May-June 2019 due to Incorrect Equipment & Security Vulnerabilities***
Town Office Server (Orig Line)	4		FY19	$ 9,000		1,595	1,595					5,810	***Replaced May-June 2019 due to Equip Failures***
TRIO conversion to SQL	TBD		TBD	$ 2,650			2,650				-	-	*Funded for FY19 - Funds Carried to FY20 Implementation*
Workstation Upgrades to Win 10-Pro	5		FY20	$ 13,000			-	11,000	1,225	-	-	775	*New Equipment TBD Town wide Upgrade Necessary due to Win 7 Machines End-of-Life on Dec 31, 2019*
Councilor tablets (7)	4		FY20	$ 3,500		775	775	1,950	-	-	-	-	*Replaced December 2014 - New Equipment TBD*
Networking & Firewall Security Equipment	6		FY22	$ 6,000		885	885	-	885	885	885	1,575	*Upgraded February 2014*
Fire / EMS laptops (4)	5		FY23	$ 6,000		1,325	1,325	-	1,675	1,500	175	-	*Replace in July 2022*
Cruiser laptops (3)	5-7		FY22	$ 14,800		3,275	3,275	-	3,400	3,325	1,525	-	*Replaced April 2015*
Admin Laptops (3)	5		FY21	$ 3,000		450	450		2,550		(450)	-	*Last Replaced in June 2011*
CED Laptops (3)	5		FY19	$ 2,500		-	-	1,150	-	750	750	(150)	*Purchased three in May 2019 - New Positions & Upgrades*
CED Equipment	5		FY20	$ 1,150		-	-	1,150	-	750	750	(1,500)	*Purchased three in May 2019 - New Positions & Upgrades*
CCTV Surveillance system	7		FY24+	$ 7,700		975	975	-	1,500	1,500	1,500	1,250	*Upgraded February 2017*
HVAC - AV Equipment Closet	6		FY24+	$ 6,000		885	885	850	1,000	1,000	1,000	380	*Server room 2014 A/V room NEVER*
Phone system	10		FY24+	$ 15,000		1,100	1,100	-	4,000	4,000	3,000	1,800	*Replaced May 2014*
Plotter replacement	6		TBD	$ 6,000		885	885	-	885	885	885	1,575	*Replaced June 2015*
LCD Projectors (2)	4		TBD	$ 1,600		355	355	-	355	180		355	*Purchased 2009 - New LCD Monitors may impact the need for this equipment*
Public Safety Server	5-7		TBD	$ 9,000		1,595	1,595	-	1,595	1,595	2,620	-	*Replaced November 2015*
IT Pipes software				$ 7,500		-					7,500	-	*n/a*
			Totals:	$ 125,039	-	14,100	16,750	16,100	19,070	16,370	20,140	12,270	
Adjusted Balances - Items Deleted, Changed or Added due to Unforeseen Circumstances													*Council Rejected all FY19 Requested IT Funds; however, several failures & security threates required emergency use of banked Reserve Funds*
Adjusted Totals for Projects Not Funded or Have Offsetting Funds							16,750	16,100	19,070	16,370	20,140	12,270	

Town of Hampden Capital Program, FY20-FY24 — **Public Works - Vehicles & Heavy Equipment**

