

Town of Eliot

Fiscal Year 2025 Budget Workbook

December 28, 2021,

“First Draft”

Town of Eliot Manager Michael J. Sullivan



Honorable Eliot Select Board and Budget Committee,

Thank you all for playing an important role in the budgetary process. As the Town of Eliot elected leaders your leadership in addressing the needs of the community and assigning a cost is not an enviable or simple task. The complexities of balancing need and affordability for the taxpayer is an extreme balancing act. I will do my best to support your collective reasoning and ultimately the wish of the voters as we progress through the budget season.

This document is a work product resulting from hundreds of labor hours from department managers, the Finance Director, the Assistant Town Manager, and the Town Manager. We sought input from key staff, vendors, contractors, other municipalities, and wide-ranging sources as to cost trends for the fiscal year 2025. This information collection process began in August and is on-going.

Thank you to the incredible Town of Eliot employees for participating in this annual project. Their insight and observations are critical in allowing me as Town Manager to do my level best in quilting together those sometimes-disparate perspectives to craft a FY 25 budget will deliver service to the citizens of Eliot in a manner they are accustomed to. It is worth noting those deliverables are often as much as eighteen months in the future. This time gap adds to the degree of difficulty in predicting the end result.

As we all are acutely aware we are living in an interesting time where compensation increases are being offset by increased prices for goods at services for employees. It is not substantially different in terms of a municipality, as gains from increased taxes, fees or other various sources are realized gains become tempered by increased pricing of fuel, materials, and insurance, just to name a few. I have given great attention in considering the cost of employees who provide the essential services for the public, they are critical to our mission to serve.

The budget is an exercise in balance with a fair amount of estimating the causal effect of reshaping an organization to prepare for the future. If we cut or reallocate from line "A", will we be able to provide the service promised in line "B", if we do not address staffing compensation will we be able to retain talented members of the team, if we do not offer training do we risk adding to customer frustration by way of unintentional incompetency, these are all reasonable questions I/we ask continuously when molding a municipal budget.

This draft continues to examine how Eliot can best invest in itself, how can we improve and where can we gain efficiencies. We constantly refer to these core commitments throughout the annual budget discussion. We also need to ask, is this particular service appropriate to provide or is it better provided by the private market, regional approaches or by some other new pathway.

I respectfully submit this fiscal year 2025 draft budget for your review and consideration.

Thank you,

Michael J. Sullivan

Town of Eliot, Manager (December 28, 2023)

PLEASE NOTE THE GRAPHS DEPICTED FOR VARIOUS DEPARTMENTS MAY HAVE CHANGED FROM THIS DRAFT.

Please continuously refer to the updated version on the website for the latest edits of this workbook.

Reserve Funds.

Division	Expense	Object	FY 24 Beginning Balance	FY24 Actual to Nov. 30	FY24 End Balance	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
CAPITAL PROJECT FUNDS/SPECIAL REVENUE FUNDS/TRUST FUNDS								
nds	Public Works Reserve	Misc.	Misc.	760,491.54		760,491.54		
		Misc. Total		760,491.54	0.00	760,491.54	0.00	0.00
		Public Works Reserve Total		760,491.54	0.00	760,491.54	0.00	0.00
nds	Police Dept. Reserve	Misc.	Misc.	140,781.41	7,749.21	133,032.20		
		Misc. Total		140,781.41	7,749.21	133,032.20	0.00	0.00
		Police Department Reserve Total		140,781.41	7,749.21	133,032.20	0.00	0.00
nds	Fire Dept. Reserve	Misc.	Misc.	912,314.63	704,081.63	208,233.00		
		Misc. Total		912,314.63	704,081.63	208,233.00	0.00	0.00
		Fire Department Reserve Total		912,314.63	704,081.63	208,233.00	0.00	0.00
nds	Land Bank	Misc.	Misc.	50,921.48	4,015.48	46,906.00		
		Misc. Total		50,921.48	4,015.48	46,906.00	0.00	0.00
		Land Bank Total		50,921.48	4,015.48	46,906.00	0.00	0.00
nds	Parks/Facilities Reserve	Misc.	Misc.	50,588.67	0.00	50,588.67		
		Misc. Total		50,588.67	0.00	50,588.67	0.00	0.00
		Parks/Facilities Reserve Total		50,588.67	0.00	50,588.67	0.00	0.00
nds	PS Impact Fees	Misc.	Misc.	109,110.57	0.00	109,110.57		
		Misc. Total		109,110.57	0.00	109,110.57	0.00	0.00
		PS Impact Fees Total		109,110.57	0.00	109,110.57	0.00	0.00
nds	Stormwater	Misc.	Misc.	32,383.73		32,383.73		
		Misc. Total		32,383.73	0.00	32,383.73	0.00	0.00
		Stormwater Total		32,383.73	0.00	32,383.73	0.00	0.00
nds	CSD Reserve	Misc.	Misc.	34,622.03	0.00	34,622.03		
		Misc. Total		34,622.03	0.00	34,622.03	0.00	0.00
		CSD Reserve Total		34,622.03	0.00	34,622.03	0.00	0.00
nds	Town Hall Reserve	Misc.	Misc.	622,324.28		622,324.28		
		Misc. Total		622,324.28	0.00	622,324.28	0.00	0.00
		Town Hall Reserve Total		622,324.28	0.00	622,324.28	0.00	0.00
nds	T-Station Reserve	Misc.	Misc.	45,120.00		45,120.00		
		Misc. Total		45,120.00	0.00	45,120.00	0.00	0.00
		T-Station Reserve Total		45,120.00	0.00	45,120.00	0.00	0.00
nds	Grant Match Reserve	Misc.	Misc.	200,000.00	0.00	200,000.00		
		Misc. Total		200,000.00	0.00	200,000.00		
		Grant Match Reserve Total		200,000.00	0.00	200,000.00		
nds	Sewer Reserve	Misc.	Misc.	101,677.93	0.00	101,677.93		
		Misc. Total		101,677.93	0.00	101,677.93	0.00	0.00
		Sewer Reserve Total		101,677.93	0.00	101,677.93	0.00	0.00
nds	Rt. 236 TIF	Misc.	Misc.	6,573,407.74	665,412.22	5,907,995.52		
		Misc. Total		6,573,407.74	665,412.22	5,907,995.52	0.00	0.00
		Rt. 236 TIF Total		6,573,407.74	665,412.22	5,907,995.52	0.00	0.00
nds	Eliot Commons TIF	Misc.	Misc.	47,886.08	92,648.36	-44,762.28		
		Misc. Total		47,886.08	92,648.36	-44,762.28	0.00	0.00
		Eliot Commons TIF Total		47,886.08	92,648.36	-44,762.28	0.00	0.00
il				9,681,630.09	1,473,906.90	8,207,723.19	0.00	0.00
Admin. Reserve	Misc.	Misc.		120,000.00		120,000.00		
		Misc. Total		120,000.00	0.00	120,000.00	0.00	0.00
		Administration Reserve Total		120,000.00	0.00	120,000.00	0.00	0.00
Wage & Training	Misc.	Misc.		55,931.50		55,931.50		
		Misc. Total		55,931.50	0.00	55,931.50	0.00	0.00
		Wage & Training Reserve Total		55,931.50	0.00	55,931.50	0.00	0.00
Senior Tax Abatement	Misc.	Misc.		25,000.00		25,000.00		
		Misc. Total		25,000.00	0.00	25,000.00	0.00	0.00
		Senior Tax Abatement Total		25,000.00	0.00	25,000.00	0.00	0.00
				120,000.00	0.00	120,000.00	0.00	0.00

If you go to the last budget tab (before “Capital”) you will find “Reserve” accounts. You all may recall we made some significant changes to how we approach these accounts during the last fiscal budget cycle.

Our main focus was to untether funds which were being siloed for mostly imaginary emergencies. While not a harmful practice in its base form, it can cripple investment in capital needs while tying up substantial amounts of revenue the taxpayer has paid into a system meant to enhance their civic experience. Approaching reserves differently should not be seen as “let’s just spend all as quickly as possible”, but a pragmatic approach to balancing investment critically important in the financial and physical health of a town!

As a guideline I have segregated the funds in a manner meant to reflect how the funds were directed by the Town Meeting. The system has safeguards, the reserve funds are established by a vote of Town Meeting, cannot be expended without an additional specific vote of the Select Board and to close the cycle, cannot be replenished without a new vote of a subsequent Town Meeting.

Equipment like Fire Engines, DPW trucks or moderate to large size projects take multiple fiscal years of funding, having a reasonable level through reserve accounts and flexibility in the funding practices is warranted. We recently ordered the manufacturer has started to assemble a new Engine #4 for the Eliot Fire Department; it will be over two years before it is in-service, heavy-duty plow trucks an eight to ten months before available for service for the DPW, a basic FD command vehicle has taken the better part of a year, police cruiser are nearly a year out. These long schedules add to the planning challenges.

As the budget process proceeds, I will make some recommendations to the “Reserve” funds based on the FY 23 audit, particularly as to the unassigned fund balance which I believe will be healthy (over \$3m). I will ask if the SB and BC would agree to have money from the unassigned balance transferred to some of the various reserves if appropriate in a separate warrant on this ballot or perhaps the November 2024 ballot. This will avoid any direct impact on property taxes for FY 25.

Fixed Assessments.

Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Estimate	Select Board Approved	Budget Comm. Approved
FIXED ASSESSMENTS - Z											
School Dept.	Misc.	MSAD #35	10,204,534.00	10,518,719.00	10,660,451.00	10,961,812.00	4,564,261.25		11,883,000.00		
	Misc. Total		10,204,534.00	10,518,719.00	10,660,451.00	10,961,812.00	4,564,261.25	0.00	11,883,000.00	0.00	0.00
School Dept. Total			10,204,534.00	10,518,719.00	10,660,451.00	10,961,812.00	4,564,261.25	0.00	11,883,000.00	0.00	0.00
County Tax	Misc.	County Tax	518,838.60	504,239.03	500,414.99	529,715.06	529,715.06		569,715.00		
	Misc. Total		518,838.60	504,239.03	500,414.99	529,715.06	529,715.06	0.00	569,715.00	0.00	0.00
County Tax Total			518,838.60	504,239.03	500,414.99	529,715.06	529,715.06	0.00	569,715.00	0.00	0.00
Overlay	Misc.	Misc.				415,451.00	7,047.44				
						415,451.00	7,047.44				
						415,451.00	7,047.44				
TIF Expense	Misc.	Misc.				1,316,490.35	0.00				
						1,316,490.35	0.00				
						1,316,490.35	0.00				
Oper. Trans.	Misc.	Misc.	1,042,658.01	784,461.82	509,575.50	1,960,000.00	1,960,000.00	0.00	0.00		
	Misc. Total		1,042,658.01	784,461.82	509,575.50	1,960,000.00	1,960,000.00	0.00	0.00	0.00	0.00
Oper. Trans. Total			1,042,658.01	784,461.82	509,575.50	1,960,000.00	1,960,000.00	0.00	0.00	0.00	0.00
Library	Misc.	Library	200,600.00	241,433.94	242,500.00	238,661.00	119,330.50		245,611.91		
	Misc. Total		200,600.00	241,433.94	242,500.00	238,661.00	119,330.50	0.00	245,611.91	0.00	0.00
Library Total			200,600.00	241,433.94	242,500.00	238,661.00	119,330.50	0.00	245,611.91	0.00	0.00
Grand Total			11,966,630.61	12,048,853.79	11,912,941.49	15,422,129.41	7,180,354.25	0.00	12,698,326.91	0.00	0.00

The next tab moving from right to left is “Fixed Assessments”. The major line in that category would be “School Dept.”. At nearly \$12 million it dwarfs any other financial commitment from the Town of Eliot. The General Fund budget is more than 30% less. However, last year the district budget growth was about a 3% growth due to the School Board and Superintendents diligence, I expect the final number will come in less than the 8%. This is at this point in the process a

placeholder. The increase was based largely on the CIP, with the rise in wages and given the fact that about 80 to 85% of the budget is related to those cost factors.

The FY 25 budget process for Marshwood has just begun and final numbers will likely not be available until early April. The “County Assessment” may not be available until as late as June. Library appearing on this tab as requested by the Wm. Fogg Library Trustees.

TIF and Overlay will not be available as it happens by way of commitment by Assessor. The items on this tab are subject to little oversight by the municipality, before or after Town Meeting vote, and are constructed by other agencies through their formulas.

General Assistance.

G	H	I	J	K	L	M	N	O	P	Q	R	S
Department	Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
GENERAL ASSISTANCE - T												
General Asst	General	Assistance	Electricity	177.64	215.00	1,133.73	4,200.00	200.00		1,200.00		
General Asst	General	Assistance	Food	100.00	70.11		1,200.00	0.00		900.00		
General Asst	General	Assistance	Heat	0.00	1,040.00	1,928.75	8,700.00	0.00		3,000.00		
General Asst	General	Assistance	Housing	6,547.45	5,999.00	22,652.66	6,300.00	7,104.00		29,400.00		
General Asst	General	Assistance	Prescriptions	0.00	0.00		500.00	0.00		375.00		
		Assistance Total		6,825.09	7,324.11	25,715.14	20,900.00	7,304.00	0.00	34,875.00	0.00	0.00
General Asst	General	G/A Other	Burial Expenses	75.00	1,795.00	2,050.00	2,000.00	0.00		2,500.00		
General Asst	General	G/A Other	Household Expenses	3,652.33	0.00	1,030.00	1,000.00	0.00		1,000.00		
General Asst	General	G/A Other	Sewer Expenses	0.00	0.00		1,000.00	0.00		300.00		
General Asst	General	G/A Other	Tax Expenses	0.00	0.00			0.00		0.00		
General Asst	General	G/A Other	Water Expenses	0.00	0.00		1,000.00	0.00		700.00		
General Asst	General	G/A Other	Contract Admin	0.00	0.00	0.00	0.00	0.00		18,000.00		
		G/A Other Total		3,727.33	1,795.00	3,080.00	5,000.00	0.00	0.00	22,500.00	0.00	0.00
General Total				10,552.42	9,119.11	28,795.14	25,900.00	7,304.00	0.00	57,375.00	0.00	0.00

When you look at this tab you will see a good barometer of rising housing costs. The rents we are mandated to fulfill have seemingly doubled over the last five years. I would also draw your attention to the \$18,000 admin item for General Assistance. All but that amount is 75% reimbursable from the state and there is discussion to have that go to 90% reimbursement at the state level.

Once an agreement is finalized the \$18,000 would be the amount for FY 25, we would pay Mainspring to administer General Assistance. This would provide the General Assistance Services with a more comprehensive approach to the issue and logically would be able to impact repetitive pattern of families who suffer economic struggles. Mainspring will be able to offer wrap around services more effectively, with familial access to mental health, job training, temporary/permanent housing, and health care services we simply are not as adept at coordinating.

We have met several times with the principal partners of Mainspring, including attending the recent groundbreaking at 22 Shaleigh Road in Kittery. Eliot’s General Administrator Melissa Albert has been part of the discussion and will still play an important role in overseeing Eliot’s General Assistance administration.

As you may be aware, Ms. Albert is very experienced in this area, is seen by her peers in other communities as a subject expert and recently was invited to serve on the statewide GA professional associations executive committee. She will still serve as a safeguard to ensure Eliot residents in need of services are being properly treated and qualified. She also will be overseeing the charges and our reimbursement for services from the State of Maine DHHS.

I am confident this new model will be more effective as a regional wholistic approach to economic insecurity and long-term will spawn a more cost-effective approach for client success. It will

certainly not lessen Ms. Albert’s workload, as she will be expanding the significant gap in our Human Resource efforts. This is an area of focus, from policy to people to practice, how we serve our employees and how we communicate policy. Development and execution of those policies is become more complex and demanding much more oversight. The Assistant Town Manger has and will continue to accept more of that critical oversight responsibility.

Community Service Department (CSD).

Department	Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
CSD	General	Salaries	Regular	152,879.92	146,041.50	129,609.58	174,436.00	66,261.56		153,008.00		
CSD	General	Salaries	Overtime	268.77	1,624.48	4,420.58	500.00	2,865.62		1,000.00		
		Salaries Total		153,148.69	147,665.99	134,030.16	174,936.00	69,127.18	0.00	154,008.00	0.00	0.00
CSD	General	Employee Benefits	Wellness & Training	125.99	1,317.04		700.00	97.75	2,000.00	2,000.00		
CSD	General	Employee Benefits	Mileage	0.00	0.00		300.00	0.00	300.00	300.00		
		Employee Benefits Total		125.99	1,317.04	0.00	1,000.00	97.75	2,300.00	2,300.00	0.00	0.00
CSD	General	Community Relations	Advertising/Public Notices	0.00	554.47		800.00	587.96	1,000.00	1,000.00		
CSD	General	Community Relations	Services/Outreach	0.00	0.00		12,500.00	0.00	12,500.00	10,500.00		
CSD	General	Community Relations	Special Events	0.00	1,468.44		1,000.00	0.00	1,000.00	1,000.00		
		Community Relations Total		0.00	2,022.91	0.00	14,300.00	587.96	14,500.00	12,500.00	0.00	0.00
CSD	General	Service Fees	Communications	4,689.66	4,919.79	4,866.14	5,700.00	1,746.53	5,700.00	5,700.00		
		Service Fees Total		4,689.66	4,919.79	4,866.14	5,700.00	1,746.53	5,700.00	5,700.00	0.00	0.00
CSD	General	Supplies	Postage	163.31	116.00	60.00	600.00	0.00	500.00	400.00		
CSD	General	Supplies	Gasoline	1,085.08	1,399.68	0.00	1,500.00	0.00	1,500.00	1,200.00		
CSD	General	Supplies	Dept./Office	4,904.97	4,763.66	1,604.97	4,200.00	1,089.61	4,200.00	3,800.00		
		Supplies Total		6,153.36	6,279.34	1,664.97	6,300.00	1,089.61	6,200.00	5,400.00	0.00	0.00
CSD	General	Rep. & Maint	Vehicle	2,201.11	92.79	144.27	1,500.00	131.22	2,000.00	2,000.00		
CSD	General	Rep. & Maint	Building	52.53	0.00				250.00	50.00		
		Rep. & Maint Total		2,253.64	92.79	144.27	1,500.00	131.22	2,250.00	2,050.00	0.00	0.00
	General Total			166,371.34	162,297.86	140,705.44	203,736.00	72,780.19	30,950.00	181,958.00	0.00	0.00
CSD Total				166,371.34	162,297.86	140,705.44	203,736.00	72,780.19	30,950.00	181,958.00	0.00	0.00
CSD FEE BASED PROGRAMMING												
CSD Fee Based	Staffing	Salaries	Regular	47,773.72	55,883.84	76,597.40	165,414.00	33,472.17		146,414.00		
CSD Fee Based	Staffing	Salaries	Overtime	10.58	202.87	3,053.52	800.00	411.21		400.00		
		Salaries Total		47,784.30	56,086.71	79,650.92	166,214.00	33,883.38	0.00	146,814.00	0.00	0.00
CSD Fee Based	Staffing	Employee Benefits	Training/Wellness	20,343.47	22,094.16	3,729.99		0.00				
CSD Fee Based	Staffing	Employee Benefits	Health Ins.		7,783.69	12,743.04	0.00	0.00				
CSD Fee Based	Staffing	Employee Benefits	Uniforms	94.92	859.50	3,033.50	1,200.00	0.00				
CSD Fee Based	Staffing	Employee Benefits	FICA	2,596.81	3,477.38	4,915.76	4,894.00	0.00				
CSD Fee Based	Staffing	Employee Benefits	Medicare	607.33	813.29	1,149.63	1,021.00	0.00				
		Employee Benefits Total		23,642.53	35,028.02	25,571.92	7,115.00	0.00	0.00	0.00	0.00	0.00
	Staffing Total			71,426.83	91,114.73	105,222.84	173,329.00	33,883.38	0.00	146,814.00	0.00	0.00
CSD Fee Based	Programming	Program Expense	Supplies/Materials	641.66	5,638.05	14,072.12	8,000.00	2,891.28	10,000.00	10,000.00		
CSD Fee Based	Programming	Program Expense	Contracted Services		21,053.99	10,000.00	10,000.00	8,160.30	12,000.00	12,000.00		
CSD Fee Based	Programming	Program Expense	Trips		1,190.10	22,199.83	28,500.00	12,678.08	26,000.00	28,000.00		
CSD Fee Based	Programming	Program Expense	Transportation		11,355.99	15,000.00	15,000.00	5,762.27	15,000.00	15,000.00		
		Program Expense Total		641.66	6,828.15	68,681.93	61,500.00	29,491.93	63,000.00	65,000.00	0.00	0.00
	Programming Total			641.66	6,828.15	68,681.93	61,500.00	29,491.93	63,000.00	65,000.00	0.00	0.00
CSD Fee Based Total				72,068.49	97,942.88	173,904.77	234,829.00	63,375.31	63,000.00	211,814.00	0.00	0.00

Last year began to present a budget that reflected a fee-based programming for CSD, this allowed a better understanding of what was being funded by the General Fund (taxpayers). It is commonplace in “Recreation Departments” (similar to Eliot CSD) for programs which a limited number of citizens participate or those which a targeted to various segments of the community (i.e., KidsPlay, AIP, sports, etc.) to pay for the cost of the program they are participating, as opposed to the taxpayer paying for the programs without being interested or sometimes allowed to participate.

You will see throughout the General Fund in most departments the most valued budget item is the employee, with compensation/benefits running at 80% or greater of the total department budget (CSD 84% for non-fee based, not including benefits). Eliot is not exceptional in this regard; most cities and towns experience (and many service businesses) similar percentages. Like it or not it is a “people” business we are in, another reason why HR is critical.

This year we will recommend changing Eliot Community Service Department to Eliot Recreation Department, which is a more common industry terminology for the services they provide. CSD has begun to expand offerings to the mature community (seniors and adults), including activities, trips,

luncheons etc. CSD will continue to coordinate functions and use of recreational properties. CSD will work with the Public Works on preparation and maintenance of properties. The Police Department will continue to take on a greater role of enforcement at the Boat Basin in FY 24.

Sewer Department.

Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved
General	Debt Service	Interest						68,091.00	68,091.00	
General	Debt Service	Loan Servicing Fees						17,233.00	17,233.00	
	Debt Service Total		0.00	0.00	0.00	0.00	0.00	361,885.00	361,885.00	0.00
General	Miscellaneous	Depreciation Expense	0.00	0.00	0.00	95,000.00	0.00	93,200.00	93,200.00	
General	Miscellaneous	Transfer to Other Funds	33,521.18	32,144.36	135,600.00	256,670.00	0.00	125,000.00	125,000.00	
	Construction Projects Total		33,521.18	32,144.36	135,600.00	351,670.00	0.00	218,200.00	218,200.00	0.00
General Total			248,606.36	252,717.04	417,129.37	588,370.00	154,879.15	936,435.00	936,435.00	0.00
Pump St.#1	Utilities	Electricity	1,012.57	234.89	304.48	350.00	190.14	400.00	400.00	
Pump St.#1	Utilities	Water	0.00	0.00	36.65	150.00	36.65	150.00	150.00	
Pump St.#1	Utilities	Propane	0.00	2,375.08					0.00	
	Utilities Total		1,012.57	2,609.97	341.13	500.00	226.79	550.00	550.00	0.00
Pump St.#1	Rep. & Maint.	Equipment	4,948.29	5,657.17	6,520.15	7,000.00	1,256.28	7,500.00	7,500.00	
Pump St.#1	Rep. & Maint.	Building	283.33	0.00		3,000.00		1,000.00	1,000.00	
	Rep. & Maint. Total		5,231.62	5,657.17	6,520.15	10,000.00	1,256.28	8,500.00	8,500.00	0.00
Pump St.#1 Total			6,244.19	8,267.14	6,861.28	10,500.00	1,483.07	9,050.00	9,050.00	0.00
Pump St.#2	Utilities	Electricity	1,407.55	256.42	324.64	350.00	190.14	400.00	400.00	
Pump St.#2	Utilities	Water	36.65			150.00	0.00	150.00	150.00	
	Utilities Total		1,444.20	256.42	324.64	500.00	190.14	550.00	550.00	0.00
Pump St.#2	Rep. & Maint.	Equipment	7,958.66	6,405.08	7,821.42	7,000.00	1,666.38	7,500.00	7,500.00	
Pump St.#2	Rep. & Maint.	Building				3,000.00	0.00	1,000.00	1,000.00	
	Rep. & Maint. Total		7,958.66	6,405.08	7,821.42	10,000.00	1,666.38	8,500.00	8,500.00	0.00
Pump St.#2 Total			9,402.86	6,661.50	8,146.06	10,500.00	1,856.52	9,050.00	9,050.00	0.00
Pump St.#3	Utilities	Electricity	252.54	209.09	135.48	350.00	240.44	400.00	400.00	
Pump St.#3	Utilities	Water				150.00	0.00	150.00	150.00	
	Utilities Total		252.54	209.09	135.48	500.00	240.44	550.00	550.00	0.00
Pump St.#3	Rep. & Maint.	Equipment	8,359.45	7,176.68	12,953.91	7,000.00	1,219.63	8,000.00	8,000.00	
Pump St.#3	Rep. & Maint.	Building				3,000.00	1,087.50	1,000.00	1,000.00	
	Rep. & Maint. Total		8,359.45	7,176.68	12,953.91	10,000.00	2,307.13	9,000.00	9,000.00	0.00
Pump St.#3 Total			8,611.99	7,385.77	13,089.39	10,500.00	2,547.57	9,550.00	9,550.00	0.00
Grand Total			272,865.40	275,031.45	445,226.10	619,870.00	160,766.31	964,085.00	964,085.00	0.00

The Sewer Budget has historically been something maintained internally, and not in a formal sense, unfortunately. It is unclear as to what the Budget Committees role is in regard to this process, as the taxpayers are not “technically” effected by the operational costs as those are funded by ratepayers. It is a problem many cities and towns struggle with “the ratepayers are (almost) always taxpayers, but the taxpayers are often not ratepayers.

The Sewer Budget is being presented and will be on the warrant as required at the behest of the auditors and as a best practice. The SB acts as the de facto Sewer Commission (i.e. sets rates, authorizes agreements, empowers TM to act in “Sewer” matters). It does not affect the taxpayer directly per say, however, any borrowing is on the full faith and credit of the Town of Eliot.

In the remote chance the Sewer Budget cannot meet its borrowing or contractual obligations it may fall on the town to act. I would suggest presently reserves are healthy for the system, and projected rates should be sufficient to cover costs. The chances the taxpayers would be burdened is not on the horizon and through responsible management of the fund any warning signs should give ample opportunity to adjust rates to satisfy all present and future commitments. The Select Board has authorized a rate study to be completed by Tighe and Bond. The study will examine the long term viability of the rates to cover all costs.

There is no General Fund revenue for the budget of the Sewer enterprise in this budget proposal all cost (borrowing, Kittery Sewer, construction etc.) will be paid through rates or in some cases a voter approved TIF. The Select Board is the default ‘Sewer Commission’ (authorizing rates, projects, agreements). If there are any reasonable expenses (legal, labor, contractors, consultants) associated

with the sewer system I am confident the Select Board would act in the best interest of the citizens of Eliot at-large and assign and adjust the rates appropriately.

Public Works.

Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
PUBLIC SAFETY / STREET LIGHTS - L											
Street Light	Contract Svc	Contract Fee	0.00	12,647.01	12,971.54	17,000.00	3,276.87		16,000.00		
	Contract Svc Total		0.00	12,647.01	12,971.54	17,000.00	3,276.87	0.00	16,000.00	0.00	0.0
Street Light Total			0.00	12,647.01	12,971.54	17,000.00	3,276.87	0.00	16,000.00	0.00	0.0
HIGHWAY DEPARTMENT - M											
Highway Dept	Salaries	Regular	127,546.63	130,336.16	149,988.87	104,265.00	52,054.04	164,694.40	168,972.00		
Highway Dept	Salaries	Union	241,647.57	235,926.02	290,927.38	315,501.00	122,786.17	371,196.80	379,350.00		
Highway Dept	Salaries	Overtime	5,772.22	5,010.20	7,604.18	3,000.00	2,165.13	3,150.00	3,150.00		
Highway Dept	Salaries	Summer	11,323.66	11,134.43		21,000.00	5,155.50	21,000.00	14,000.00		
	Salaries Total		386,290.08	382,406.81	448,520.44	443,766.00	182,160.84	560,041.20	565,472.00	0.00	0.0
Highway Dept	Employee Benefits	Training/Wellness	4,155.71	3,742.47	2,206.42	5,000.00	1,127.86	5,000.00	5,000.00		
Highway Dept	Employee Benefits	Mileage	0.00	335.52	380.91	125.00	0.00	300.00	300.00		
Highway Dept	Employee Benefits	Uniforms	10,301.30	8,543.04	10,911.67	12,000.00	5,596.90	15,000.00	15,000.00		
	Employee Benefits Total		14,457.01	12,621.03	13,499.00	17,125.00	6,724.76	20,300.00	20,300.00	0.00	0.0
Highway Dept	Community Relations	Advertising/Public Notices	0.00	85.49	14.00	500.00	0.00	0.00	0.00	0.00	0.0
	Community Relations Total		0.00	85.49	14.00	500.00	0.00	0.00	0.00	0.00	0.0
Highway Dept	Service Fees	Communications	6,294.37	7,348.52	5,948.00	7,300.00	3,223.03	7,300.00	7,300.00		
Highway Dept	Service Fees	Toilets	1,735.00	2,055.00	3,750.00	3,500.00	5,187.49	3,500.00	3,500.00		
Highway Dept	Service Fees	Consulting	1,673.13	0.00			0.00	2,000.00	2,000.00		
	Service Fees Total		9,702.50	9,403.52	9,698.00	10,800.00	8,410.52	12,800.00	12,800.00	0.00	0.0
Highway Dept	Contract Svc	Contract Maintenance	0.00	244.00	2,650.00	20,000.00	10,545.00	20,000.00	14,000.00		
	Contract Svc Total		0.00	244.00	2,650.00	20,000.00	10,545.00	20,000.00	14,000.00	0.00	0.0
Highway Dept	PW Contract	Paving/Crushing			484,451.21	1,224,368.41	322,647.81	1,000,000.00	800,000.00		
Highway Dept	PW Contract	Striping	16,317.33	7,491.78	16,427.36	29,000.00	0.00	29,000.00	24,000.00		
Highway Dept	PW Contract	Tree Clear/Brush Cutting	8,925.00	8,825.00	12,000.00	13,000.00	7,500.00	22,000.00	22,000.00		
Highway Dept	PW Contract	Catch Basin Maint.	3,787.50	0.00	4,648.75	8,500.00	0.00	8,500.00	8,200.00		
	PW Contract Total		29,029.83	16,316.78	517,533.32	1,274,868.41	330,147.81	1,059,500.00	854,200.00	0.00	0.0
Highway Dept	Utilities	Heating	5,922.85	5,417.06	5,122.35	7,000.00	184.86	7,000.00	7,000.00		
Highway Dept	Utilities	Electricity	5,335.11	2,578.60	1,120.75	2,500.00	591.44	2,500.00	2,500.00		
Highway Dept	Utilities	Water	962.59	277.18	508.59	1,300.00	92.30	1,300.00	1,000.00		
	Utilities Total		12,220.55	8,272.84	6,751.69	10,800.00	868.60	10,800.00	10,500.00	0.00	0.0
Highway Dept	Supplies	Fuel	28,436.11	40,673.25	45,658.19	45,000.00	16,048.87	45,000.00	40,000.00		
Highway Dept	Supplies	Gravel Mat. & Cold Patch	15,701.28	15,673.26	5,799.41	26,000.00	813.12	26,000.00	21,000.00		
Highway Dept	Supplies	Drainage & Erosion Stone	21,534.29	36,968.95	3,884.71	33,500.00	2,960.59	33,500.00	33,500.00		
Highway Dept	Supplies	Dept./Office	15,813.93	9,203.79	5,499.37	10,000.00	1,070.04	10,000.00	8,000.00		
Highway Dept	Supplies	Topsoil/Seed/Mulch	8,882.56	3,597.83	362.00	5,000.00	1,155.96	5,000.00	4,000.00		
Highway Dept	Supplies	Guardrail	16,350.00	4,000.00		10,000.00	0.00	10,000.00	4,000.00		
	Supplies Total		106,718.17	110,117.08	61,203.68	129,500.00	22,048.58	129,500.00	110,500.00	0.00	0.0
Highway Dept	Rep. & Maint	Equipment	32,062.43	31,036.15	17,877.17	46,000.00	11,777.64	46,000.00	37,000.00		
Highway Dept	Rep. & Maint	Vehicle	117,983.70	72,454.03	65,561.28	115,500.00	18,904.23	115,500.00	105,500.00		
Highway Dept	Rep. & Maint	Building	10,177.86	5,515.76	7,285.52	8,200.00	1,311.28	8,200.00	8,200.00		
Highway Dept	Rep. & Maint	Signs	6,789.67	5,436.48	6,162.25	6,800.00	2,394.49	6,800.00	7,000.00		
Highway Dept	Rep. & Maint	Grounds	5,774.85	8,968.99	6,357.82	7,100.00	441.47	7,100.00	6,500.00		
	Rep. & Maint Total		172,788.51	123,411.41	103,244.04	183,600.00	34,829.11	183,600.00	164,200.00	0.00	0.0
Highway Dept Total			731,206.65	662,878.96	1,163,114.17	2,090,959.41	595,735.22	1,996,541.20	1,751,972.00	0.00	0.0
PUBLIC WORKS / SNOW & WINTER - P											
Snow & Wint	Salaries	Regular	9,899.34	9,280.04	37,466.00	4,000.00	0.00	4,000.00	4,000.00		
Snow & Wint	Salaries	Overtime	22,522.12	31,549.17	31,696.07	50,000.00	0.00	50,250.00	50,250.00		
	Salaries Total		32,421.46	40,829.21	69,162.07	54,000.00	0.00	54,250.00	54,250.00	0.00	0.0
Snow & Wint	Supplies	Fuel	0.00	0.00		8,000.00	0.00	8,000.00	13,000.00		
Snow & Wint	Supplies	Sand & Salt	111,166.21	173,597.89	165,356.34	151,500.00	29,796.57	151,500.00	145,000.00		
	Supplies Total		111,166.21	173,597.89	165,356.34	159,500.00	29,796.57	159,500.00	158,000.00	0.00	0.0
Snow & Wint	Repair & Maint.	Equipment	8,212.48	0.00		8,500.00	1,794.18	8,500.00	5,000.00		
Snow & Wint	Repair & Maint.	Storm Damage	0.00	0.00		0.00	0.00	0.00	0.00		
	Repair & Maint. Total		8,212.48	0.00	0.00	8,500.00	1,794.18	8,500.00	5,000.00	0.00	0.0
Snow & Wint Total			151,800.15	214,427.10	234,518.41	222,000.00	31,590.75	222,250.00	217,250.00	0.00	0.0
PUBLIC WORKS / ROADS & BRIDGES - O											
Roads&Bridg	Contract Svc	Equip Lease	5,876.67	1,245.00	0.00	0.00	0.00				
	Contract Svc Total		5,876.67	1,245.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Roads&Bridg	PW Contract	Sweeping	0.00	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00		
	PW Contract Total		0.00	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00	0.0
Roads&Bridg Total			5,876.67	1,245.00	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00	0.0
TRANSFER STATION - Q											
T-Station	Salaries	Regular	26,378.31	25,236.86	42,430.92	0.00					
T-Station	Salaries	Union	101,073.62	81,655.77	106,196.16	138,512.00	57,787.94	135,320.13	155,212.00		

(incomplete depiction of Public Works budget, see appendices)

The Public Works budget does have somewhat of a “roller coaster” profile this year. In attempting to balance the impact of the FY 25 budget in terms of my recommendation to increase compensation, I have made cuts to contract services.

In reviewing these cuts with the Public Works Manager and the PW Administrative Assistant our consensus is the budget will suffice for FY 2025. While it will not be as aggressive in addressing the back log of road paving. With the \$800K requested and a small amount (\$100K or less) left after the spring paving schedule of a dozen public streets there will be an impressive number of public streets contracted in FY 25 (about 18 to 25) to be rebuilt.

The Public Works and I believe the residents of Eliot are pleased with the number of streets being addressed and the manner they are being repaired. We have had some hydrology issues in some areas (Wood, Leach, Bolt Hill) as the new pavement is much less permeable, contours are adjusted when crowns are returned and berms adjustments force flows in some unexpected ways. Of course, the volume of some of the runoff this past July and August added to the challenges.

While some of the issues on private land have existed for generations, we are working on some solutions which does not add to the private property issues and is comprehensive in planning for resilience from these larger rain events in the future. It does not allow or seek to allow the municipality to do work on private property or accept responsibility for increased flow on private parcels. Cost associated with those improvements will be considered from existing reserves, the GF budget, or other available sources, before any consideration is made to ask for the funds to be raised and appropriated by taxation.

Transfer Station cost is up due primarily to labor and tipping fees for solid waste. We are confident, although we expect there will be some “getting use to” proposed changes in operations in the Spring of 2024 there will be some modest increase in revenues from the Transfer Station to offset a modest portion of those budget increases.

We also had a review of the operation with help from Eco Maine and there were some suggestions as to staffing which may produce some minor savings. We also will continue discussions to see if we can craft the right model to serve the needs of Eliot residents through a regional or a contractual relationship to control costs, manage receipts and improve service to the public.

The Public Works Department will continue to provide property maintenance from scheduled mowing, shoveling, minor building maintenance and other services within their capabilities. I am working towards having a Facility Management function added to the responsibilities of the PW.

This area of oversight is becoming more critical for towns as building safety and maintenance responsibilities continue to expand. Scheduling fire safety device annual inspections, coordinating alarm maintenance and updates, ensuring any required training happen on time, work with our P&C provider, OSHA, MEDOL and employees to ensure we are creating the safest workplace possible and scheduling and coordinating repairs when necessary. Workplace injuries are expensive!

The Facilities Management will be folded to the greatest extent into the duties and responsibilities of the Public Works Administrative Assistant as we progress, it comes at a particularly opportune time as we are drawing closer to renovations at the PD and the Town Hall rebuild. I have found from experience having a facilities person learning about the properties as they get built is invaluable. There is no contemplated additional compensation at this time, it will require some rearrangement of responsibilities, all of which I expect to be within budget as proposed.

There are sufficient funds for “salt and sand” within the budget (\$145K) and enough in the Public Works reserve in case of an extraordinary or unexpected need for road treatment products. The strategy would be to replace those funds if need to the reserves in the future.

Fired Department.

Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
FIRE DEPARTMENT - C											
Fire	Salaries	Regular	112,588.49	135,105.93	133,679.28	209,279.00	112,847.45	220,925.00	220,925.00		
Fire	Salaries	EMA	0.00	0.00		12,000.00	1,235.50	12,000.00	12,000.00		
	Salaries Total		112,588.49	135,105.93	133,679.28	221,279.00	114,082.95	232,925.00	232,925.00	0.00	0.00
Fire	Employee Benefits	Training/Wellness	3,594.41	6,862.76	6,573.66	7,000.00	349.41	8,000.00	8,000.00		
Fire	Employee Benefits	Mileage	0.00	0.00	0.00	250.00	0.00	250.00	250.00		
Fire	Employee Benefits	Uniforms	199.25	0.00	58.25	1,000.00	0.00	1,000.00	1,000.00		
	Employee Benefits Total		3,793.66	6,862.76	6,631.91	8,250.00	349.41	9,250.00	9,250.00	0.00	0.00
Fire	Service Fees	Communications	9,592.81	9,364.53	9,092.61	10,600.00	4,033.54	11,500.00	11,500.00		
	Service Fees Total		9,592.81	9,364.53	9,092.61	10,600.00	4,033.54	11,500.00	11,500.00	0.00	0.00
Fire	Emer. Mngmnt	EMA Supplies	0.00	189.77	282.42	1,000.00	0.00	1,000.00	1,000.00		
	Emer. Mngmnt Total		0.00	189.77	282.42	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
Fire	Contract Svc	SCBA Maint	3,558.08	424.62	1,857.00	4,000.00	0.00	4,300.00	4,300.00		
Fire	Contract Svc	FD Equip. Testing	4,000.95	3,991.35	5,499.80	5,900.00	1,450.00	6,350.00	6,350.00		
	Contract Svc Total		7,559.03	4,415.97	7,356.80	9,900.00	1,450.00	10,650.00	10,650.00	0.00	0.00
Fire	Utilities	Heating	5,263.28	9,728.81	9,505.10	10,500.00	0.00	11,000.00	11,000.00		
Fire	Utilities	Electricity	3,487.50	1,819.56	2,891.01	4,700.00	1,659.79	4,700.00	4,700.00		
Fire	Utilities	Water	109.95	149.08	146.60	200.00	36.65	225.00	225.00		
	Utilities Total		8,860.73	11,697.45	12,542.71	15,400.00	1,696.44	15,925.00	15,925.00	0.00	0.00
Fire	Supplies	Postage	0.00	0.00	0.00	50.00	0.00	50.00	50.00		
Fire	Supplies	Fuel	3,851.79	5,761.42	9,696.24	9,000.00	2,488.82	10,000.00	10,000.00		
Fire	Supplies	Dept./Office	732.24	902.29	532.06	900.00	581.81	1,000.00	1,000.00		
Fire	Supplies	Fire Dept.	7,626.71	13,579.19	11,590.44	14,500.00	2,511.63	15,000.00	15,000.00		
	Supplies Total		12,210.74	20,242.90	21,818.74	24,450.00	5,582.26	26,050.00	26,050.00	0.00	0.00
Fire	Rep. & Maint	Equipment	1,321.97	1,138.39	1,978.77	2,800.00	444.32	3,000.00	3,000.00		
Fire	Rep. & Maint	Vehicle	9,850.48	4,069.01	16,354.26	12,500.00	7,947.79	13,500.00	13,500.00		
Fire	Rep. & Maint	Building	4,763.07	4,972.44	3,286.42	7,500.00	936.07	9,000.00	9,000.00		
	Rep. & Maint Total		15,935.52	10,179.84	21,619.45	22,800.00	9,328.18	25,500.00	25,500.00	0.00	0.00
Fire	Insurance	Fire Fighter	0.00	0.00		1,400.00	0.00	1,400.00	0.00		
	Insurance Total		0.00	0.00	0.00	1,400.00	0.00	1,400.00	0.00	0.00	0.00
Fire Total			170,540.98	198,059.15	213,023.92	315,079.00	136,522.78	334,200.00	332,800.00	0.00	0.00
FIRE HYDRANT - G											
Fire Hydrant	Contract Svc	Fire Hydrant	81,492.60	81,492.60	87,252.57	94,000.00	89,451.00	94,000.00	94,000.00		
	Contract Svc Total		81,492.60	81,492.60	87,252.57	94,000.00	89,451.00	94,000.00	94,000.00	0.00	0.00
Fire Hydrant Total			81,492.60	81,492.60	87,252.57	94,000.00	89,451.00	94,000.00	94,000.00	0.00	0.00

As I have stated before the Eliot Fire Department provides incredible service to the community for an exceptional value. It is becoming clearer due to the volume of calls an all-volunteer Fire Service will become more difficult to maintain going forward.

The amount of training for Eliot FD, both required and sought, is impressive. It is not exceptional to hear five or more calls for service for me in TH or to witness evening or Saturday training sessions. The calls vary from structure fires to car accidents to brush fires to water rescues to assisting residents who have fallen to just about any other difficult situation you can imagine.

A total FY 2025 budget (\$332K) most of the increase for FY25 stems from modest 5% increases which will bring the hourly rate slightly over \$20 and hour. Preparing for a full-time department over the next decade is essential.

Debt Service

Department	Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
DEBT SERVICE - W												
Debt Service	Short Term Debt	Debt Service	Prinpa	0.00	0.00	0.00			0.00	0.00	0.00	0.00
Debt Service	Short Term Debt	Debt Service	Interest	0.00	0.00	0.00			0.00	0.00	0.00	0.00
Debt Service	Short Term Debt	Debt Service	User Servicing Fees	0.00	0.00	0.00			0.00	0.00	0.00	0.00
	Short Term Debt Total			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	Long Term Debt	Debt Service	Prinpa	55,513.90	55,553.12	54,673.85	55,911.00	55,754.78	54,025.00	54,025.00		
Debt Service	Long Term Debt	Debt Service	Interest	18,380.38	17,692.37	13,398.50	89,854.40	7,592.92	1,901.00	1,901.00		
Debt Service	Long Term Debt	Debt Service	User Servicing Fees	6,863.61	6,896.40	4,992.24	17,721.00	4,888.80	3.00	6.00		
Debt Service	Long Term Debt	Debt Service	Reserve	15,554.86	14,657.75	14,389.41	121,721.00	21,287.20	145,248.00	145,248.00		
	Long Term Debt Total			100,812.57	109,899.64	93,254.00	265,207.40	109,324.70	162,983.00	162,983.00	0.00	0.00
Debt Service Total				100,812.57	109,899.64	93,254.00	265,207.40	109,324.70	162,983.00	162,983.00	0.00	0.00

I have snuck this one in out of order, sorry. The most significant increase was the Engine 3 lease for “Debt Service”. Town Hall debt will not hit the GF in FY 26.

Police Department.

Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
POLICE DEPARTMENT - D											
Police	Salaries	Regular	138,340.20	146,143.86	163,548.86	170,416.00	69,150.41	169,720.00	169,720.00		
Police	Salaries	Union	417,944.73	465,484.02	462,387.69	601,866.00	207,473.88	691,392.00	691,392.00		
Police	Salaries	Reserve	4,224.23	6,326.58	455.62	4,000.00	0.00	4,000.00	4,000.00		
Police	Salaries	Outside Act	6,467.50	22,880.00	39,733.75	32,000.00	16,050.00	32,000.00	32,000.00		
Police	Salaries	Overtime	58,255.83	70,591.52	105,286.39	72,600.00	26,365.56	81,340.00	81,340.00		
Police	Salaries	Grant Enforc	14,515.28	6,821.36	95.70	9,000.00	0.00	6,000.00	6,000.00		
Police	Salaries	Harbormaster	7,244.16	7,902.72	7,902.72	4,500.00	0.00	4,500.00	4,500.00		
Police	Salaries	Boat Basin Seasonal Staff				78,000.00	5,186.51	21,000.00	21,000.00		
Salaries Total			646,991.93	726,150.06	779,410.73	972,382.00	324,226.36	1,009,952.00	1,009,952.00		0.00
Police	Employee Benefits	Training/Wellness	18,678.22	14,337.52	10,278.77	16,500.00	13,422.80	18,000.00	18,000.00		
Police	Employee Benefits	Uniforms	26,310.92	4,965.51	8,483.46	6,000.00	1,184.02	19,000.00	19,000.00		
Employee Benefits Total			44,989.14	19,303.03	18,762.23	22,500.00	14,606.82	37,000.00	37,000.00		0.00
Police	Community Relations	Advertising/Public Notices	0.00	0.00	0.00	200.00	1,428.00	200.00	200.00		
Police	Community Relations	Services/Outreach	0.00	0.00	0.00	600.00	0.00	600.00	600.00		
Community Relations Total			0.00	0.00	0.00	800.00	1,428.00	800.00	800.00		0.00
Police	Service Fees	Communications	17,742.90	18,429.10	9,777.24	9,750.00	5,457.53	14,150.00	14,150.00		
Service Fees Total			17,742.90	18,429.10	9,777.24	9,750.00	5,457.53	14,150.00	14,150.00		0.00
Police	Contract Svc	Specialized Software	17,022.50	4,636.13	21,698.09	17,710.00	0.00	17,700.00	17,700.00		
Police	Contract Svc	Contra Maint	512.69	2,443.30	2,689.52	8,125.00	512.67	8,500.00	8,500.00		
Police	Contract Svc	Animal Cont.	10,693.13	10,353.00	1,784.48	15,000.00	0.00	15,000.00	15,000.00		
Police	Contract Svc	Regional Social Services				54,000.00	13,750.00	54,000.00	54,000.00		
Contract Svc Total			28,228.32	17,432.43	26,172.09	94,835.00	14,262.67	95,200.00	95,200.00		0.00
Police	Utilities	Heating	2,843.45	4,665.73	5,114.34	8,460.00	1,261.91	8,250.00	8,250.00		
Police	Utilities	Electricity	5,318.90	2,344.77	4,242.87	3,000.00	2,468.23	3,000.00	3,000.00		
Police	Utilities	Water	163.96	146.60	109.95	200.00	36.65	200.00	200.00		
Utilities Total			8,326.31	7,157.10	9,467.16	11,660.00	3,766.79	11,450.00	11,450.00		0.00
Police	Supplies	Postage	76.31	83.91	0.00	250.00	171.17	250.00	250.00		
Police	Supplies	Fuel	11,036.21	12,579.84	20,347.77	22,000.00	6,170.79	22,000.00	22,000.00		
Police	Supplies	Dept./Office	7,895.93	7,401.70	6,093.09	8,500.00	2,803.37	8,500.00	8,500.00		
Police	Supplies	Ammunition	2,237.44	3,408.96	3,815.76	3,600.00	0.00	3,800.00	3,800.00		
Supplies Total			21,245.89	23,474.41	30,256.62	34,350.00	9,145.33	34,550.00	34,550.00		0.00
Police	Rep. & Maint	Vehicle	20,166.73	18,716.55	13,021.17	20,000.00	5,732.76	20,000.00	17,000.00		
Police	Rep. & Maint	Building	12,038.33	11,500.75	20,888.28	10,000.00	3,886.42	10,000.00	10,000.00		
Rep. & Maint Total			32,205.06	30,217.30	33,909.45	30,000.00	9,619.18	30,000.00	27,000.00		0.00
Police Total			799,729.55	842,163.43	907,755.52	1,176,277.00	382,512.68	1,233,102.00	1,230,102.00		0.00
24 HOUR ANSWERING SERVICE - I											
24 Hr. Answ	Contract Svc	24 Hr. Answ	123,360.00	138,360.00	192,650.00	200,171.00	100,085.50	207,994.00	207,994.00		
24 Hr. Answ	Contract Svc	PSAP	20,735.00	22,330.00	23,925.00	29,576.00	29,575.75	31,315.50	31,315.50		
Contract Svc Total			144,095.00	160,690.00	216,575.00	229,747.00	129,661.25	239,309.50	239,309.50		0.00
24 Hr. Answ	Utilities	Communicat.	7,672.43	11,600.31	332.51	6,400.00	620.85	2,000.00	2,000.00		
Utilities Total			7,672.43	11,600.31	332.51	6,400.00	620.85	2,000.00	2,000.00		0.00
24 Hr. Answ Total			151,767.43	172,290.31	216,907.51	236,147.00	130,282.10	241,309.50	241,309.50		0.00

The Eliot Police Department increased most significantly due to my recommendation to increase sworn officer positions from six to eight. This will allow some needed re-organizing to meet shift demands, training requirements/needs, regional participation, and a commitment to keep officers and the public safe.

Presently we have one open position which we have struggled, as most departments have to fill. Recently (November) we had two new officers return from the mandatory full time police academy. It was over a year for both from hire to being a fully sworn officers available the Eliot PD for shift assignment. It has been evident by every city and town's struggle to get qualified candidates into their department, as fewer people are seeking this field as a career.

While the Eliot Police Department, including Chief Moya should be immensely proud of their work, they also, as am I acutely aware, of the growing number of dangerous incidents they face every day. I suspect there are few outside of the victims, the perpetrators, Eliot Police and Kittery Police (who are called as back up and have limitations as well) are intimately familiar at the rise in calls for this town.

The blotter tells the story of more domestic violence calls, more property damage calls, vehicular accidents and more intervention requests. The need for appropriate back-up and hierarchical review of incidents, added to training needs are all integral to a well performing PD. While this department

has done a great deal with limited resources, adding to the department, and adjusting the organization model to the present-day realities is vital to public safety in Eliot.

The PD took over some of the Boat Basin responsibilities from CSD in July. It seemed logical that they are better suited to enforce parking, safety, and other activities. The PD viewed the new assignment proudly and were directly responsible for increased revenues. July and August revenues were up, over the previous year. It is hard to make a comparison as there are certainly other factors at work i.e., COVID social recovery, cost factors for boating, and other components which may have caused an increase in collections but suffice to say we were happy with the progress for year one of the experiment.

There was an adjustment made for the Boat Basin seasonal staff which lowered that line item significantly. We will continue to monitor it for FY 25 to see if it is sufficient. There are requests for equipment (kiosk, security camera system) for FY 25 and 26 as capital to assist in making collection of fees more efficient and making the Boat Basin safer for all.

The Town of Eliot, after a long pursuit of a regional solution for the Animal Control Officer position was unsuccessful, advertised and found a good candidate for the ACO position. Eliot resident Paul Shield accepted the offer and is presently going through the certification process through the State of Maine. It goes without saying we hope this works out for all, as it was a struggle to replace the previous ACO.

We are also seeing and/or expecting modest increases in regional services we contract for such as PSAP and dispatch.

Committees and Outside Agencies

Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
COMMITTEES - X											
Committees	Town Comm.	Aging	3,019.32	410.77	1,593.61	2,000.00	425.25	2,000.00	2,000.00		
Committees	Town Comm.	Agriculture & Food Security				1,000.00	34.95	1,000.00	1,000.00		
Committees	Town Comm.	Budget Comm	1,200.00	2,753.69	3,662.30	3,780.00	834.71	3,780.00	3,780.00		
Committees	Town Comm.	Conservation	780.60	567.89	1,099.44	1,520.00	150.00	1,520.00	1,520.00		
Committees	Town Comm.	Plan. Bd.	16,424.61	19,913.32	12,009.48	25,000.00	3,020.67	25,000.00	25,000.00		
Committees	Town Comm.	Bd. Appeal	2,689.09	2,373.17	4,528.83	5,000.00	182.00	5,000.00	5,000.00		
	Town Comm. Total		24,113.62	26,018.84	22,893.66	38,300.00	4,647.58	38,300.00	38,300.00	0.00	0.00
Committees Total			24,113.62	26,018.84	22,893.66	38,300.00	4,647.58	38,300.00	38,300.00	0.00	0.00
OUTSIDE AGENCIES - Y											
O/S Agencies	Town Comm.	Festival Day	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00		
O/S Agencies	Town Comm.	Memorial Day									
O/S Agencies	Town Comm.	Historical S	2,500.00	2,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00		
	Town Comm. Total		4,000.00	4,000.00	5,000.00	7,000.00	5,800.00	5,000.00	5,000.00	0.00	0.00
O/S Agencies	Soc. Service Contributions	Eastern Trail Mngmnt Dist.	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00		
O/S Agencies	Soc. Service Contributions	Cornerstone VNA						5,374.00	5,374.00		
O/S Agencies	Soc. Service Contributions	Footprints	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00	12,000.00		
O/S Agencies	Soc. Service Contributions	Caring Unlimited	0.00	0.00	0.00	2,015.00	2,015.00	2,015.00	2,015.00		
O/S Agencies	Soc. Service Contributions	Mainspring	0.00	0.00	0.00	50,000.00	50,000.00	50,000.00	50,000.00		
O/S Agencies	Soc. Service Contributions	Day One Youth Substance						1,000.00	0.00		
O/S Agencies	Soc. Service Contributions	MHC@Home	0.00	0.00	0.00	500.00	0.00	900.00	900.00		
O/S Agencies	Soc. Service Contributions	Life Flight	0.00	0.00	0.00	0.00	0.00	1,679.25	0.00		
O/S Agencies	Soc. Service Contributions	Southern ME Agency on Aging	1,000.00	239.12	0.00	1,500.00	0.00	2,000.00	2,000.00		
O/S Agencies	Soc. Service Contributions	Seacoast Shipyard Assoc.						500.00	500.00		
O/S Agencies	Soc. Service Contributions	MPR	0.00	0.00	0.00	0.00	0.00	100.00	0.00		
O/S Agencies	Soc. Service Contributions	York County Comm. Action	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00		
O/S Agencies	Soc. Service Contributions	York County Shelter	0.00	0.00	0.00	750.00	0.00	1,500.00	0.00		
	Soc. Service Total		3,100.00	2,839.12	4,100.00	68,615.00	65,615.00	82,168.25	77,889.00	0.00	0.00
O/S Agencies Total			7,100.00	6,839.12	9,100.00	75,615.00	76,415.00	87,168.25	82,889.00	0.00	0.00

None of the Town Boards and Committees budgets have increased from last year. Each has treated their budgets responsibly and I have recommended the amounts requested. I believe two items are noteworthy, first the ECC has requested that the annual contribution to the Land Trust go from

\$5,000 in FY 24 to \$19,000 in FY25. I believe the reasoning to be sound, as costs for properties, the costs related to maintaining parcels and the value inherent to land preservation have increased.

The second noteworthy change is the Planning Board will now receive a modest stipend for their hard work. It had been budgeted in the FY 24 budget and their request has been authorized by the Select Board which by charter has the power to set compensation for appointed boards and commission members.

As previously mentioned, I am withholding a complete “Reserve Fund” recommendation until the completion of the FY 23 audit which will include reserve balances. If those balances come in as I suspect my recommendation will likely be to have a separate article for Reserves, either in June or perhaps in November. The strategy would be if there are appropriate reserves to fund those recommendations from unassigned funds. The audit is overdue but much nearer to completion than in previous years and should be completed in late January or early February.

Land Use Department.

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
LAND USE OFFICE - A										
Salaries	Regular	245,075.29	262,852.58	269,404.12	293,291.00	123,383.68	332,851.00	332,851.00		
Salaries	Overtime	1,205.38	5,254.87	2,347.12	2,000.00	371.25	1,000.00	1,000.00		
Salaries Total		246,280.67	268,107.45	271,751.24	295,291.00	123,754.93	333,851.00	333,851.00	0.00	0.00
Employee Benefits	Training/Wellness	295.00	1,460.61	1,095.00	2,000.00	1,227.11	3,000.00	3,000.00		
Employee Benefits	Mileage	237.35	1,782.66	1,290.46	3,000.00	196.50	1,400.00	1,400.00		
Employee Benefits Total		532.35	3,243.27	2,385.46	5,000.00	1,423.61	4,400.00	4,400.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	0.00	0.00	5,000.00	543.57	6,000.00	6,000.00		
Community Relations	Land Use Services	0.00	0.00	0.00	500.00	0.00	500.00	500.00		
Community Relations Total		0.00	0.00	0.00	5,500.00	543.57	6,500.00	6,500.00	0.00	0.00
Service Fees	Communications	0.00	0.00	0.00	800.00	0.00	500.00	500.00		
Service Fees	Consulting	262.50	2,315.40	4,486.39	8,000.00	2,128.98	9,000.00	9,000.00		
Service Fees Total		262.50	2,315.40	4,486.39	8,800.00	2,128.98	9,500.00	9,500.00	0.00	0.00
Contract Svc	Mapping	12,686.25	13,317.00	8,542.50	23,900.00	16,268.75	35,000.00	35,000.00		
Contract Svc	Dept. Specific Tech	9,990.00	22,951.00	26,565.25	15,000.00	9,155.00	21,000.00	21,000.00		
Contract Svc	Contract Maint.	0.00	0.00	0.00	2,000.00	0.00	3,000.00	3,000.00		
Contract Svc Total		22,676.25	36,268.00	35,107.75	40,900.00	25,423.75	59,000.00	59,000.00	0.00	0.00
Supplies	Dept./Office	0.00	145.97	0.00	200.00	276.41	200.00	200.00	200.00	200.00
Supplies Total		0.00	145.97	0.00	200.00	276.41	200.00	200.00	200.00	200.00
		269,751.77	310,080.09	313,730.84	355,691.00	153,551.25	413,451.00	413,451.00	200.00	200.00

The increases in the Land Use Department are centered mostly around two areas. The first is compensation for the Planner, Assessor, Code Enforcement Officer/Health Agent, and Land Use Assistant. Wage increases for these four exceptional employees totaled just under \$40K, this will include PBE (if achieved), COLA and necessary adjustments, usually related to taking on new tasks, projects or significant inconsistencies in salary compared to similar internal or external opportunities/positions.