Category: **Vehicles & Equipment**

Projects for Reserve # 3-717-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
310SK Backhoe Loader (#8)	5	2017	FY23	$ 120,000		13,448	14,258	14,258	14,258	14,258	14,258	35,262	*Lease - Moved to DPW Highway Operations Budget*
Plow truck (#13)	10	2018	FY28	$ 126,143		32,560	36,097	36,097	36,097			(14,707)	*Lease - Moved to DPW Highway Operations Budget*
Dump truck - Wheeler (#44)	10	2016	FY26	$ 185,000		36,493	36,493	36,493	36,493			39,028	*Lease - Moved to DPW Highway Operations Budget*
John Deere 544K Loader (#16)	5	2016	FY22	$ 167,000		20,979	20,979	20,979	20,979			83,084	*Lease - Moved to DPW Highway Operations Budget*
Plow truck (#20)	8	2018	FY26	$ 128,228		31,680	38,363	38,363	38,363			(18,541)	*Lease - Moved to DPW Highway Operations Budget*
Plow truck (#14)	8	2008	FY20	$ 150,000				10,000				140,000	*Down Payment Replacement for Funds used in FY19*
Ford F-350 1-ton (#32)	6	2019	FY25	$ 45,000			14,500					30,500	***NOTE: All Above Lease Terms Need Review***
Ford F-350 1-ton (#35)	6	2019	FY25	$ 45,000			14,500					30,500	
Sidewalk Sanding Attachment *	10	New	FY19	$ 6,000								6,000	*Sand/Salt Sidewalks*
Pressurized Steam Trailer *	8	New	FY19	$ 11,000								11,000	*Clearing Frozen Culverts & Basins*
Wireless Four-Post Vehicle Lift	10	New	FY20	$ 44,000				13,000				31,000	*Heavy Vehicle Lift for Safely Lifting Trucks for Preventive Maintenance and Repairs*
John Deere zero turn 60" mower (#4)	5	2015	FY21	$ 11,000			3,000		8,000			-	
John Deere Mower X590 (#5)	5	2016	FY22	$ 7,500			1,300		2,000	2,200	2,000	-	
John Deere Mower X590 (#6)	5	2016	FY22	$ 7,500			1,350		2,000	2,150	2,000	-	
John Deere Mower X590 (#7)	5	2017	FY23	$ 7,500					2,500	2,500	2,500	-	
Trackless sidewalk plow (#7A)	10	2015	FY25	$ 140,000								140,000	
John Deere Small Tractor 2520 (#9)	10	2007	FY19	$ 30,000								30,000	
John Deere Large Tractor (#9A)	10	2010	FY21	$ 65,000								65,000	
Ford F-250 3/4 ton pickup w/plow (#10)	6	2013	FY20	$ 35,000			5,850					29,150	
Plow truck (#11)	8	2013	FY22	$ 130,000								130,000	
Grader		1994		$ 230,000								230,000	
Dump Truck (#14)	10	2010	FY21	$ 158,000								158,000	
Dump Truck (#15)	10	2012	FY23	$ 185,000								185,000	
Plow truck (#18)	8	2012	FY21	$ 148,000			18,500					129,500	
Dump Truck (#19)	10	2011	FY22	$ 158,000								158,000	
Trailer (cemetery) (#29)		2005	FY19									-	
Trailer (20 ton) (#30)		1989	FY19	$ 22,000								22,000	
Ford L-8000 truck (Sewer Jet) (#33)		1978		$ 180,000								180,000	
Trailer (ballfield) (#50)		2010	FY20									-	
DPW vehicle (#51 Crown Vic)	6	2010	FY19									-	
Pickup Truck, Cemetery (4-door 4x4) (replacement for #52)	5		FY19	$ 20,000		5,280	5,280	-	-			9,440	*Purchased in FY19 - With Operation Funds from Buildings & Grounds for Cemetery Use*
Excavator (30,000 lb)				$ 180,000								180,000	*Needed for Internal Construction Projects (Rental Option)*
Replace Sewer Jet (#33) with Jet/Vac				$ 400,000								400,000	
Adjusted Balances - Leases Moved to Ops						(103,480)	(70,440)	(146,190)	(107,827)	(14,258)	(14,258)	456,453	*All Lease Payments Need Verification*
			Totals:	$ 3,141,871	-	31,680	140,030	23,000	52,863	6,850	6,500	2,875,668	
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						$ 140,440	$ 210,470	$ 23,000	$ 52,863	$ 6,850	$ 6,500	$ 2,875,668	

Town of Hampden Capital Program, FY20-FY24 — **Public Safety - Police, Fire/EMS, Code - Vehicles & Equipment**