The second area of increase of just under \$20K is related to increases and upgrades mapping and GIS tools, as well as some department specific technology (Assessing, Iworqs and other software). The mapping serves several departments and the public.

The Land Use group comes under the Town Manager in the present organizational model. It is made up of some very dedicated employees with very difficult responsibilities. They are the people who keep the guardrails on and often have to give people very unsettling news. When your property assessment is not what you thought, or your permit has been denied, or your development is not within a land use ordinance parameter, or there has been a complaint lodge about something

regarding your property, most individuals are not inclined to be thrilled with the bearer of bad tidings. This group in my opinion is brilliant at being professional and accommodating but ridged to the rule of ordinance or code when appropriate.

This group also generates revenue which offset a portion of their costs. Fees are reviewed occasionally to ensure we are competitive and cost effective within the different disciplines.

Town Clerk's Office

Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
CLERK'S OFFICE - A											
Clerks' Office	Salaries	Regular	212,479.44	203,162.20	232,958.38	259,130.00	105,814.84	282,086.00	282,086.00		
Clerks' Office	Salaries	Overtime	340.30	3,463.42	6,406.24	2,200.00	4,469.56	8,000.00	8,000.00		
	Salaries Total		212,819.74	206,625.62	239,364.62	261,330.00	110,284.40	290,086.00	290,086.00	0.00	0.00
Clerks' Office	Employee Benefits	Training/Wellness	110.00	622.44	1,524.00	9,000.00	1,226.05	7,000.00	7,000.00		
Clerks' Office	Employee Benefits	Mileage	0.00	79.52	79.91	400.00	0.00	300.00	300.00		
	Employee Benefits Total		110.00	701.96	1,603.91	9,400.00	1,226.05	7,300.00	7,300.00	0.00	0.00
Clerks' Office	Community Relations	Advertising/Public Notices	0.00	151.98	0.00	800.00	0.00	800.00	800.00		
Clerks' Office	Community Relations	Services/Outreach	0.00	0.00	0.00	800.00	0.00	400.00	400.00		
	Community Relations Total		0.00	151.98	0.00	1,600.00	0.00	1,200.00	1,200.00	0.00	0.00
Clerks' Office	Service Fees	Record Pres. & Codification	0.00	0.00	0.00	12,000.00	0.00	12,000.00	12,000.00		
Clerks' Office	Service Fees	Tran Liens	3,876.00	3,376.00	3,537.80	6,000.00	2,356.00	6,000.00	6,000.00		
	Service Fees Total		3,876.00	3,376.00	3,537.80	18,000.00	2,356.00	18,000.00	18,000.00	0.00	0.00
Clerks' Office	Supplies	Dept./Office	0.00	89.60	0.00	100.00	327.49	100.00	100.00		
	Supplies Total		0.00	89.60	0.00	100.00	327.49	100.00	100.00	0.00	0.00
Clerks' Office Total			216,805.74	210,945.16	244,506.33	290,430.00	114,193.94	316,686.00	316,686.00	0.00	0.00
ELECTIONS - B											
Elections	Salaries	Regular	11,999.72	3,945.79	4,258.28	8,500.00	1,476.60	12,000.00	12,000.00		
Elections	Salaries	Overtime		3,858.84	5,262.58	300.00	606.21	1,000.00	1,000.00		
	Salaries Total		11,999.72	7,804.63	9,520.86	8,800.00	2,082.81	13,000.00	13,000.00	0.00	0.00
Elections	Community Relations	Advertising/Public Notices	0.00	0.00	0.00	1,600.00	0.00	1,000.00	1,000.00		
	Community Relations Total		0.00	0.00	0.00	1,600.00	0.00	1,000.00	1,000.00	0.00	0.00
Elections	Service Fees	Ballots	4,598.46	3,602.54	4,301.00	4,000.00	657.77	6,000.00	6,000.00		
Elections	Service Fees	Tabulation	2,917.88	2,654.20	2,515.35	4,000.00	1,317.81	3,000.00	3,000.00		
	Service Fees Total		7,516.34	6,256.74	6,816.35	8,000.00	1,975.58	9,000.00	9,000.00	0.00	0.00
Elections	Contract Svc	Equip Lease	1,817.00	2,000.00	2,000.00	3,200.00	0.00	3,200.00	3,200.00		
	Contract Svc Total		1,817.00	2,000.00	2,000.00	3,200.00	0.00	3,200.00	3,200.00	0.00	0.00
Elections	Supplies	Election Supplies	10,117.19	438.49	1,107.09	2,000.00	0.00	2,000.00	2,000.00		
	Supplies Total		10,117.19	438.49	1,107.09	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
Elections Total			31,450.25	16,499.86	19,444.30	23,600.00	4,058.39	28,200.00	28,200.00	0.00	0.00

This department is (as of this writing) finally at full staffing. It has allowed the Town Clerk to take some well-deserved time off this holiday season. She will be back for what will prove to be an interesting year. With two elections to go in FY24 and two more in FY 25, including a Presidential election it will be a challenge.

There has been a tremendous amount of training and certifications for this department. In my two years in Eliot, I believe this department has been fully staffed for less than thirty days total in my tenure. Even with being fully staff, whether vacation, illness or attending required training in Augusta. The citizen volume in this department has no rival in the town operation.

Again, the bulk of the increase in this budget is compensation. These increases are necessary as we work to retain our staff. Compensation along with a safe and positive work environment will stop the poaching and actually turn the tables on other communities. We all should not be insulated from criticism, but exposing public employees to positive reinforcement should not be a foreign idea.

As we look at construction at Town Hall this department will be by far the most disrupted. This adds a level of difficulty to the budget which will not likely be discovered until we are in construction. There may be a need to address those costs either through the project or through contingency expenditure.

The Town Clerk has done well beyond expectation this past year as 100% of her staff changed in a eleven month period (2 retirements, 1 transfer). Clerk Rawski has not only attracted quality staff she has been able to train them to an impressive level of competence in a short period of time. Her effort is recognized and appreciated.

Administration.

Department	Division	Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
ADMINISTRATION - A												
Gen Gov't	Admin	Salaries	Regular	246,340.03	282,518.42	284,548.02	326,439.00	127,644.93	367,345.00	367,345.00		
Gen Gov't	Admin	Salaries	Select Board Stipend	5,962.40	5,962.40	5,705.40	5,963.00	1,490.60	5,967.00	5,967.00		
Gen Gov't	Admin	Salaries	Overtime	8,569.62	2,934.33	2,011.76	4,800.00	780.61	200.00	200.00		
		Salaries Total		260,872.05	291,415.15	292,265.18	337,202.00	129,916.14	373,512.00	373,512.00	0.00	0.00
Gen Gov't	Admin	Employee Benefits	Human Resources	0.00	454.96		2,000.00	310.64	2,000.00	2,000.00		
Gen Gov't	Admin	Employee Benefits	Training/Wellness	2,335.98	2,257.26	18,479.67	25,000.00	1,066.76	23,000.00	23,000.00		
Gen Gov't	Admin	Employee Benefits	Mileage	358.03	484.59	829.63	1,900.00	109.14	1,200.00	1,200.00		
Gen Gov't	Admin	Employee Benefits	Unemployment Insurance	0.00	1,523.63		3,500.00	0.00	1,500.00	1,500.00		
Gen Gov't	Admin	Employee Benefits	Worker's Comp. Insurance	69,762.90	61,155.30	66,863.70	79,400.00	17,910.90	79,880.00	79,880.00		
Gen Gov't	Admin	Employee Benefits	Health Insurance	435,806.09	445,389.33	480,507.14	475,234.00	224,906.58	605,982.00	605,982.00		
Gen Gov't	Admin	Employee Benefits	FICA	136,745.39	140,641.19	156,302.36	191,191.00	71,716.98	222,550.00	222,550.00		
Gen Gov't	Admin	Employee Benefits	Medicare	31,980.25	32,892.13	36,554.53	38,695.00	16,705.04	52,025.00	52,025.00		
Gen Gov't	Admin	Employee Benefits	MPERs	223,230.64	205,828.07	214,893.32	199,879.00	104,490.34	314,868.00	314,868.00		
		Employee Benefits Total		900,219.28	890,626.46	974,430.35	1,016,799.00	437,216.38	1,303,005.00	1,303,005.00	0.00	0.00
Gen Gov't	Admin	Community Relations	Advertising/Public Notices	5,024.30	1,597.39	6,048.08	4,900.00	3,069.88	7,100.00	7,100.00		
Gen Gov't	Admin	Community Relations	Services/Outreach	416.87	0.00		200.00	0.00	200.00	200.00		
Gen Gov't	Admin	Community Relations	Awards	520.00	696.96	1,288.00	1,500.00	42.71	1,800.00	1,800.00		
		Community Relations Total		5,961.17	2,294.35	7,336.08	6,600.00	3,112.59	9,100.00	9,100.00	0.00	0.00
Gen Gov't	Admin	Service Fees	Communications	5,678.10	7,472.18	8,011.17	6,100.00	18,335.29	7,125.00	7,125.00		
Gen Gov't	Admin	Service Fees	Prof. Association Memberships	13,954.00	13,974.44	17,773.00	17,500.00	5,326.00	17,800.00	17,800.00		
Gen Gov't	Admin	Service Fees	Sec Alarm	624.00	624.00	756.00	1,000.00	1,403.63	4,000.00	4,000.00		
Gen Gov't	Admin	Service Fees	Video Stream	2,750.00	3,025.00	3,750.00	3,500.00	1,000.00	3,600.00	3,600.00		
Gen Gov't	Admin	Service Fees	Printing/Reproduction/Destruct	4,685.42	4,808.40	3,629.52	7,200.00	1,173.16	5,200.00	5,200.00		
Gen Gov't	Admin	Service Fees	Consulting	0.00	0.00		4,000.00	2,200.00	6,000.00	6,000.00		
Gen Gov't	Admin	Service Fees	Finance	13,464.00	8,480.47	5,946.52	7,000.00	359.60	7,000.00	7,000.00		
		Service Fees Total		41,155.52	38,384.49	39,866.21	46,300.00	29,797.68	50,725.00	50,725.00	0.00	0.00
Gen Gov't	Admin	Contract Svc	Auditor	3,315.00	27,285.00	17,500.00	14,000.00	13,200.00	20,000.00	20,000.00		
Gen Gov't	Admin	Contract Svc	Legal Serv.	81,031.54	58,822.45	30,209.88	60,000.00	8,451.00	55,000.00	55,000.00		
		Contract Svc Total		84,346.54	86,107.45	47,709.88	74,000.00	21,651.00	75,000.00	75,000.00	0.00	0.00
Gen Gov't	Admin	Technology	Hardware Expenses				4,500.00	8,239.78	10,200.00	10,200.00		
Gen Gov't	Admin	Technology	Software Expenses	35,053.82	52,217.70	56,525.26	65,000.00	13,998.65	62,000.00	62,000.00		
Gen Gov't	Admin	Technology	Tech/IT Service Expenses	43,044.60	45,300.89	56,734.65	48,000.00	17,892.04	46,000.00	46,000.00		
		Technology Total		78,098.42	97,518.59	113,260.00	117,500.00	40,130.47	118,200.00	118,200.00	0.00	0.00
Gen Gov't	Admin	Utilities	Electricity	3,882.06	1,226.02	2,262.51	4,000.00	1,329.18	3,800.00	3,800.00		
Gen Gov't	Admin	Utilities	Water	668.24	663.01	738.40	700.00	184.60	750.00	750.00		
		Utilities Total		4,550.30	1,889.03	3,000.91	4,700.00	1,513.78	4,550.00	4,550.00	0.00	0.00
Gen Gov't	Admin	Supplies	Postage	10,157.02	11,591.07	13,655.16	16,500.00	7,759.17	16,700.00	16,700.00		
Gen Gov't	Admin	Supplies	Dept./Office	12,294.49	8,922.33	8,836.63	10,000.00	5,482.84	13,500.00	13,500.00		
		Supplies Total		22,451.51	20,513.40	22,491.79	26,500.00	13,242.01	30,200.00	30,200.00	0.00	0.00
Gen Gov't	Admin	Rep. & Maint	Equipment	0.00	0.00		2,000.00	0.00	2,000.00	2,000.00		
Gen Gov't	Admin	Rep. & Maint	Building	5,600.92	8,928.63	8,780.67	12,000.00	5,573.13	10,000.00	10,000.00		
		Rep. & Maint Total		5,600.92	8,928.63	8,780.67	14,000.00	5,573.13	12,000.00	12,000.00	0.00	0.00
Gen Gov't	Admin	Insurance	Property & Casualty	66,059.00	67,079.00	68,826.00	74,352.00	36,843.00	78,813.00	78,813.00		
		Insurance Total		66,059.00	67,079.00	68,826.00	74,352.00	36,843.00	78,813.00	78,813.00	0.00	0.00
		Admin Total		1,469,314.71	1,504,756.55	1,577,966.98	1,717,953.00	718,996.18	2,055,105.00	2,055,105.00	0.00	0.00
		Grand Total		1,469,314.71	1,504,756.55	1,577,966.98	1,717,953.00	718,996.18	2,055,105.00	2,055,105.00	0.00	0.00

This budget includes a sizable increase to employee health insurance of \$130,748, this includes the 4.7% increase we are aware of for January 1, 2024, and another 6% for anticipated increase for January 1, 2025. We also include funding for the two new positions in the PD and a small cushion in the event other eligible employees come on to the plan.

We continue to look at some options which may lower the cost of health insurance. Presently we are insured by the Maine Municipal Association Health Insurance Trust. There has been progress made and we are in our due diligence phase with a proposed plan to go with another broker. It is critically important we thoroughly vet the options before making a decision which will affect employees and their families.

If it turns out, we can save money, or we have overestimated the residual balance would be returned to the general fund. However, we still have a way to go before a final decision is made, in the interim what is proposed is what health insurance would cost for the employer (Town of Eliot).

The other increase (\$41K) is in the area of compensation, this increase includes the Town Manager, the Assistant Town Manager, the Finance Director, and a new part-time Financial Clerk. The new position "Finance Clerk", is assisting with entering data, coordinating warrant payments, assists departments with cash receipts, reconciling accounts, assisting auditors, and generally speaking helping keep the books in order. As we start to recover from a period of disarray, the Finance Director will be able to allocate more time to financial policy development, investment strategies, training staff and doing more in-depth cost analysis of our service model.

Maine Public Employee Retirement System (MPERS) rates were up significantly as well adding \$114K to employment costs and the overall FY 2025 budget draft recommendation. Property and Casualty insurance premiums are estimated to rise, but have not been set (March, maybe) or have the rebates for compliance have been awarded for FY 2025.

Additional Information.

Thank you again! Please note I have tried to provide a comprehensive narrative for the fiscal issues and demands I see, as Town Manager facing the Town of Eliot for fiscal year 2025 at this time. The "draft" budget as depicted is an earnest attempt to describe what it will cost to continue town services at a high service level.

The "Revenue" and "Capital Annual Projection" draft/estimates, requests from outside agencies, boards and commissions, and material related to the FY 2025 budget process are attached. As stated, several times in this document I am hopeful the Select Board, the Budget Committee and most importantly the voters will support a new strategy to funding capital needs by way of unassigned funds and as outlined. There by not directly impacting annual taxation for FY 25.

Within reason I would respectfully request questions be submitted through the respective chair. This will allow a well-researched thoughtful answer to be placed on the web for all interested parties to review. This is a transparent means to get accurate information to the voters as they make decisions. I fully realize and respect there may be questions which need to clarify in an open session and encourage productive dialogue in regard to that subject matter. I will do my best to be prepared to answer the inquiries or I will research the matter and deliver a detailed reply at a later date.

The web link for the FY 25 budget will be <https://www.eliotmaine.org/town-manager/pages/fy25-town-managers-budget-proposal> for this cycle. Inquiries can be send to msullivan@eliotme.org or feel free to call 207.451.1205, if not available I will get back to the caller as soon as possible.