Category: **Vehicles & Equipment**

Projects Use Various Reserve #'s	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Police Cruiser Annual Replacement	4	2019	Annual	$ 34,000		17,000	27,000	39,500	40,000	41,000	41,000	42,000	*Purchase a new cruiser each year, based upon mileage and engine hours*
Ambulance Replacement			FY26	$ 250,000	35,000	20,000	20,000	20,000	30,000	30,000	30,000	65,000	
Fire Engine Replacement			TBD	$ 800,000	70,000	50,000	50,000	50,000	50,000	50,000	50,000	430,000	*Final Cost Determined by Needs and Trade Value for Custom Truck*
Heavy Rescue Engine Replacement			TBD	$ 650,000				-	50,000	50,000	50,000	500,000	*Final Cost Determined by Needs and Trade Value for Custom Truck*
Fire Engine Refurbishing			TBD	$ 8,000	8,000			-				-	*Fund for Anticipated/Identified Major Maint/Repairs*
Air Bottles			FY21	$ 55,000			27,500	-				27,500	*15 year life span for equipment*
Thermal Imaging Camera			FY18	$ 10,000		10,000		-				-	
Weapons. Replacement	10		FY19	$ 6,000				-				6,000	
Cardiac Monitor (2)			FY28	$ 80,000			10,000	-	10,000	10,000	10,000	40,000	
Public Safety Utility Pickup Truck	10		FY19	$ 40,000				-				40,000	*Purchased in 2019*
Radios	5		FY22-25	$ 30,000				-	5,000	5,000	5,000	15,000	
* Alternative Funding Souce Offsets													
			Totals:	$ 1,929,000	$ 113,000	97,000	134,500	109,500	185,000	186,000	186,000	1,165,500	
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						97,000	134,500	109,500	185,000	186,000	186,000	1,165,500	

Town of Hampden Capital Program, FY20-FY24 — **Public Works - Roads, Bridges, Streets, Sidewalks & Stormwater**

Category: **Infrastructure**

Projects for Reserve # 3-761-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Roads													
Baker Road (275' of road reconstruction)	10		FY22	$ 35,000		12,000	-		18,000	17,000	-	-	*Construction To Be Determined*
Schoolhouse Lane (rebuild)	25		FY20	$ 320,000	150,000		150,000	20,000	-	-	-	-	*Construction Underway - FY20 Request for Change Order Contingency*
Rte 1A crosswalks and ped beacons at Cottage Street and Irving Station	15	2018	FY19	$ 18,625	18,625		-					-	*HCB funds*
Paving (roads)	Ongoing		Annual	$ 365,000			-					365,000	*Annual Costs Transferred to DPW-Highway Operations Budget*
Repaving sidewalks, town parking lots	Ongoing		Annual	$ 20,000			20,000	20,000	20,000	20,000	20,000	Annual	*DPW Director Estimate -Consider Moving to DPW Operations*
Stormwater													
Sucker Brook Box Culvert (at Old County Rd)	30		FY20?	$ 150,000		50,000	-	50,000	50,000			50,000	*Council goal is to pay from TIF (pending changes to auth'd uses) and/or Env. Trust, and/or grant proceeds.*
Summer Street storm drain replacement			FY20	$ 58,800			29,900	8,520	20,380			-	*Project Eligible for Envir Trust Reimbursement*
Coldbrook Road drainage (to Laskey Ln)			FY18	$ 40,000		27,000	-	13,000	14,000			13,000	
Cottage Street (catch basins & drain pipe; replace storm drain)	30		FY21	$ 128,000		12,925	-	50,000				78,000	*Prioritized and Funds added in FY20 at Direction of Council, with Staff Concurrence*
Shaw Brook Watershed Mgmt Plan			TBD	$ 40,000			-		5,000	5,000	5,000	25,000	*Recommend Moving this to Planning & Development*
Sucker Brook Watershed Mgmt Plan			TBD	$ 40,000			-		7,000	7,000	7,000	19,000	*Recommend Moving this to Planning & Development*
Bridges													
Manning Bridge #3366			FY20 or FY21	$ 150,000			-		150,000	-	-	-	*Project Bonded for Completion when Staff Capacity Allows for Project Management*
Sawyer Bridge #0863			FY20 or FY21	$ 300,000			-		300,000			-	*Project Bonded for Completion when Staff Capacity Allows for Project Management*
Upper Papermill Bridge #0864			TBD				-					-	*Project Needs to be fully Scoped*
Other													
Coldbrook Road water infrastructure			FY19	$ 167,000	100,000	67,000	-	-	-	-	-	-	*TIF funds Loaned to MRC for Coldbrook Road Infrastructure*
Town Center holiday lighting repairs			TBD	$ 33,000			-		-	-	-	33,000	*Final Project Scope is TBD*
Hampden Business & Commerce Park Fire Suppression Waterline (TID Bonded)			FY20	$ 500,000			-		-	-	-	500,000	*Installation of new Fire Suppression Waterline to increase Fire Capacity to HBCP - TIF Bond Funds Approved - Project proceeding with HWD*
Signalization at Rte 1A and Rte 202 (FY19 Bond Funds - Amortization Schedule TBD)			TBD	$ 350,000			-		-	-	-	350,000	*Proposed as BACTS project (80/10/10 split with 10% Local) However, now considering a 50/50 MPI with MDOT, due to costs and Regional Project Backlog - Bond Funds Approved*
* Environmental Trust Reimbursement Offsets				$ (456,800)		(101,925)	(150,000)	(121,520)					
			Totals:	$ 2,715,425	268,625	168,925	199,900	161,520	584,380	49,000	32,000	1,433,000	
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						67,000	49,900	40,000	566,380	32,000	32,000	1,433,000	

Town of Hampden Capital Program, FY20-FY24 — **Edythe Dyer Library**

Category: **Facilities**

Projects for Reserve # 3-763-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Heat far ends of building (installed heat pumps)			FY17										
Replace library doors			FY17	$ 19,267									
LED lighting			FY17	$ 20,000									
Parking LED lighting Replacement			FY19	$ 4,000									*Light Failing, Emergency Replacement ompleted*
Roof replacement (flat portion)													
Window replacement (energy efficiency)													
Larger meeting space													
			Totals:	$ 43,267	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	

Town of Hampden Capital Program, FY20-FY24 — **Recreation - Skehan Center & Athletic Facilities**

Category: **Facilities**

Projects Use Various Reserve #'s	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Recreation Facilities													
Additional field space (multipurpose)				$ 1,500,000									***Most Estimates Need Complete Scoping***
Permanent bathroom and concession space at outdoor field space				$ 35,000									
Addition of outside field storage				$ 18,000									
Facility signage (outdoor field space)				$ 15,000									
New facility/recreation center				$ 5,000,000									
More parking for Lura Hoit complex (add'l 50 spots needed for current use)			FY20	$ 450,000				50,000					*Parking Lot Construction*
Rebuild VFW Tennis Courts to correct drainage and alleviate surface shifting/cracking				$ 110,000									
Rebuild VFW Basketball Courts to correct drainage and alleviate surface shifting/cracking				$ 150,000									
Ballfield Road softball field, LED lighting conversion/replacement				$ 15,000									
Marina Dock			FY18	$ 30,000		20,000	-						
Marina - rip rap stabilization				$ 75,000									
Marina boat ramp			FY20	$ 30,000				15,000					*Lighting for parking lot and boat ramp*
Marina dredging				$ 1,000,000									
Skehan Center													
Parking (60-70 additional spaces)													***Most Estimates Need Complete Scoping***
Roof replacement				$ 50,000									
Permanent secure lobby office space				$ 15,000									
Building heating upgrades (energy efficiency)				$ 45,000									
Hot Water (locker room) heating upgrades				$ 10,600									
Facility signage				$ 17,000									
Windows and doors				$ 5,000									
Paint				$ 12,000									
Roof replacement				$ 150,000									
			Totals:	$ 8,732,600	-	20,000	-	65,000	-	-	-		