Respectfully submitted,

Michael J. Sullivan

Michael J. Sullivan

Town of Eliot, Manager

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
ADMINISTRATION - A										
Salaries	Regular	240,377.63	279,512.10	284,548.02	326,439.00	127,644.93	367,345.00	367,345.00	0.00	0.00
Salaries	Select Board Stipend	5,962.40	5,962.40	5,705.40	5,963.00	1,490.60	5,967.00	5,967.00	0.00	0.00
Salaries	Overtime	8,569.62	2,934.33	2,011.76	4,800.00	780.61	200.00	200.00	0.00	0.00
Salaries Total		254,909.65	288,408.83	292,265.18	337,202.00	129,916.14	373,512.00	373,512.00	0.00	0.00
Employee Benefits	Human Resources	0.00	454.96	0.00	2,000.00	310.64	2,000.00	2,000.00	0.00	0.00
Employee Benefits	Training/Wellness	2,335.98	2,257.26	18,479.67	25,000.00	1,066.76	23,000.00	23,000.00	0.00	0.00
Employee Benefits	Mileage	358.03	484.59	829.63	1,900.00	109.14	1,200.00	1,200.00	0.00	0.00
Employee Benefits	Unemployment Insurance	0.00	1,523.63	0.00	3,500.00	0.00	1,500.00	1,500.00	0.00	0.00
Employee Benefits	Worker's Comp. Insurance	69,762.90	61,155.30	66,863.70	79,400.00	17,910.90	79,880.00	79,880.00	0.00	0.00
Employee Benefits	Health Insurance	435,806.09	445,389.33	480,507.14	475,234.00	224,906.58	605,982.00	605,982.00	0.00	0.00
Employee Benefits	FICA	135,752.79	140,157.28	156,302.36	191,191.00	71,716.98	222,550.00	222,550.00	0.00	0.00
Employee Benefits	Medicare	31,748.11	32,778.97	36,554.53	38,695.00	16,705.04	52,025.00	52,025.00	0.00	0.00
Employee Benefits	MPERs	223,230.64	205,828.07	214,893.32	199,879.00	104,490.34	314,868.00	314,868.00	0.00	0.00
Employee Benefits Total		898,994.54	890,029.39	974,430.35	1,016,799.00	437,216.38	1,303,005.00	1,303,005.00	0.00	0.00
Community Relations	Advertising/Public Notices	5,024.30	1,597.39	6,048.08	4,900.00	3,069.88	7,100.00	7,100.00	0.00	0.00
Community Relations	Services/Outreach	416.87	0.00	0.00	200.00	0.00	200.00	200.00	0.00	0.00
Community Relations	Awards	0.00	696.96	1,288.00	1,500.00	42.71	1,800.00	1,800.00	0.00	0.00
Community Relations Total		5,441.17	2,294.35	7,336.08	6,600.00	3,112.59	9,100.00	9,100.00	0.00	0.00
Service Fees	Communications	5,678.10	7,472.18	8,011.17	6,100.00	18,335.29	7,125.00	7,125.00	0.00	0.00
Service Fees	Prof. Association Memberships	13,954.00	13,974.44	17,773.00	17,500.00	5,326.00	17,800.00	17,800.00	0.00	0.00
Service Fees	Sec Alarm	624.00	624.00	756.00	1,000.00	1,403.63	4,000.00	4,000.00	0.00	0.00
Service Fees	Video Stream	2,750.00	3,025.00	3,750.00	3,500.00	1,000.00	3,600.00	3,600.00	0.00	0.00
Service Fees	Printing & Reproduction	4,685.42	4,808.40	3,629.52	7,200.00	1,173.16	5,200.00	5,200.00	0.00	0.00
Service Fees	Consulting	0.00	0.00	0.00	4,000.00	2,200.00	6,000.00	6,000.00	0.00	0.00
Service Fees	Finance	13,464.00	8,480.47	5,946.52	7,000.00	359.60	7,000.00	7,000.00	0.00	0.00
Service Fees Total		41,155.52	38,384.49	39,866.21	46,300.00	29,797.68	50,725.00	50,725.00	0.00	0.00
Contract Svc	Auditor	3,315.00	27,285.00	17,500.00	14,000.00	13,200.00	20,000.00	20,000.00	0.00	0.00
Contract Svc	Legal Serv.	81,031.54	58,822.45	30,209.88	60,000.00	8,451.00	55,000.00	55,000.00	0.00	0.00
Contract Svc Total		84,346.54	86,107.45	47,709.88	74,000.00	21,651.00	75,000.00	75,000.00	0.00	0.00
Technology	Hardware Expenses			0.00	4,500.00	8,239.78	10,200.00	10,200.00	0.00	0.00
Technology	Software Expenses	25,063.82	29,266.70	56,525.26	65,000.00	13,998.65	62,000.00	62,000.00	0.00	0.00
Technology	Tech/IT Service Expenses	43,044.60	45,300.89	56,734.65	48,000.00	17,892.04	46,000.00	46,000.00	0.00	0.00
Technology Total		68,108.42	74,567.59	113,259.91	117,500.00	40,130.47	118,200.00	118,200.00	0.00	0.00
Utilities	Electricity	3,882.06	1,226.02	2,262.51	4,000.00	1,329.18	3,800.00	3,800.00	0.00	0.00
Utilities	Water	668.24	663.01	738.40	700.00	184.60	750.00	750.00	0.00	0.00
Utilities Total		4,550.30	1,889.03	3,000.91	4,700.00	1,513.78	4,550.00	4,550.00	0.00	0.00
Supplies	Postage	10,157.02	11,591.07	13,655.16	16,500.00	7,759.17	16,700.00	16,700.00	0.00	0.00
Supplies	Dept./Office	12,294.49	8,922.33	8,836.63	10,000.00	5,482.84	13,500.00	13,500.00	0.00	0.00
Supplies Total		22,451.51	20,513.40	22,491.79	26,500.00	13,242.01	30,200.00	30,200.00	0.00	0.00
Rep. & Maint	Equipment	0.00	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
Rep. & Maint	Building	5,600.92	8,928.63	8,780.67	12,000.00	5,573.13	10,000.00	10,000.00	0.00	0.00
Rep. & Maint Total		5,600.92	8,928.63	8,780.67	14,000.00	5,573.13	12,000.00	12,000.00	0.00	0.00
Insurance	Property & Casualty	66,059.00	67,079.00	68,826.00	74,352.00	36,843.00	78,813.00	78,813.00	0.00	0.00
Insurance Total		66,059.00	67,079.00	68,826.00	74,352.00	36,843.00	78,813.00	78,813.00	0.00	0.00
		1,451,617.57	1,478,202.16	1,577,966.98	1,717,953.00	718,996.18	2,055,105.00	2,055,105.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
CLERKS OFFICE - A										
Salaries	Regular	212,479.44	203,162.20	232,958.38	259,130.00	105,814.84	282,086.00	282,086.00	0.00	0.00
Salaries	Overtime	340.30	3,463.42	6,406.24	2,200.00	4,469.56	8,000.00	8,000.00	0.00	0.00
Salaries Total		212,819.74	206,625.62	239,364.62	261,330.00	110,284.40	290,086.00	290,086.00	0.00	0.00
Employee Benefits	Training/Wellness	110.00	622.44	1,524.00	9,000.00	1,226.05	7,000.00	7,000.00	0.00	0.00
Employee Benefits	Mileage	0.00	79.52	79.91	400.00	0.00	300.00	300.00	0.00	0.00
Employee Benefits Total		110.00	701.96	1,603.91	9,400.00	1,226.05	7,300.00	7,300.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	151.98	0.00	800.00	0.00	800.00	800.00	0.00	0.00
Community Relations	Services/Outreach	0.00	0.00	0.00	800.00	0.00	400.00	400.00	0.00	0.00
Community Relations Total		0.00	151.98	0.00	1,600.00	0.00	1,200.00	1,200.00	0.00	0.00
Service Fees	Record Pres. & Codification	0.00	0.00	0.00	12,000.00	0.00	12,000.00	12,000.00	0.00	0.00
Service Fees	Tran Liens	3,876.00	3,376.00	3,537.80	6,000.00	2,356.00	6,000.00	6,000.00	0.00	0.00
Service Fees Total		3,876.00	3,376.00	3,537.80	18,000.00	2,356.00	18,000.00	18,000.00	0.00	0.00
Supplies	Dept./Office	0.00	89.60	0.00	100.00	327.49	100.00	100.00	0.00	0.00
Supplies Total		0.00	89.60	0.00	100.00	327.49	100.00	100.00	0.00	0.00
		216,805.74	210,945.16	244,506.33	290,430.00	114,193.94	316,686.00	316,686.00	0.00	0.00
LAND USE OFFICE - A										
Salaries	Regular	245,075.29	262,852.58	269,404.12	293,291.00	123,383.68	332,851.00	332,851.00	0.00	0.00
Salaries	Overtime	1,205.38	5,254.87	2,347.12	2,000.00	371.25	1,000.00	1,000.00	0.00	0.00
Salaries Total		246,280.67	268,107.45	271,751.24	295,291.00	123,754.93	333,851.00	333,851.00	0.00	0.00
Employee Benefits	Training/Wellness	295.00	1,460.61	1,095.00	2,000.00	1,227.11	3,000.00	3,000.00	0.00	0.00
Employee Benefits	Mileage	237.35	1,782.66	1,290.46	3,000.00	196.50	1,400.00	1,400.00	0.00	0.00
Employee Benefits Total		532.35	3,243.27	2,385.46	5,000.00	1,423.61	4,400.00	4,400.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	0.00	0.00	5,000.00	543.57	6,000.00	6,000.00	0.00	0.00
Community Relations	Services/Outreach	0.00	0.00	0.00	500.00	0.00	500.00	500.00	0.00	0.00
Community Relations Total		0.00	0.00	0.00	5,500.00	543.57	6,500.00	6,500.00	0.00	0.00
Service Fees	Communications	0.00	0.00	0.00	800.00	0.00	500.00	500.00	0.00	0.00
Service Fees	Consulting	262.50	2,315.40	4,486.39	8,000.00	2,128.98	9,000.00	9,000.00	0.00	0.00
Service Fees Total		262.50	2,315.40	4,486.39	8,800.00	2,128.98	9,500.00	9,500.00	0.00	0.00
Contract Svc	Mapping	12,686.25	13,317.00	8,542.50	23,900.00	16,268.75	35,000.00	35,000.00	0.00	0.00
Contract Svc	Dept. Specific Tech	9,990.00	22,951.00	26,565.25	15,000.00	9,155.00	21,000.00	21,000.00	0.00	0.00
Contract Svc	Contract Maint.	0.00	0.00	0.00	2,000.00	0.00	3,000.00	3,000.00	0.00	0.00
Contract Svc Total		22,676.25	36,268.00	35,107.75	40,900.00	25,423.75	59,000.00	59,000.00	0.00	0.00
Supplies	Dept./Office	0.00	145.97	0.00	200.00	276.41	200.00	200.00	0.00	0.00
Supplies Total		0.00	145.97	0.00	200.00	276.41	200.00	200.00	0.00	0.00
		269,751.77	310,080.09	313,730.84	355,691.00	153,551.25	413,451.00	413,451.00	0.00	0.00
		1,938,175.08	1,999,227.41	2,136,204.15	2,364,074.00	986,741.37	2,785,242.00	2,785,242.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
ELECTIONS - B										
Salaries	Regular	11,999.72	3,945.79	4,258.28	8,500.00	1,476.60	12,000.00	12,000.00	0.00	0.00
Salaries	Overtime		3,858.84	5,262.58	300.00	606.21	1,000.00	1,000.00	0.00	0.00
Salaries Total		11,999.72	7,804.63	9,520.86	8,800.00	2,082.81	13,000.00	13,000.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	0.00	0.00	1,600.00	0.00	1,000.00	1,000.00	0.00	0.00
Community Relations Total		0.00	0.00	0.00	1,600.00	0.00	1,000.00	1,000.00	0.00	0.00
Service Fees	Ballots	4,598.46	3,602.54	4,301.00	4,000.00	657.77	6,000.00	6,000.00	0.00	0.00
Service Fees	Tabulation	2,917.88	2,654.20	2,515.35	4,000.00	1,317.81	3,000.00	3,000.00	0.00	0.00
Service Fees Total		7,516.34	6,256.74	6,816.35	8,000.00	1,975.58	9,000.00	9,000.00	0.00	0.00
Contract Svc	Equip Lease	1,817.00	2,000.00	2,000.00	3,200.00	0.00	3,200.00	3,200.00	0.00	0.00
Contract Svc Total		1,817.00	2,000.00	2,000.00	3,200.00	0.00	3,200.00	3,200.00	0.00	0.00
Supplies	Election Supplies	10,117.19	438.49	1,107.09	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
Supplies Total		10,117.19	438.49	1,107.09	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
		31,450.25	16,499.86	19,444.30	23,600.00	4,058.39	28,200.00	28,200.00	0.00	0.00
		31,450.25	16,499.86	19,444.30	23,600.00	4,058.39	28,200.00	28,200.00	0.00	0.00
FIRE DEPARTMENT - C										
Salaries	Regular	112,588.49	135,105.93	133,679.28	209,279.00	112,847.45	220,925.00	220,925.00	0.00	0.00
Salaries	EMA	0.00	0.00	0.00	12,000.00	1,235.50	12,000.00	12,000.00	0.00	0.00
Salaries Total		112,588.49	135,105.93	133,679.28	221,279.00	114,082.95	232,925.00	232,925.00	0.00	0.00
Employee Benefits	Training/Wellness	3,594.41	6,862.76	6,573.66	7,000.00	349.41	8,000.00	8,000.00	0.00	0.00
Employee Benefits	Mileage	0.00	0.00	0.00	250.00	0.00	250.00	250.00	0.00	0.00
Employee Benefits	Uniforms	199.25	0.00	58.25	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
Employee Benefits Total		3,793.66	6,862.76	6,631.91	8,250.00	349.41	9,250.00	9,250.00	0.00	0.00
Service Fees	Communications	9,592.81	9,364.53	9,092.61	10,600.00	4,033.54	11,500.00	11,500.00	0.00	0.00
Service Fees Total		9,592.81	9,364.53	9,092.61	10,600.00	4,033.54	11,500.00	11,500.00	0.00	0.00
Emer. Mngmnt	EMA Supplies	0.00	189.77	282.42	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
Emer. Mngmnt Total		0.00	189.77	282.42	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
Contract Svc	SCBA Maint	3,558.08	424.62	1,857.00	4,000.00	0.00	4,300.00	4,300.00	0.00	0.00
Contract Svc	FD Equip. Testing	4,000.95	3,991.35	5,499.80	5,900.00	1,450.00	6,350.00	6,350.00	0.00	0.00
Contract Svc Total		7,559.03	4,415.97	7,356.80	9,900.00	1,450.00	10,650.00	10,650.00	0.00	0.00
Utilities	Heating	5,263.28	9,728.81	9,505.10	10,500.00	0.00	11,000.00	11,000.00	0.00	0.00
Utilities	Electricity	3,487.50	1,819.56	2,891.01	4,700.00	1,659.79	4,700.00	4,700.00	0.00	0.00
Utilities	Water	109.95	149.08	146.60	200.00	36.65	225.00	225.00	0.00	0.00
Utilities Total		8,860.73	11,697.45	12,542.71	15,400.00	1,696.44	15,925.00	15,925.00	0.00	0.00
Supplies	Postage	0.00	0.00	0.00	50.00	0.00	50.00	50.00	0.00	0.00
Supplies	Fuel	3,851.79	5,761.42	9,696.24	9,000.00	2,488.82	10,000.00	10,000.00	0.00	0.00
Supplies	Dept./Office	732.24	902.29	532.06	900.00	581.81	1,000.00	1,000.00	0.00	0.00
Supplies	Fire Dept.	7,626.71	13,579.19	11,590.44	14,500.00	2,511.63	15,000.00	15,000.00	0.00	0.00
Supplies Total		12,210.74	20,242.90	21,818.74	24,450.00	5,582.26	26,050.00	26,050.00	0.00	0.00
Rep. & Maint	Equipment	1,321.97	1,138.39	1,978.77	2,800.00	444.32	3,000.00	3,000.00	0.00	0.00
Rep. & Maint	Vehicle	9,850.48	4,069.01	16,354.26	12,500.00	7,947.79	13,500.00	13,500.00	0.00	0.00
Rep. & Maint	Building	4,763.07	4,972.44	3,286.42	7,500.00	936.07	9,000.00	9,000.00	0.00	0.00
Rep. & Maint Total		15,935.52	10,179.84	21,619.45	22,800.00	9,328.18	25,500.00	25,500.00	0.00	0.00
Insurance	Fire Fighter	0.00	0.00	0.00	1,400.00	0.00	1,400.00	0.00	0.00	0.00
Insurance Total		0.00	0.00	0.00	1,400.00	0.00	1,400.00	0.00	0.00	0.00
		170,540.98	198,059.15	213,023.92	315,079.00	136,522.78	334,200.00	332,800.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
POLICE DEPARTMENT D										
Salaries	Regular	138,340.20	146,143.86	163,548.86	170,416.00	69,150.41	169,720.00	169,720.00	0.00	0.00
Salaries	Union	417,944.73	465,484.02	462,387.69	601,866.00	207,473.88	691,392.00	691,392.00	0.00	0.00
Salaries	Reserve	4,224.23	6,326.58	455.62	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00
Salaries	Outside Act	6,467.50	22,880.00	39,733.75	32,000.00	16,050.00	32,000.00	32,000.00	0.00	0.00
Salaries	Overtime	58,255.83	70,591.52	105,286.39	72,600.00	26,365.56	81,340.00	81,340.00	0.00	0.00
Salaries	Grant Enforc	14,515.28	6,821.36	95.70	9,000.00	0.00	6,000.00	6,000.00	0.00	0.00
Salaries	Harbormaster	7,244.16	7,902.72	7,902.72	4,500.00	0.00	4,500.00	4,500.00	0.00	0.00
Salaries	Boat Basin Seasonal Staff			0.00	78,000.00	5,186.51	21,000.00	21,000.00	0.00	0.00
Salaries Total		646,991.93	726,150.06	779,410.73	894,382.00	319,039.85	988,952.00	988,952.00	0.00	0.00
Employee Benefits	Training/Wellness	18,678.22	14,337.52	10,278.77	16,500.00	13,422.80	18,000.00	18,000.00	0.00	0.00
Employee Benefits	Uniforms	26,310.92	4,965.51	8,483.46	6,000.00	1,184.02	19,000.00	19,000.00	0.00	0.00
Employee Benefits Total		44,989.14	19,303.03	18,762.23	22,500.00	14,606.82	37,000.00	37,000.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	0.00	0.00	200.00	1,428.00	200.00	200.00	0.00	0.00
Community Relations	Services/Outreach	0.00	0.00	0.00	600.00	0.00	600.00	600.00	0.00	0.00
Community Relations Total		0.00	0.00	0.00	800.00	1,428.00	800.00	800.00	0.00	0.00
Service Fees	Communications	17,742.90	18,429.10	9,777.24	9,750.00	5,457.53	14,150.00	14,150.00	0.00	0.00
Service Fees Total		17,742.90	18,429.10	9,777.24	9,750.00	5,457.53	14,150.00	14,150.00	0.00	0.00
Contract Svc	Dept. Specific Tech	17,022.50	4,636.13	21,698.09	17,710.00	0.00	17,700.00	17,700.00	0.00	0.00
Contract Svc	Contra Maint	512.69	2,443.30	2,689.52	8,125.00	512.67	8,500.00	8,500.00	0.00	0.00
Contract Svc	Animal Cont.	10,693.13	10,353.00	1,784.48	15,000.00	0.00	15,000.00	15,000.00	0.00	0.00
Contract Svc	Regional Social Services			0.00	54,000.00	13,750.00	54,000.00	54,000.00	0.00	0.00
Contract Svc Total		28,228.32	17,432.43	26,172.09	94,835.00	14,262.67	95,200.00	95,200.00	0.00	0.00
Utilities	Heating	2,843.45	4,665.73	5,114.34	8,460.00	1,261.91	8,250.00	8,250.00	0.00	0.00
Utilities	Electricity	5,318.90	2,344.77	4,242.87	3,000.00	2,468.23	3,000.00	3,000.00	0.00	0.00
Utilities	Water	163.96	146.60	109.95	200.00	36.65	200.00	200.00	0.00	0.00
Utilities Total		8,326.31	7,157.10	9,467.16	11,660.00	3,766.79	11,450.00	11,450.00	0.00	0.00
Supplies	Postage	76.31	83.91	0.00	250.00	171.17	250.00	250.00	0.00	0.00
Supplies	Fuel	11,036.21	12,579.84	20,347.77	22,000.00	6,170.79	22,000.00	22,000.00	0.00	0.00
Supplies	Dept./Office	7,895.93	7,401.70	6,093.09	8,500.00	2,803.37	8,500.00	8,500.00	0.00	0.00
Supplies	Ammunition	2,237.44	3,408.96	3,815.76	3,600.00	0.00	3,800.00	3,800.00	0.00	0.00
Supplies Total		21,245.89	23,474.41	30,256.62	34,350.00	9,145.33	34,550.00	34,550.00	0.00	0.00
Rep. & Maint	Vehicle	20,166.73	18,716.55	13,021.17	20,000.00	5,732.76	20,000.00	17,000.00	0.00	0.00
Rep. & Maint	Building	12,038.33	11,500.75	20,888.28	10,000.00	3,886.42	10,000.00	10,000.00	0.00	0.00
Rep. & Maint Total		32,205.06	30,217.30	33,909.45	30,000.00	9,619.18	30,000.00	27,000.00	0.00	0.00
		799,729.55	842,163.43	907,755.52	1,176,277.00	382,512.68	1,233,102.00	1,230,102.00	0.00	0.00
FIRE HYDRANT - G										
Contract Svc	Fire Hydrant	81,492.60	81,492.60	87,252.57	94,000.00	89,451.00	94,000.00	94,000.00	0.00	0.00
Contract Svc Total		81,492.60	81,492.60	87,252.57	94,000.00	89,451.00	94,000.00	94,000.00	0.00	0.00
		81,492.60	81,492.60	87,252.57	94,000.00	89,451.00	94,000.00	94,000.00	0.00	0.00
24 HOUR ANSWERING SERVICE - I										
Contract Svc	24 Hr. Answ	123,360.00	138,360.00	192,650.00	200,171.00	100,085.50	207,994.00	207,994.00	0.00	0.00
Contract Svc	PSAP	20,735.00	22,330.00	23,925.00	29,576.00	29,575.75	31,315.50	31,315.50	0.00	0.00
Contract Svc Total		144,095.00	160,690.00	216,575.00	229,747.00	129,661.25	239,309.50	239,309.50	0.00	0.00
Utilities	Communicat.	7,672.43	11,600.31	332.51	6,400.00	620.85	2,000.00	2,000.00	0.00	0.00
Utilities Total		7,672.43	11,600.31	332.51	6,400.00	620.85	2,000.00	2,000.00	0.00	0.00
		151,767.43	172,290.31	216,907.51	236,147.00	130,282.10	241,309.50	241,309.50	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
PUBLIC SAFETY/STREET LIGHTS - L										
Contract Svc	Contract Fee	0.00	480.00	12,971.54	17,000.00	3,276.87	0.00	16,000.00	0.00	0.00
Contract Svc Total		0.00	480.00	12,971.54	17,000.00	3,276.87	0.00	16,000.00	0.00	0.00
		0.00	480.00	12,971.54	17,000.00	3,276.87	0.00	16,000.00	0.00	0.00
		1,203,530.56	1,294,485.49	1,437,911.06	1,838,503.00	742,045.43	1,902,611.50	1,914,211.50	0.00	0.00
HIGHWAY DEPARTMENT - M										
Salaries	Regular	127,546.63	130,336.16	149,988.87	104,265.00	52,054.04	164,694.40	168,972.00	0.00	0.00
Salaries	Union	241,647.57	235,926.02	290,927.39	315,501.00	122,786.17	371,196.80	379,350.00	0.00	0.00
Salaries	Overtime	5,772.22	5,010.20	7,604.18	3,000.00	2,165.13	3,150.00	3,150.00	0.00	0.00
Salaries	Summer	11,323.66	11,134.43	0.00	21,000.00	5,155.50	21,000.00	14,000.00	0.00	0.00
Salaries Total		386,290.08	382,406.81	448,520.44	443,766.00	182,160.84	560,041.20	565,472.00	0.00	0.00
Employee Benefits	Training/Wellness	4,155.71	3,742.47	2,206.42	5,000.00	1,127.86	5,000.00	5,000.00	0.00	0.00
Employee Benefits	Mileage	0.00	335.52	380.91	125.00	0.00	300.00	300.00	0.00	0.00
Employee Benefits	Uniforms	10,301.30	8,543.04	10,911.67	12,000.00	5,596.90	15,000.00	15,000.00	0.00	0.00
Employee Benefits Total		14,457.01	12,621.03	13,499.00	17,125.00	6,724.76	20,300.00	20,300.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	85.49	14.00	500.00	0.00	0.00	0.00	0.00	0.00
Community Relations Total		0.00	85.49	14.00	500.00	0.00	0.00	0.00	0.00	0.00
Service Fees	Communications	6,294.37	7,348.52	5,948.00	7,300.00	3,223.03	7,300.00	7,300.00	0.00	0.00
Service Fees	Toilets	1,735.00	2,055.00	3,750.00	3,500.00	5,187.49	3,500.00	3,500.00	0.00	0.00
Service Fees	Consulting	1,673.13	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00
Service Fees Total		9,702.50	9,403.52	9,698.00	10,800.00	8,410.52	12,800.00	12,800.00	0.00	0.00
Contract Svc	Contract Maintenance	0.00	244.00	2,650.00	20,000.00	10,545.00	20,000.00	14,000.00	0.00	0.00
Contract Svc Total		0.00	244.00	2,650.00	20,000.00	10,545.00	20,000.00	14,000.00	0.00	0.00
PW Contract	Paving/Crushing			484,451.21	1,224,368.41	322,647.81	1,000,000.00	800,000.00	0.00	0.00
PW Contract	Striping	16,317.33	7,491.78	16,427.36	29,000.00	0.00	29,000.00	24,000.00	0.00	0.00
PW Contract	Tree Clear/Brush Cutting	8,925.00	8,825.00	12,006.00	13,000.00	7,500.00	22,000.00	22,000.00	0.00	0.00
PW Contract	Catch Basin Maint.	3,787.50	0.00	4,648.75	8,500.00	0.00	8,500.00	8,200.00	0.00	0.00
PW Contract Total		29,029.83	16,316.78	517,533.32	1,274,868.41	330,147.81	1,059,500.00	854,200.00	0.00	0.00
Utilities	Heating	5,922.85	5,417.06	5,122.35	7,000.00	184.86	7,000.00	7,000.00	0.00	0.00
Utilities	Electricity	5,335.11	14,745.61	1,120.75	2,500.00	591.44	2,500.00	2,500.00	0.00	0.00
Utilities	Water	962.59	277.18	508.59	1,300.00	92.30	1,300.00	1,000.00	0.00	0.00
Utilities Total		12,220.55	20,439.85	6,751.69	10,800.00	868.60	10,800.00	10,500.00	0.00	0.00
Supplies	Fuel	28,436.11	40,673.25	45,658.19	45,000.00	16,048.87	45,000.00	40,000.00	0.00	0.00
Supplies	Gravel Mat. & Cold Patch	15,701.28	15,673.26	5,799.41	26,000.00	813.12	26,000.00	21,000.00	0.00	0.00
Supplies	Drainage & Erosion Stone	21,534.29	36,968.95	3,884.71	33,500.00	2,960.59	33,500.00	33,500.00	0.00	0.00
Supplies	Dept./Office	15,813.93	9,203.79	5,499.37	10,000.00	1,070.04	10,000.00	8,000.00	0.00	0.00
Supplies	Topsoil/Seed/Mulch	8,882.56	3,597.83	362.00	5,000.00	1,155.96	5,000.00	4,000.00	0.00	0.00
Supplies	Guardrail	16,350.00	4,000.00	0.00	10,000.00	0.00	10,000.00	4,000.00	0.00	0.00
Supplies Total		106,718.17	110,117.08	61,203.68	129,500.00	22,048.58	129,500.00	110,500.00	0.00	0.00
Rep. & Maint	Equipment	32,062.43	31,036.15	17,877.17	46,000.00	11,777.64	46,000.00	37,000.00	0.00	0.00
Rep. & Maint	Vehicle	117,983.70	72,454.03	65,561.28	115,500.00	18,904.23	115,500.00	105,500.00	0.00	0.00
Rep. & Maint	Building	10,177.86	5,515.76	7,285.52	8,200.00	1,311.28	8,200.00	8,200.00	0.00	0.00
Rep. & Maint	Signs	6,789.67	5,436.48	6,162.25	6,800.00	2,394.49	6,800.00	7,000.00	0.00	0.00
Rep. & Maint	Grounds	5,774.85	8,968.99	6,357.82	7,100.00	441.47	7,100.00	6,500.00	0.00	0.00
Rep. & Maint Total		172,788.51	123,411.41	103,244.04	183,600.00	34,829.11	183,600.00	164,200.00	0.00	0.00
		731,206.65	675,045.97	1,163,114.17	2,090,959.41	595,735.22	1,996,541.20	1,751,972.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
PUBLIC WORKS / ROADS & BRIDGES - O										
Contract Svc	Equip Lease	5,876.67	1,245.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contract Svc Total		5,876.67	1,245.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PW Contract	Sweeping	0.00	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
PW Contract Total		0.00	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
		5,876.67	1,245.00	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
TRANSFER STATION - Q										
Salaries	Regular	26,378.31	25,236.86	42,430.92	0.00	0.00	0.00	0.00	0.00	0.00
Salaries	Union	101,073.62	81,655.77	106,196.16	138,512.00	57,787.94	135,320.13	155,212.00	0.00	0.00
Salaries	Overtime	0.00	80.60	30.60	1,000.00	266.48	1,050.00	1,050.00	0.00	0.00
Salaries Total		127,451.93	106,973.23	148,657.68	139,512.00	58,054.42	136,370.13	156,262.00	0.00	0.00
Employee Benefits	Training/Wellness	0.00	1,270.93	134.07	0.00	0.00	0.00	1,000.00	0.00	0.00
Employee Benefits	Uniforms	227.69	0.00	154.99	500.00	462.79	8,800.00	600.00	0.00	0.00
Employee Benefits Total		227.69	1,270.93	289.06	500.00	462.79	8,800.00	1,600.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	136.95	0.00	1,000.00	0.00	500.00	400.00	0.00	0.00
Community Relations Total		0.00	136.95	0.00	1,000.00	0.00	500.00	400.00	0.00	0.00
Service Fees	HHW	2,750.00	9,000.00	2,300.00	9,000.00	9,006.00	15,000.00	15,000.00	0.00	0.00
Service Fees Total		2,750.00	9,000.00	2,300.00	9,000.00	9,006.00	15,000.00	15,000.00	0.00	0.00
Contract Svc	Waste Disposal Services	76,869.74	69,564.26	96,604.88	90,000.00	34,543.22	90,000.00	94,000.00	0.00	0.00
Contract Svc Total		76,869.74	69,564.26	96,604.88	90,000.00	34,543.22	90,000.00	94,000.00	0.00	0.00
Utilities	Heating	1,088.88	2,152.41	1,836.76	3,000.00	428.56	3,000.00	2,000.00	0.00	0.00
Utilities	Electricity	1,487.30	962.19	890.85	900.00	527.81	900.00	950.00	0.00	0.00
Utilities	Water	0.00	0.00	0.00	700.00	0.00	700.00	0.00	0.00	0.00
Utilities Total		2,576.18	3,114.60	2,727.61	4,600.00	956.37	4,600.00	2,950.00	0.00	0.00
Supplies	Dept./Office	3,728.21	4,734.42	2,004.58	4,500.00	3,218.08	4,500.00	4,500.00	0.00	0.00
Supplies	Waste Bags	0.00	19,795.09	18,245.37	22,000.00	15,969.99	22,000.00	22,000.00	0.00	0.00
Supplies Total		3,728.21	24,529.51	20,249.95	26,500.00	19,188.07	26,500.00	26,500.00	0.00	0.00
Rep. & Maint	Equipment	2,151.26	13,647.55	3,953.65	15,000.00	0.00	15,000.00	0.00	0.00	0.00
Rep. & Maint	Building	9,966.16	6,940.93	7,183.05	7,000.00	12,524.84	7,000.00	12,000.00	0.00	0.00
Rep. & Maint Total		12,117.42	20,588.48	11,136.70	22,000.00	12,524.84	22,000.00	12,000.00	0.00	0.00
		225,721.17	235,177.96	281,965.88	293,112.00	134,735.71	303,770.13	308,712.00	0.00	0.00
PUBLIC WORKS / SNOW & WINTER - P										
Salaries	Regular	9,899.34	9,280.04	37,466.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00
Salaries	Overtime	22,522.12	31,549.17	31,696.07	50,000.00	0.00	50,250.00	50,250.00	0.00	0.00
Salaries Total		32,421.46	40,829.21	69,162.07	54,000.00	0.00	54,250.00	54,250.00	0.00	0.00
Supplies	Fuel	0.00	0.00	0.00	8,000.00	0.00	8,000.00	13,000.00	0.00	0.00
Supplies	Sand & Salt	111,166.21	173,597.89	165,356.34	151,500.00	29,796.57	151,500.00	145,000.00	0.00	0.00
Supplies Total		111,166.21	173,597.89	165,356.34	159,500.00	29,796.57	159,500.00	158,000.00	0.00	0.00
Repair & Maint.	Equipment	8,212.48	0.00	0.00	8,500.00	1,794.18	8,500.00	5,000.00	0.00	0.00
Repair & Maint.	Storm Damage			0.00	0.00	0.00	0.00	0.00	0.00	0.00
Repair & Maint. Total		8,212.48	0.00	0.00	8,500.00	1,794.18	8,500.00	5,000.00	0.00	0.00
		151,800.15	214,427.10	234,518.41	222,000.00	31,590.75	222,250.00	217,250.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
COMMUNITY SERVICE DEPARTMENT - S										
Salaries	Regular	152,879.92	146,041.50	129,609.58	174,436.00	66,261.56	0.00	153,008.00	0.00	0.00
Salaries	Overtime	268.77	1,624.49	4,420.58	500.00	2,865.62	0.00	1,000.00	0.00	0.00
Salaries Total		153,148.69	147,665.99	134,030.16	174,936.00	69,127.18	0.00	154,008.00	0.00	0.00
Employee Benefits	Wellness & Training	125.99	1,317.04	0.00	700.00	97.75	2,000.00	2,000.00	0.00	0.00
Employee Benefits	Mileage	0.00	0.00	0.00	300.00	0.00	300.00	300.00	0.00	0.00
Employee Benefits Total		125.99	1,317.04	0.00	1,000.00	97.75	2,300.00	2,300.00	0.00	0.00
Community Relations	Advertising/Public Notices	0.00	554.47	0.00	800.00	587.90	1,000.00	1,000.00	0.00	0.00
Community Relations	Services/Outreach	0.00	0.00	0.00	12,500.00	0.00	12,500.00	10,500.00	0.00	0.00
Community Relations	Special Events	0.00	1,468.44	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
Community Relations Total		0.00	2,022.91	0.00	14,300.00	587.90	14,500.00	12,500.00	0.00	0.00
Service Fees	Communications	4,689.66	4,919.79	4,866.14	5,700.00	1,746.53	5,700.00	5,700.00	0.00	0.00
Service Fees Total		4,689.66	4,919.79	4,866.14	5,700.00	1,746.53	5,700.00	5,700.00	0.00	0.00
Supplies	Postage	163.31	116.00	60.00	600.00	0.00	500.00	400.00	0.00	0.00
Supplies	Gasoline	1,085.08	1,399.68	0.00	1,500.00	0.00	1,500.00	1,200.00	0.00	0.00
Supplies	Dept./Office	4,904.97	4,763.66	1,604.87	4,200.00	1,089.61	4,200.00	3,800.00	0.00	0.00
Supplies Total		6,153.36	6,279.34	1,664.87	6,300.00	1,089.61	6,200.00	5,400.00	0.00	0.00
Rep. & Maint	Vehicle	2,201.11	92.79	144.27	1,500.00	131.22	2,000.00	2,000.00	0.00	0.00
Rep. & Maint	Building	52.53	0.00	0.00	0.00	0.00	250.00	50.00	0.00	0.00
Rep. & Maint Total		2,253.64	92.79	144.27	1,500.00	131.22	2,250.00	2,050.00	0.00	0.00
		166,371.34	162,297.86	140,705.44	203,736.00	72,780.19	30,950.00	181,958.00	0.00	0.00
		166,371.34	162,297.86	140,705.44	203,736.00	72,780.19	30,950.00	181,958.00	0.00	0.00
CSD FEE BASED PROGRAMMING										
Salaries	Regular	47,773.72	55,883.84	76,597.40	165,414.00	33,472.17	0.00	146,414.00	0.00	0.00
Salaries	Overtime	10.58	202.87	3,053.52	800.00	411.21	0.00	400.00	0.00	0.00
Salaries Total		47,784.30	56,086.71	79,650.92	166,214.00	33,883.38	0.00	146,814.00	0.00	0.00
Employee Benefits	Training/Wellness	20,343.47	22,094.16	3,729.99	0.00	0.00	0.00	0.00	0.00	0.00
Employee Benefits	Health Ins.		7,783.69	12,743.04	0.00	0.00	0.00	0.00	0.00	0.00
Employee Benefits	Uniforms	94.92	859.50	3,033.50	1,200.00	0.00	0.00	0.00	0.00	0.00
Employee Benefits	FICA	2,596.81	3,477.38	4,915.76	4,894.00	0.00	0.00	0.00	0.00	0.00
Employee Benefits	Medicare	607.33	813.29	1,149.63	1,021.00	0.00	0.00	0.00	0.00	0.00
Employee Benefits Total		23,642.53	35,028.02	25,571.92	7,115.00	0.00	0.00	0.00	0.00	0.00
		71,426.83	91,114.73	105,222.84	173,329.00	33,883.38	0.00	146,814.00	0.00	0.00
Program Expense	Supplies/Materials	641.66	5,638.05	14,072.12	8,000.00	2,891.28	10,000.00	10,000.00	0.00	0.00
Program Expense	Contracted Services			21,053.99	10,000.00	8,160.30	12,000.00	12,000.00	0.00	0.00
Program Expense	Trips		1,190.10	22,199.83	28,500.00	12,678.08	26,000.00	28,000.00	0.00	0.00
Program Expense	Transportation			11,355.99	15,000.00	5,762.27	15,000.00	15,000.00	0.00	0.00
Program Expense Total		641.66	6,828.15	68,681.93	61,500.00	29,491.93	63,000.00	65,000.00	0.00	0.00
		641.66	6,828.15	68,681.93	61,500.00	29,491.93	63,000.00	65,000.00	0.00	0.00
		72,068.49	97,942.88	173,904.77	234,829.00	63,375.31	63,000.00	211,814.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
GENERAL ASSISTANCE - T										
Assistance	Electricity	177.64	215.00	1,133.73	4,200.00	200.00	0.00	1,200.00	0.00	0.00
Assistance	Food	100.00	70.11	0.00	1,200.00	0.00	0.00	900.00	0.00	0.00
Assistance	Heat	0.00	1,040.00	1,928.75	8,700.00	0.00	0.00	3,000.00	0.00	0.00
Assistance	Housing	6,547.45	5,999.00	22,652.66	6,300.00	7,104.00	0.00	29,400.00	0.00	0.00
Assistance	Prescriptions	0.00	0.00	0.00	500.00	0.00	0.00	375.00	0.00	0.00
Assistance Total		6,825.09	7,324.11	25,715.14	20,900.00	7,304.00	0.00	34,875.00	0.00	0.00
G/A Other	Burial Expenses	75.00	1,795.00	2,050.00	2,000.00	0.00	0.00	2,500.00	0.00	0.00
G/A Other	Household Expenses	3,652.33	0.00	1,030.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
G/A Other	Sewer Expenses	0.00	0.00	0.00	1,000.00	0.00	0.00	300.00	0.00	0.00
G/A Other	Tax Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G/A Other	Water Expenses	0.00	0.00	0.00	1,000.00	0.00	0.00	700.00	0.00	0.00
G/A Other	Contract Admin	0.00	0.00	0.00	0.00	0.00	0.00	18,000.00	0.00	0.00
G/A Other Total		3,727.33	1,795.00	3,080.00	5,000.00	0.00	0.00	22,500.00	0.00	0.00
		10,552.42	9,119.11	28,795.14	25,900.00	7,304.00	0.00	57,375.00	0.00	0.00
		10,552.42	9,119.11	28,795.14	25,900.00	7,304.00	0.00	57,375.00	0.00	0.00
DEBT SERVICE - W										
Debt Service	Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	Loan Servicing Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service Total		10,200.00	9,678.24	13,200.00	144,230.00	0.00	0.00	0.00	0.00	0.00
		10,200.00	9,678.24	13,200.00	144,230.00	0.00	0.00	0.00	0.00	0.00
Debt Service	Principal	92,521.30	93,563.21	94,623.85	361,991.00	95,704.78	14,852.00	14,852.00	0.00	0.00
Debt Service	Interest	18,049.00	17,002.57	15,938.50	89,804.00	7,700.91	1,907.00	1,907.00	0.00	0.00
Debt Service	Loan Servicing Fees	4,690.61	4,690.40	4,690.21	17,724.00	4,383.80	0.00	0.00	0.00	0.00
Debt Service	Leases	15,554.66	14,667.75	14,008.97	122,752.00	21,567.26	146,248.00	146,248.00	0.00	0.00
Debt Service Total		130,815.57	129,923.93	129,261.53	592,271.00	129,356.75	163,007.00	163,007.00	0.00	0.00
		130,815.57	129,923.93	129,261.53	592,271.00	129,356.75	163,007.00	163,007.00	0.00	0.00
		130,815.57	129,923.93	129,261.53	592,271.00	129,356.75	163,007.00	163,007.00	0.00	0.00
COMMITTEES - X										
Town Comm.	Aging	3,019.32	410.77	1,593.61	2,000.00	425.25	2,000.00	2,000.00	0.00	0.00
Town Comm.	Agriculture & Food Security			0.00	1,000.00	34.95	1,000.00	1,000.00	0.00	0.00
Town Comm.	Budget Comm	1,200.00	2,753.69	3,662.30	3,780.00	834.71	3,780.00	3,780.00	0.00	0.00
Town Comm.	Conservation	780.60	567.89	1,099.44	1,520.00	150.00	1,520.00	1,520.00	0.00	0.00
Town Comm.	Plan. Bd.	16,424.61	19,913.32	12,009.48	25,000.00	3,020.67	25,000.00	25,000.00	0.00	0.00
Town Comm.	Bd. Appeal	2,689.09	2,373.17	4,528.83	5,000.00	182.00	5,000.00	5,000.00	0.00	0.00
Town Comm. Total		24,113.62	26,018.84	22,893.66	38,300.00	4,647.58	38,300.00	38,300.00	0.00	0.00
		24,113.62	26,018.84	22,893.66	38,300.00	4,647.58	38,300.00	38,300.00	0.00	0.00
		24,113.62	26,018.84	22,893.66	38,300.00	4,647.58	38,300.00	38,300.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
FIXED ASSESSMENTS - Z										
Misc.	MSAD #35	10,204,534.00	10,518,719.00	10,660,451.00	10,961,812.00	4,564,261.25	0.00	11,883,000.00	0.00	0.00
Misc. Total		10,204,534.00	10,518,719.00	10,660,451.00	10,961,812.00	4,564,261.25	0.00	11,883,000.00	0.00	0.00
		10,204,534.00	10,518,719.00	10,660,451.00	10,961,812.00	4,564,261.25	0.00	11,883,000.00	0.00	0.00
Misc.	County Tax	518,838.60	504,239.03	500,414.99	529,715.06	529,715.06	0.00	569,715.00	0.00	0.00
Misc. Total		518,838.60	504,239.03	500,414.99	529,715.06	529,715.06	0.00	569,715.00	0.00	0.00
		518,838.60	504,239.03	500,414.99	529,715.06	529,715.06	0.00	569,715.00	0.00	0.00
Misc.	Misc.			0.00	415,451.00	7,047.44	0.00	0.00	0.00	0.00
Misc. Total				0.00	415,451.00	7,047.44	0.00	0.00	0.00	0.00
				0.00	415,451.00	7,047.44	0.00	0.00	0.00	0.00
Misc.	Misc.			0.00	1,316,490.35	0.00	0.00	0.00	0.00	0.00
Misc. Total				0.00	1,316,490.35	0.00	0.00	0.00	0.00	0.00
				0.00	1,316,490.35	0.00	0.00	0.00	0.00	0.00
Misc.	Misc.	1,042,658.01	784,461.82	509,575.50	1,960,000.00	1,960,000.00	0.00	0.00	0.00	0.00
Misc. Total		1,042,658.01	784,461.82	509,575.50	1,960,000.00	1,960,000.00	0.00	0.00	0.00	0.00
		1,042,658.01	784,461.82	509,575.50	1,960,000.00	1,960,000.00	0.00	0.00	0.00	0.00
Misc.	Library	200,600.00	241,433.94	242,500.00	238,661.00	119,330.50	0.00	245,611.91	0.00	0.00
Misc. Total		200,600.00	241,433.94	242,500.00	238,661.00	119,330.50	0.00	245,611.91	0.00	0.00
		200,600.00	241,433.94	242,500.00	238,661.00	119,330.50	0.00	245,611.91	0.00	0.00
		11,966,630.61	12,048,853.79	11,912,941.49	15,422,129.41	7,180,354.25	0.00	12,698,326.91	0.00	0.00
GENERAL GOV'T PROJECTS										
Misc.	Misc.		27,816.00	0.00						
Misc. Total		0.00	27,816.00	0.00		0.00	0.00	0.00	0.00	0.00
		0.00	27,816.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Misc.	Misc.	0.00	0.00	7,163.07						
Misc. Total		0.00	0.00	7,163.07		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	7,163.07	0.00	0.00	0.00	0.00	0.00	0.00
Misc.	Misc.		3,481.00	13,391.00						
Misc. Total		0.00	3,481.00	13,391.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	3,481.00	13,391.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	31,297.00	20,554.07	0.00	0.00	0.00	0.00	0.00	0.00
	Grand Total - Fund 1	16,785,468.54	16,962,852.06	17,759,375.35	23,700,008.82	10,043,344.12	7,747,040.08	20,555,257.41	0.00	0.00