Town of Hampden Capital Program, FY20-FY24 — **Lura Hoit Pool**

Category: **Facilities**

Projects for Reserve # 3-771-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Pool sand filter	20		FY26	$ 20,000					2,500	2,500	2,500	12,500	
Plaster re-surface	15		FY21	$ 32,000			20,320		11,680			-	*Project to be scheduled for work in FY21*
Boilers	15		FY24	$ 42,710					7,120	7,120	7,120	21,350	
Pool Pump	15		FY22	$ 2,600					1,300	1,300	-	-	
Air Handler	15		FY27	$ 172,000					19,100	19,100	19,100	114,700	
Metal Roof	25		FY39	$ 24,000					1,140	1,140	1,140	20,580	
Painting interior of pool area			FY18	$ 30,000	$ 5,000	5,000			5,000	5,000	5,000	5,000	
Replace/repair sidewalk and curbing			FY18	$ 6,500								6,500	
			Totals:	$ 329,810		5,000	20,320	-	47,840	36,160	34,860	180,630	

Town of Hampden Capital Program, FY20-FY24 — **Public Works - Garage, Transfer Station & Solid Waste**

Category: **Facilities**

Projects for Reserve # 3-777-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Salt Shed	30		FY19	$ 80,000	-	80,000	35,000					(35,000)	*Project Completed in FY19*
Contingency for "bridge waste" transport costs	1		FY19	$ 10,000	-	10,000	10,000					(10,000)	*With Coastal Resources now operational at the Fiberight Facility, this cost center will be eliminated*
Contingency for increased recycling costs	1			$ 10,000			-					10,000	*With Coastal Resources now operational at the Fiberight Facility, this cost center will be eliminated*
Equipment garage	30			$ 70,000			-					70,000	
Roof repair at DPW Garage	15		FY18	$ 41,350	38,000	-	-					3,350	
Transfer Station Reconfiguration	30			$ 53,200	-		-					53,200	
Vehicle lift at DPW Garage	10			$ 44,000	-		-	-				44,000	*This Item Included in DPW - Vehicles & Equipment Cost Center*
Stone repair, all cemeteries	50						-					-	
			Totals:	$ 308,550	38,000	90,000	45,000	-	-	-	-	135,550	

Town of Hampden Capital Program, FY20-FY24 — **MDOT - Maine Department of Transportation Roads & Bridges**

Category: **Infrastructure**

Projects Use Various Reserve #'s	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Main Road North - Rt 1A			FY19	$ 1,200,000			21,500	42,000	42,000	42,000	42,000	1,010,500	*All Bond Terms are TBD*
Grist Mill Bridge, sewer line replacements			FY19	$ 435,400			14,800	31,000	31,000	31,000	31,000	296,600	*All Bond Terms are TBD*
Western Ave sidewalk (WIN 191401.00)			FY19	$ 38,336			6,736					31,600	*All Bond Terms are TBD*
			Totals:	$ 1,673,736	$ -	-	43,036	73,000	73,000	73,000	73,000	1,338,700	