Division	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY24 Actual to Nov. 30	Town Manager Estimated	Select Board Approved	Budget Comm. Approved
ESTIMATED REVENUES									
Admin	Excise Tax	1,281,264.53	1,268,473.98	1,182,358.55	1,500,000.00	532,632.49	1,500,000.00		
Admin	Boat Excise	12,422.20	11,618.98	14,507.58	17,000.00	1,452.80	17,000.00		
Admin	Rapid Renew	424,060.78	403,091.98	402,941.06	467,891.00	176,017.75	470,000.00		
Admin	Int on Taxes	25,222.03	24,282.44	19,819.03	26,000.00	5,599.05	26,000.00		
Admin	Bank Interest			111,679.42	0.00	88,836.92	112,000.00		
Admin	Tax Liens	6,521.74	5,451.17	5,686.75	6,500.00	3,433.42	4,000.00		
Admin	Clerk Fees	40,880.62	39,110.30	38,842.20	40,000.00	15,866.65	40,000.00		
Admin	Plumbing	11,466.25	8,252.50	7,713.75	11,500.00	4,386.00	10,500.98		
Admin	Building	79,333.40	86,584.43	62,630.35	75,000.00	29,315.26	50,000.00		
Admin	Electrical	8,900.00	7,705.00	5,260.00	8,000.00	3,340.00	12,000.00		
Admin	Marijuana	34,000.00	80,750.00	81,045.54	66,000.00	49,750.00	63,000.00		
Admin	Tree Growth	2,032.04	3,241.07	3,740.99	3,800.00	3,846.85	3,000.00		
Admin	Snowmobile	748.06	827.50	860.60	800.00	0.00	800.00		
Admin	Use of Sewer Funds	0.00	0.00	135,600.00	36,750.00	0.00	125,000.00		
Admin	Use of TIF	0.00	0.00	0.00	600,000.00	0.00	0.00		
Admin	Misc. Revenue	13,925.35	10,502.92	10,168.60	9,450.00	16,607.99	9,000.00		
Land Use	Stormwater	0.00	0.00	0.00	0.00	500.00			
Admin Total		1,940,777.00	1,949,892.27	2,082,854.42	2,868,691.00	931,585.18	2,442,300.98	0.00	0.00
Planning	PIL Fees	0.00	0.00	1,888.00	0.00	3,688.00	2,000.00		
Planning	Misc. Revenue	23,035.00	9,625.00	16,165.50	22,000.00	1,675.00	21,000.00		
Appeals	Misc. Revenue	900.00	1,050.00	150.00	1,000.00	450.00	1,000.00		
Town Committees Total		23,935.00	10,675.00	18,203.50	23,000.00	5,813.00	24,000.00	0.00	0.00
SRO	SRO	0.00	0.00	0.00	100,000.00	0.00			
Police	Outside Act.	11,771.28	19,964.97	35,709.40	32,000.00	11,345.00	35,000.00		
Police	Mooring Fees	39,547.00	33,295.60	15,688.00	49,500.00	441.00	41,000.00		
Police	Dog Licensing	1,519.00	6,517.00	4,012.00	3,500.00	468.00	3,500.00		
Police	Boat Basin			19,992.70		14,975.25	18,000.00		
Police	Accident Rpt	600.00	800.00	1,000.00	700.00	280.00	400.00		
Police	OUI Reimbursement	0.00	0.00	5,390.00	0.00	23,555.00	10,000.00		
Police	Weapons	292.00	350.00	190.00	300.00	37.00	300.00		
Police	Grant Reimbursements	9,261.23	18,171.19	8,857.39	13,500.00	1,089.00	12,000.00		
Police Department Total		62,990.51	79,098.76	90,839.49	199,500.00	52,190.25	120,200.00	0.00	0.00
Highway Dept	D.O.T. Roads	33,500.00	35,856.00	39,436.00	41,000.00	0.00	41,000.00		
Highway Department Total		33,500.00	35,856.00	39,436.00	41,000.00	0.00	41,000.00	0.00	0.00
T-Station	Pay/Per Bag	0.00	783.25	57,305.00	0.00	29,460.00	60,000.00		
T-Station	Bio Bags						5,000.00		
T-Station	Disposal Payment Receipts	35,214.91	38,065.28	21,932.67	28,200.00	6,475.16	20,000.00		
T-Station	Disposal Fee Collections	62,667.25	68,966.97	66,863.47	64,400.00	40,542.42	65,000.00		
T-Station	Haz. Waste	1,550.75	3,531.00	907.50	1,800.00	2,137.00	2,500.00		
Transfer Station Total		99,432.91	111,346.50	147,008.64	94,400.00	78,614.58	152,500.00	0.00	0.00
Programming	Adult Activities	1,254.99	350.00	4,809.00	6,400.00	1,922.44	6,500.00		
Programming	Youth Activities	170,501.29	244,629.11	296,766.80	225,000.00	122,575.00	225,000.00		
Programming	Special Activities	225.00	17,658.25	535.00	22,600.00	210.00	5,000.00		
Programming	Donations/Sponsorships	3,538.85	6,583.00	9,084.68	8,100.00	1,165.00	8,100.00		
Programming	Town Parks	1,820.00	5,050.00	4,700.00	3,000.00	1,275.00	3,000.00		
CSD Total		177,340.13	274,270.36	315,895.48	265,100.00	127,147.44	247,600.00	0.00	0.00
Total Fund 1 Estimated Revenues		2,337,975.55	2,461,138.89	2,694,237.53	3,491,691.00	1,195,350.45	3,027,600.98	0.00	0.00