Town of Hampden Capital Program, FY20-FY24 — **Hampden Sewer Division**

Category: **Infrastructure**

Projects Use Sewer Fund Reserves	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Notes*
Capital Projects													
Souadabscook Pump Station Alt 2 (increase capacity)												-	** Priority Projects refer to analysis by Woodard & Curran, 2008. Priority Projects 1-3 complete.*
Pump Station - Pump Replacement - Multiple Stations			FY20									-	
Meter Pit Parshall Flume Fix/Valve Install				$ 29,000			29,000					-	*Source of estimate: Woodard & Curran, 10/20/17*
Rte. 1A from Western Ave to Skehan (Sewer Project Priority #4 - partial*)				$ 635,000			-	-				635,000	*Part of priority project #4 from 2008 plan was already completed*
Western Ave. from 1A to Rte 202 (Sewer Project Priority #5*)				$ 754,000			-	-	44,231	44,231	44,231	621,307	*Borrowing authorization proposed at June 2018 ballot. If authorized, project would proceed after the Rte 1A and Grist Mill Bridge projects*
Pleasant St. from dead end to intersection and Summer St. (Sewer Project Priority #6*)								-				-	
Carver St. and 3 spots on M.R.N. near Hughes Bros. (Sewer Project Priority #7*)								-				-	
Replacement pumps for Ferry Street and Summer Street pump stations			FY19	$ 12,000			12,000	-				-	
Replace County Road sewer (3 areas) (2,450 LF)								-				-	
Replace Mountainview sewer (930 LF)								-				-	
CSO Master Plan Update				$ 65,000		50,000						15,000	
Route 1A sewer project				$ 924,000			14,900	54,143	54,143	54,143	54,143	692,528	*Borrowing authorization proposed at June 2018 ballot. If authorized, project would pursue financing through MMBB SRF*
			Sub Totals:	$ 2,419,000		50,000	55,900	54,143	98,374	98,374	98,374	1,963,835	
Operations & Maintenance Tasks													
CSO Tank Sealing (5 tanks)						30,000	30,000						
CSO Master Plan							65,000						
CCTV - flush sewer system				$ 300,000		60,000	60,000	60,000	60,000	43,000			
I/I Study - Mayo Road						-							*May want to look at capital project to remove illegal tie-ins of roof drains and perimeter drains*
I/I Study - Westbrook Terrace						-							
Meter Pit Parshall Flume Study				$ 7,000		7,000	-						
Easement clearing							20,000						
			Sub Totals:	$ 307,000		97,000	175,000	60,000	60,000	43,000	-	-	
			TOTAL:	$ 2,726,000		147,000	230,900	114,143	158,374	141,374	98,374	1,963,835	

Town of Hampden Capital Program, FY20-FY24 — **Sewer Division - Bangor WWTP - Wastewater Treatment Plant**

Category: **Infrastructure**

Projects Use Sewer Fund Reserves	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	*Note, The Town of Hampden contribution is 8.33% of the Total Bangor WWTP Capital Improvements, per Interlocal Agreement Sec. A Item 6.(a).*
Actuator Replacement	TBD	TBD	FY19	$ 55,000				4,582				-	
Main Submersible Flyght Pumps	TBD	TBD	FY20	$ 315,000				8,747	8,747	8,747		(1)	Cost projected over three years, beginning in FY20
Replace biofilter pump	TBD	TBD	FY20	$ 96,000				2,666	2,666	2,666		-	Cost projected over three years, beginning in FY20
Electrical control system & Emergency Generator	TBD	TBD	FY20	$ 265,000				22,075				-	Projected to be Bonded - Terms TBD
SCADA Instrumentation/Control Repairs	TBD	TBD	FY20	$ 185,000				15,411				-	Projected to be Bonded - Terms TBD
WWWTP Tank Top Sealing (Design Phase)	TBD	TBD	FY20	$ 15,000				1,250				-	
Sludge Pump Replacement	TBD	TBD	FY20	$ 26,000				2,166				-	
Secondary Treatment Splitter Box (Design Phase)	TBD	TBD	FY20	$ 10,000				833				-	
Large Dewatering Conveyor	TBD	TBD		$ 25,000				2,083				-	
HVAC Repairs/Replacement	TBD	TBD		$ 25,000				2,083				-	
Thickener Tank Repair (Design Phase)	TBD	TBD		$ 15,000				1,250				-	
Grit Piping Replacement	TBD	TBD		$ 15,000				1,250				-	
Secondary Treatment Splitter Box (Design Phase)	TBD	TBD	FY20	$ 10,000				833				-	
Climber Screen Motor Replacement	TBD	TBD	FY20	$ 893,000				74,387				-	Projected to be Bonded - Terms TBD
			Totals:	$ 1,950,000	$ -	$ -	$ -	$ 139,611	$ 11,413	$ 11,413	$ -	$ (1)	