ESTIMATED REIMBURSEMENTS

Admin	Rev Sharing	576,348.94	867,205.09	933,403.50	825,823.00	485,723.93	823,000.00		
Admin	Veterans	9,292.00	7,848.00	6,890.00	8,000.00	7,291.00	8,000.00		
Admin	BETE Reimb.	83,063.00	80,472.00	129,176.00	78,000.00	0.00	78,000.00		
Admin	Stabilization				94,372.45	0.00	0.00		
Admin	Homestead	429,611.00	462,299.00	419,535.00	425,000.00	437,180.00	450,000.00		
General	G/A Reimb.	7,362.46	2,835.51	22,695.75	9,000.00	9,998.20	15,000.00		
Reimbursements Total		1,105,677.40	1,420,659.60	1,511,700.25	1,440,195.45	940,193.13	1,374,000.00	0.00	0.00
Total Fund 1 Estimated Reimbursements		1,105,677.40	1,420,659.60	1,511,700.25	1,440,195.45	940,193.13	1,374,000.00	0.00	0.00

ESTIMATED PROPERTY TAXES

Admin	Prop Tax	14,472,509.81	15,197,778.43	15,624,661.74	16,413,207.37	16,413,207.37	16,153,656.43		
Total Estimated Property Taxes		14,472,509.81	15,197,778.43	15,624,661.74	16,413,207.37	16,413,207.37	16,153,656.43	0.00	0.00

ESTIMATED SEWER REVENUES

General	Transfer In from Other Funds						361,885.00		
General	Sewer U/Fees	254,466.33	239,252.10	232,970.56	255,000.00	117,892.66	250,000.00		
General	Sewer Supp	120.00	120.00	120.00	120.00	60.00	120.00		
General	Sewer Abate	-148.21	0.00	0.00	0.00	0.00	0.00		
General	Sewer Int	2,799.70	1,722.22	1,854.56	1,200.00	496.45	1,500.00		
General	Sewer Ln Int	519.16	680.32	715.04	200.00	120.45	630.00		
General	Sewer Cost	1,366.42	1,374.72	1,596.37	1,350.00	852.94	1,350.00		
General	Sewer Flat	257,590.03	260,470.43	259,874.36	262,000.00	132,197.46	265,000.00		
General	Sewer Res.	119,216.22	106,383.34	101,563.46	100,000.00	51,568.39	83,600.00		
Town Sewer Total		635,929.65	610,003.13	598,694.35	619,870.00	303,188.35	964,085.00	0.00	0.00
Phase I	Bond Revenue	0.00	0.00	792,283.32	0.00	3,707,716.68	13,800,000.00		
Town Sewer Total		0.00	0.00	792,283.32	0.00	3,707,716.68	13,800,000.00	0.00	0.00

Division	Expense	Object	FY 24 Beginning Balance	FY24 Actual to Nov. 30	FY24 End Balance	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
CAPITAL PROJECT FUNDS/SPECIAL REVENUE FUNDS/TRUST FUNDS								
Public Works Reserve	Misc.	Misc.	643,566.00	500,000.00	1,143,566.00			
	Misc. Total		643,566.00	500,000.00	1,143,566.00	0.00	0.00	0.00
Public Works Reserve Total			643,566.00	500,000.00	1,143,566.00	0.00	0.00	0.00
Police Dept. Reserve	Misc.	Misc.	49,786.00	112,250.79	162,036.79			
	Misc. Total		49,786.00	112,250.79	162,036.79	0.00	0.00	0.00
Police Department Reserve Total			49,786.00	112,250.79	162,036.79	0.00	0.00	0.00
Fire Dept. Reserve	Misc.	Misc.	258,233.00	-50,000.00	208,233.00			
	Misc. Total		258,233.00	-50,000.00	208,233.00	0.00	0.00	0.00
Fire Department Reserve Total			258,233.00	-50,000.00	208,233.00	0.00	0.00	0.00
Land Bank	Misc.	Misc.	31,816.00	15,000.00	46,816.00			
	Misc. Total		31,816.00	15,000.00	46,816.00	0.00	0.00	0.00
Land Bank Total			31,816.00	15,000.00	46,816.00	0.00	0.00	0.00
Parks/Facilities Reserve	Misc.	Misc.	51,441.00	0.00	51,441.00			
	Misc. Total		51,441.00	0.00	51,441.00	0.00	0.00	0.00
Parks/Facilities Reserve Total			51,441.00	0.00	51,441.00	0.00	0.00	0.00
PS Impact Fees	Misc.	Misc.	109,110.57	0.00	109,110.57			
	Misc. Total		109,110.57	0.00	109,110.57	0.00	0.00	0.00
PS Impact Fees Total			109,110.57	0.00	109,110.57	0.00	0.00	0.00
Stormwater	Misc.	Misc.	32,383.73		32,383.73			
	Misc. Total		32,383.73	0.00	32,383.73	0.00	0.00	0.00
Stormwater Total			32,383.73	0.00	32,383.73	0.00	0.00	0.00
CSD Reserve	Misc.	Misc.	86,385.00	0.00	86,385.00			
	Misc. Total		86,385.00	0.00	86,385.00	0.00	0.00	0.00
CSD Reserve Total			86,385.00	0.00	86,385.00	0.00	0.00	0.00
Town Hall Reserve	Misc.	Misc.	139,724.00	600,000.00	739,724.00			
	Misc. Total		139,724.00	600,000.00	739,724.00	0.00	0.00	0.00
Town Hall Reserve Total			139,724.00	600,000.00	739,724.00	0.00	0.00	0.00
T-Station Reserve	Misc.	Misc.	45,120.00		45,120.00			
	Misc. Total		45,120.00	0.00	45,120.00	0.00	0.00	0.00
T-Station Reserve Total			45,120.00	0.00	45,120.00	0.00	0.00	0.00
Grant Match Reserve	Mis.	Misc.	200,000.00	0.00	200,000.00			
	Misc. Total		200,000.00	0.00	200,000.00			
			200,000.00	0.00	200,000.00			
Sewer Reserve	Misc.	Misc.	101,677.93	0.00	101,677.93			
	Misc. Total		101,677.93	0.00	101,677.93	0.00	0.00	0.00
Sewer Reserve Total			101,677.93	0.00	101,677.93	0.00	0.00	0.00
Rt. 236 TIF	Misc.	Misc.	6,573,407.74	-665,412.22	5,907,995.52			
	Misc. Total		6,573,407.74	-665,412.22	5,907,995.52	0.00	0.00	0.00
Rt. 236 TIF Total			6,573,407.74	-665,412.22	5,907,995.52	0.00	0.00	0.00
Eliot Commons TIF	Misc.	Misc.	47,886.08	-92,648.36	-44,762.28			
			12/27/2023					

Division	Expense	Object	FY 24 Beginning Balance	FY24 Actual to Nov. 30	FY24 End Balance	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
CAPITAL PROJECT FUNDS/SPECIAL REVENUE FUNDS/TRUST FUNDS								
	Misc. Total		47,886.08	-92,648.36	-44,762.28	0.00	0.00	0.00
Eliot Commons TIF Total			47,886.08	-92,648.36	-44,762.28	0.00	0.00	0.00
			8,370,537.05	419,190.21	8,789,727.26	0.00	0.00	0.00
Admin. Reserve	Misc.	Misc.	120,000.00	0.00	120,000.00			
	Misc. Total		120,000.00	0.00	120,000.00	0.00	0.00	0.00
Administration Reserve Total			120,000.00	0.00	120,000.00	0.00	0.00	0.00
Wage & Training	Misc.	Misc.	55,931.50	0.00	55,931.50			
	Misc. Total		55,931.50	0.00	55,931.50	0.00	0.00	0.00
Wage & Training Reserve Total			55,931.50	0.00	55,931.50	0.00	0.00	0.00
Senior Tax Abatement	Misc.	Misc.	25,000.00	-11,787.00	13,213.00			
	Misc. Total		25,000.00	-11,787.00	13,213.00	0.00	0.00	0.00
Senior Tax Abatement Total			25,000.00	-11,787.00	13,213.00	0.00	0.00	0.00
			120,000.00	0.00	120,000.00	0.00	0.00	0.00
Cemetery	Misc.	Misc.	2,772.69		2,772.69			
	Misc. Total		2,772.69	0.00	2,772.69	0.00	0.00	0.00
Cemetery Total			2,772.69	0.00	2,772.69	0.00	0.00	0.00
S.Blume Frost Tufts	Misc.	Misc.	11,979.00		11,979.00			
	Misc. Total		11,979.00	0.00	11,979.00	0.00	0.00	0.00
S.Blume Frost Tufts Total			11,979.00	0.00	11,979.00	0.00	0.00	0.00
M.L. Spinney	Misc.	Misc.	25,947.19		25,947.19			
	Misc. Total		25,947.19	0.00	25,947.19	0.00	0.00	0.00
M.L. Spinney Total			25,947.19	0.00	25,947.19	0.00	0.00	0.00
Lena Grover	Misc.	Misc.	917.23		917.23			
	Misc. Total		917.23	0.00	917.23	0.00	0.00	0.00
Lena Grover Total			917.23	0.00	917.23	0.00	0.00	0.00
			41,616.11	0.00	41,616.11	0.00	0.00	0.00
			8,613,084.66	407,403.21	9,020,487.87	0.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
SEWER DEPARTMENT										
Service Fees	Tran Liens	304.00	0.00	0.00	1,000.00	76.00	1,000.00	1,000.00	0.00	0.00
Service Fees	Printing	0.00	474.96	0.00	1,200.00	477.56	1,200.00	1,200.00	0.00	0.00
Service Fees	Inter-Municipal	204,208.33	215,283.92	237,490.23	225,000.00	150,086.80	343,500.00	343,500.00	0.00	0.00
Service Fees Total		204,512.33	215,758.88	237,490.23	227,200.00	150,640.36	345,700.00	345,700.00	0.00	0.00
Utilities	Electricity	7,605.52	3,198.39	6,141.97	6,500.00	3,472.10	6,500.00	6,500.00	0.00	0.00
Utilities Total		7,605.52	3,198.39	6,141.97	6,500.00	3,472.10	6,500.00	6,500.00	0.00	0.00
Construction Projects	Engineering & Prof. Svcs	0.00	0.00	6,533.24	0.00	0.00	2,000.00	2,000.00	0.00	0.00
Construction Projects	Permitting	0.00	0.00	29,164.44	0.00	0.00	0.00	0.00	0.00	0.00
Construction Projects Total		0.00	0.00	35,697.68	0.00	0.00	2,000.00	2,000.00	0.00	0.00
Supplies	Postage	1,105.38	1,381.13	969.09	1,500.00	695.08	1,650.00	1,650.00	0.00	0.00
Supplies	Dept./Office	1,529.68	234.28	1,230.40	1,000.00	0.00	0.00	0.00	0.00	0.00
Supplies Total		2,635.06	1,615.41	2,199.49	2,500.00	695.08	1,650.00	1,650.00	0.00	0.00
Rep. & Maint.	Equipment	332.27	0.00	0.00	500.00	71.61	500.00	500.00	0.00	0.00
Rep. & Maint. Total		332.27	0.00	0.00	500.00	71.61	500.00	500.00	0.00	0.00
Debt Service	Principle						276,561.00	276,561.00	0.00	
Debt Service	Interest						68,091.00	68,091.00	0.00	
Debt Service	Loan Servicing Fees						17,233.00	17,233.00	0.00	
Debt Service Total		0.00	0.00	0.00	0.00	0.00	361,885.00	361,885.00	0.00	0.00
Miscellaneous	Depreciation Expense	0.00	0.00	0.00	95,000.00	0.00	93,200.00	93,200.00	0.00	0.00
Miscellaneous	Transfer to Other Funds	33,521.18	32,144.36	135,600.00	256,670.00	0.00	125,000.00	125,000.00	0.00	0.00
Construction Projects Total		33,521.18	32,144.36	135,600.00	351,670.00	0.00	218,200.00	218,200.00	0.00	0.00
		215,085.18	220,572.68	417,129.37	588,370.00	154,879.15	936,435.00	936,435.00	0.00	0.00
Utilities	Electricity	1,012.57	234.89	304.48	350.00	190.14	400.00	400.00	0.00	0.00
Utilities	Water	0.00	0.00	36.65	150.00	36.65	150.00	150.00	0.00	0.00
Utilities	Propane	0.00	2,375.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utilities Total		1,012.57	2,609.97	341.13	500.00	226.79	550.00	550.00	0.00	0.00
Rep. & Maint.	Equipment	4,948.29	5,657.17	6,520.15	7,000.00	1,256.28	7,500.00	7,500.00	0.00	0.00
Rep. & Maint.	Building	283.33	0.00	0.00	3,000.00	0.00	1,000.00	1,000.00	0.00	0.00
Rep. & Maint. Total		5,231.62	5,657.17	6,520.15	10,000.00	1,256.28	8,500.00	8,500.00	0.00	0.00
		6,244.19	8,267.14	6,861.28	10,500.00	1,483.07	9,050.00	9,050.00	0.00	0.00
Utilities	Electricity	1,407.55	256.42	324.64	350.00	190.14	400.00	400.00	0.00	0.00
Utilities	Water	36.65	0.00	0.00	150.00	0.00	150.00	150.00	0.00	0.00
Utilities Total		36.65	0.00	0.00	150.00	0.00	150.00	150.00	0.00	0.00
Rep. & Maint.	Equipment	7,958.66	6,405.08	7,821.42	7,000.00	1,666.38	7,500.00	7,500.00	0.00	0.00
Rep. & Maint.	Building			0.00	3,000.00	0.00	1,000.00	1,000.00	0.00	0.00
Rep. & Maint. Total		7,958.66	6,405.08	7,821.42	10,000.00	1,666.38	8,500.00	8,500.00	0.00	0.00
		9,402.86	6,661.50	8,146.06	10,500.00	1,856.52	9,050.00	9,050.00	0.00	0.00
Utilities	Electricity	252.54	209.09	135.48	350.00	240.44	400.00	400.00	0.00	0.00
Utilities	Water			0.00	150.00	0.00	150.00	150.00	0.00	0.00
Utilities Total		252.54	209.09	135.48	500.00	240.44	550.00	550.00	0.00	0.00
Rep. & Maint.	Equipment	8,359.45	7,176.68	12,953.91	7,000.00	1,219.63	8,000.00	8,000.00	0.00	0.00
Rep. & Maint.	Building			0.00	3,000.00	1,087.50	1,000.00	1,000.00	0.00	0.00
Rep. & Maint. Total		8,359.45	7,176.68	12,953.91	10,000.00	2,307.13	9,000.00	9,000.00	0.00	0.00
		8,611.99	7,385.77	13,089.39	10,500.00	2,547.57	9,550.00	9,550.00	0.00	0.00
		272,865.40	275,031.45	445,226.10	619,870.00	160,766.31	964,085.00	964,085.00	0.00	0.00
	Grand Total - Fund 3	272,865.40	275,031.45	445,226.10	619,870.00	160,766.31	964,085.00	964,085.00	0.00	0.00

Expense	Object	FY21 Actual	FY22 Actual	FY23 Actual	FY 24 Budget	FY24 Actual to Nov. 30	Department Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
RT.236 SEWER/WATER EXT. PROJECT										
Construction Projects	Engineering & Prof. Services	0.00	0.00	84,244.18		351,038.14				
Construction Projects	General Contractor Fees	0.00	0.00	744,106.78		3,698,777.40				
Construction Projects	Permitting	0.00	0.00	732.00		0.00				
		0.00	0.00	829,082.96	0.00	4,049,815.54	0.00	0.00	0.00	0.00
		0.00	0.00	829,082.96	0.00	4,049,815.54	0.00	0.00	0.00	0.00
	Grand Total - Fund 7	0.00	0.00	829,082.96	0.00	4,049,815.54	0.00	0.00	0.00	0.00
TIF DISTRICT										
Contract Svc	Legal Services	1,771.00	195.00							
Contract Svc	Consulting	156,491.17	260,807.00							
Contract Svc	Engineering	117,203.57	81,048.25							
Contract Svc Total		275,465.74	342,050.25	0.00		0.00	0.00	0.00	0.00	0.00
Sewer Construction Proj.	Due to Other Funds	0.00	0.00							
Swr Construction Proj. Total		0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Misc.	Due to Other Funds	84,153.00	228,552.50							
Misc. Total		84,153.00	228,552.50	0.00		0.00	0.00	0.00	0.00	0.00
		359,618.74	570,602.75	0.00		0.00	0.00	0.00	0.00	0.00
Capital Impr	TIF Swr Cap		669,000.00							
Capital Impr Total		0.00	669,000.00	0.00		0.00	0.00	0.00	0.00	0.00
		0.00	669,000.00	0.00		0.00	0.00	0.00	0.00	0.00
		359,618.74	1,239,602.75	0.00		0.00	0.00	0.00	0.00	0.00
	Grand Total Fund All Funds	17,417,952.68	18,477,486.26	19,033,684.41	24,319,878.82	14,253,925.97	8,711,125.08	21,519,342.41	0.00	0.00

Department	Capital Item	FY25 Request	Proposed Payment	FY26 Request	FY27 Request	Town Manager Proposed	Select Board Approved	Budget Comm. Approved
Fire Department								
	Structural Firefighting clothing	45,000.00	Reserves					
	Replace 2002 Utility Pickup		Borrow		75,000.00			
	Extrication equipment replacement		Reserves	50,000.00				
	Paint interior fire station update kitchen and training room		Reserves	20,000.00	15,000.00			
	Engineering study Fire Station upgrage		Appropriation	7,500.00	7,500.00			
	Replace chassis 2011 Tank Truck		Reserves	75,000.00	75,000.00			
	Truck mobiles, portables and fire station radio upgrade		Appropriation	35,000.00				
Police Department								
	Vehicles (2)			90,000.00				
	Equipment				60,000.00			
Public Works								
	Replace KW T-370 6 Wheel Dump		Reserves		140,000.00			
	Replace IH 73000 6 Wheel Dump		Reserves	190,000.00				
	Replace (2) GMC 3500 Pickup		Reserves	160,000.00				
	Replace 2020 Kubota L3010 Mower (Parks)		Reserves		16,000.00			
	Replace Transfer Station 2 Balers		Reserves	42,000.00				
	Repalce Transfer Station 1 baler		Reserves		25,000.00			
	Replace Transfer Station 1 Packer		Reserves	25,000.00				
	Replace Transfer Station 1 Packer		Reserves		25,000.00			
	Building for Baling		Reserves	50,000.00				
Community Service Department								
	Skating Rink Lighting Hammond	5,000.00	Reserves					
	Pond Structure Hammond	25,000.00	Reserves					
	Bleachers Frost Tufts	2,300.00	Reserves					
	Inclusive Playstructure Frost		Appropriation	135,000.00				
	(2) Shade Structures Frost		Reserves	8,500.00				
	Walking Track Frost		Appropriation	4,000.00				
	Resurface Basketball Courts Frost		Reserves	15,000.00				
	Resurface Tennis Courts Frost		Appropriation	40,000.00				
	(2) Smaller Pavillion Boat Basin		Appropriation	120,000.00				
	New Equipment (Tables, grills) Boat Basin	2,500.00	Appropriation			2,500.00		
	Security Equipment Boat Basin	25,000.00				25,000.00		
	Self Service Ticket System Boat Basin			31,000.00				
	Parking Lot Redesign			50,000.00				
	Playscape Repalcement Boat Basin							
Town Hall								
	Digitization		Appropriation	40,000.00	20,000.00			
	Voting Equipment	10,000.00	Reserves	10,000.00		10,000.00		
	Equipment/Furniture		Reserves	40,000.00				
		114,800.00	0.00	1,238,000.00	458,500.00	37,500.00	0.00	0.00

From: [Kari Schank](#)
To: [Michael Sullivan](#)
Subject: FY25 ECC Budget
Date: Thursday, November 30, 2023 7:59:16 AM

Dear Mike,

The ECC requests \$1520 for its operating budget for FY25. Per previous discussions, we are not providing a breakdown by line item for our budget but rather including a lump sum request to fund activities such as: education, dues, copies/postage and Johnson Lane road maintenance. In addition we are requesting that \$19,000 be added to the land bank for the reasons outlined below.

The Eliot Conservation Commission (ECC) is requesting \$19,000 for the land bank in FY25. Funding at current levels of \$5,000/year is not adequate to meet conservation goals identified in our town planning documents, the interests of the residents of this community, or the goals of partner regional conservation organizations. Towns that have seed money are much more successful at meeting conservation goals (matching grants, surveys, appraisals, etc...). If funded sufficiently, the land bank is just the tool Eliot needs to enable timely and strategic land conservation projects for the following reasons:

- **The citizens of Eliot continue to support land conservation.** In 2017, an advisory survey was included in the annual town meeting election (6/13/17) asking citizens if they “*generally favor setting tax money aside in the Eliot Land Bank Reserve for the purpose of land conservation – amounts to be approved annually at Town Meeting?*” Of 1242 votes cast, 878 voted yes (70%). This sentiment was recently reinforced through public engagement efforts in support of Eliot’s Comprehensive Plan Update. Our citizens overwhelmingly support (1) acquisition/permanent protection of land for conservation/open space; and (2) improvements to existing conservation and recreational lands. Without permanent protection, Eliot's open spaces and natural resources remain vulnerable to development pressures. Our town forests at Johnson Lane and York Pond are overdue for management actions needed to maintain and improve wildlife habitat,

forest health, public safety and recreation. Eliot needs to be strategically positioned to support conservation opportunities to protect our special places in response to community input. As it currently stands, the land bank is funded well below historic levels; at the same time, the cost for land acquisition has increased drastically.

- **Local and Regional Planning and Conservation Efforts.** The ECC expects that ongoing local planning efforts such as the Comprehensive Plan Update, Climate Vulnerability Assessment, and Open Space Plan Update will continue to underscore the need for near-term conservation actions. Additionally, regional planning efforts are focused on protection of land resources in vulnerable watersheds including the York and Piscataqua Rivers. With the recent designation of the York River as Wild and Scenic, we expect that more opportunities will be available to protect the headwaters of the York River, and we need to be prepared to meet these opportunities. Eliot contributes to water quality in the Piscataqua River, and opportunities are available through the Piscataqua Region Estuaries Partnership (PREP) has identified opportunities for land conservation and stewardship efforts that minimize degradation of the estuary. Eliot must be prepared to act now. Land conservation within these watersheds is essential to prevent pollution and provide ecological services that benefit natural and human communities, especially as we face a changing climate.

- **Land Trust Partnership.** Great Works Regional Land Trust (GWRLT) continues to complete tremendous work throughout the 5-town region it supports. However, Eliot lags behind our neighbors with less than 10% of our land set aside for conservation. Opportunities exist to increase this percentage but Eliot may not be currently positioned to support such efforts. We cannot afford to miss out. GWRLT has recently reached out to the ECC to request funds to support stewardship activities on conserved properties they maintain in Eliot.-. We have also discussed connecting the Goodwin Forest property (which GWRLT manages) with our Town Forest at Johnson Lane. Other conservation efforts are being pursued that will likely

require the contribution of matching funds. Eliot needs to be prepared to act on priority conservation and open space efforts.

Land protection is one of the best investments that a community can make. A well-funded land bank strategically positions Eliot to support land conservation projects and respond to citizen input. As such, the ECC requests that our recommendation to add \$19,000 to the land bank be put before the citizens of Eliot to decide at the town meeting in June.

Respectfully,

Kari Moore, ECC Chair

Sent from my iPhone

Memo

Eliot Aging in Place Committee (AIP)

To: Michael Sullivan
From: Ellen Ceppetelli, AIP Chair
Date: November 16, 2023
Re: AIP Committee Budget Request for 2024-25

As the AIP Chair, I request funds of \$2,000 to support the implementation of the committee priorities for the 2024-2025 fiscal year.

During this time, the AIP will continue initiatives developed to meet the goals set in the Action Plan and the recent initiative to create a more dementia inclusive community. These include materials for the live Creative Connections sessions, the art support group for older adult; development and distribution of the AIP Monthly Newsletter; maintenance of the AIP Facebook and Instagram pages; maintenance of the perennial gardens at the Eliot Boat Basin; and replacement of games and puzzles at the William Fogg Library. Financial support is needed to refresh art supplies; create and mail newsletters to residents without e-mail access; continue perennial plantings; sponsor public events and recruit and reward volunteers. AIP will continue its deliberate presence at town events as listening to our neighbors has assisted us to understand and advocate for needed change.

The Technology Costs line item covers the annual fees associated with Canva (graphic design platform), Constant Contact (email marketing), and Google Online Cloud Storage.

Additional support under the Program and Activities line item is requested to assist in expanding volunteer recruitment and celebrating volunteer accomplishments. The success of 10-week Chair Yoga offering is evidence that Eliot residents are interested in participating in wellness activities offered at the town offices.

AIP will continue to explore funding opportunities within the AARP Age Friendly Network, the Maine Community Fund and other external resources. The itemized budget request for is presented below.

Aging in Place Committee Itemized 2023-2024 Budget

Creative Connections Supplies	\$ 300
Newsletter Printing and Mailings	\$ 300
Outdoor Spaces Maintenance	\$ 300
Volunteer Recognition	\$ 100
Photos and Supplies	\$ 200
Programing/Activities	\$ 500
Technology Costs	\$ 300
Total	\$ 2000

**Eliot FY24-25 Budget
Town Planner Initial Request**

Preliminary – Planning Board Budget Items only

Jeff Brubaker, AICP JSB

October 24, 2023

Planning Board (PB)

- **Seek PB’s recommendation on budget level. Current level is \$25,000.**
- As with previous fiscal years, PB application review workload remains heavy. The PB had various tasks that required significant meeting time during CY2023, including ordinance amendments (e.g. LD2003/Housing), complex subdivision review, and other application review.
- At the start of FY24-25, the Comprehensive Plan Update is expected to be in final draft form to be reviewed at a proposed Special Town Meeting in Fall 2024. The Planning Board may have some Comprehensive Plan work to do in July-October 2024. The Comprehensive Plan Committee has expressed a preference (10-18-23 meeting) for having a Special Town Meeting to consider plan approval, instead of inclusion in a Town Election warrant, so the costs of holding the Special Town Meeting should be budgeted in the appropriate part of the budget.
- Significant work on ordinance amendment development is expected for the November 2024 Special Referendum Election and June 2025 Town Meeting/Referendum. Expected ordinance amendment topics include:
 - Zoning updates along Route 236 in conjunction with the implementation of the Route 236 Water-Sewer Project – this will be critical assuming project completion and operation of the extended services beginning in early 2025.
 - Low-Impact Development (LID) practices for stormwater management
 - This could be June (current fiscal year) or November 2024, but likely we will be required by the MS4 Permit to be no later than end of 2024. There are still some variables at the state/MaineDEP level that may delay the deadline into 2025, but we should expect to have it on a warrant/ballot in 2024.
 - Implementation of short-term recommendations for ordinance amendments in the updated Comprehensive Plan
 - Climate change resilience – as the Town begins its Climate Vulnerability Assessment
 - Consideration of a development impact fee program
- An estimated \$11,600 in Planning Board application fees and escrow payments to cover third-party reviews was collected in FY22-23 (this may not include all fees collected). Through the first 3 months of FY 22-23, \$1,575 in fees were collected. These fees partially offset the cost of application review, such as public notice costs and staff time, but the fee revenues are not credited to the PB budget although those costs are debited from it. With the Select Board now empowered in the Town Code to set and adjust the fee schedule, it is recommended that fees that no longer provide cost recovery (e.g. \$175 for a public hearing) are considered for adjustment.

- **Training for Planning Board members**
 - Estimated allocation for trainings: up to 2 paid trainings per PB member, 5 members,
\$50/training = **\$500**

Recommended annual stipend for PB members

I recommend that the Town consider establishing annual stipends for PB members. The stipends would serve as partial compensation and a token of appreciation for the substantial time and effort that goes into reviewing applications, helping write and review ordinance amendments, and other activities. The PB typically meets twice per month – if not more frequently – and often reviews hundreds of pages of materials each month.

The recommended stipend structure is as follows:

- **\$1,000** after 12 months of service for each regular member (5)
- **\$500** after 12 months of service for each alternate member (2)
- Would require that members not have “excessive absence” as defined by Section 2-104(d) of the Town Code and referenced in PB bylaws.
- **Total annual stipend budget: \$6,000.**

If the Town wishes to establish these stipends, I suggest that the Town’s Legal Counsel weigh in on whether a Town Charter revision or amendment, and-or an amendment of Chapter 2 of the Town Code, would be necessary to enshrine them.

Town Planner training and membership dues

- Estimated APA/AICP and Northern New England Chapter of the APA (NNECAPA) dues for Town Planner: **\$575** (\$560 in CY 2023)
- 2024 NNECAPA Conference (Stowe, VT; October 2024)
 - Estimated full conference registration: **\$425**
 - Estimated lodging expenses (\$200/night for 3 nights): **\$600**
 - Estimated mileage reimbursement (370 miles roundtrip at 65.5 cents/mile): **\$250**
 - Estimated amount for additional meals not provided at conference: **\$100**
- 2024 Maine Association of Planners Conference (May 2024)
 - Estimated full conference registration: **\$200**
- The above is not intended to be an exhaustive list of training but to inform the Town Manager’s training budget.

Impact Fee and TIF Study

- Impact fees are fees “assessed on new residential, commercial and industrial development to offset the cost of additional municipal infrastructure made necessary by the development” (MMA 2000)
- Potential uses include (30-A MRSA 4354):
 - Waste water collection and treatment facilities;
 - Municipal water facilities;
 - Solid waste facilities;
 - Public safety equipment and facilities;
 - Roads and traffic control devices;
 - Parks and other open space or recreational areas; and
 - School facilities
- Definition in statute (30-A MRSA 4301): “...a charge or assessment imposed by a municipality against a new development to fund or recoup a portion of the cost of new, expanded or replacement infrastructure facilities necessitated by and attributable at least in part to the new development.”
- Impact fees cannot be used for non-capital costs, such as operations and maintenance, managing existing deficiencies, or facilities that will not serve the new development (State Planning Office 2003)
- Requirements for establishing impact fees (MMA Info Packet 2018)
 - Established by an ordinance consistent with Comp Plan
 - “reasonably related to the development’s share of the cost of infrastructure improvements made necessary by the development”
 - “segregated from the municipality’s general revenue”
 - “consistent with the capital investment component of the municipality’s comprehensive plan and according to a fee schedule”
 - Refunded if fee or portion thereof exceeds actual costs
- Support for Impact Fees in current Comp Plan (2009)
 - **Survey Question 14:** Should developers pay impact fees to offset Town services? Yes (86%); No (7%)
 - “The town may need to explore all possible financing options for additional facilities as well, including impact fees...”
 - TIF projects “can be combined with other sources of funds (from the state, impact fees or other sources) to help pay for infrastructure.”
 - Future Land Use Policy 3, Strategy 6: “Develop local sources of funding for a conservation acquisition program in Eliot with a focus on developing and maintaining an open space fund through various mechanisms to be considered...Development of a conservation impact fee”

- Economy Policy 2, Strategy 2: “If public investments for economic development are envisioned, identify the mechanisms to be considered to finance them ([e.g.] impact fees, etc).”
- Transportation Policy 2, Strategy 1: “Develop a transportation impact fee system.”
- Outdoor and Active Recreation Resources Policy 2, Strategy 3: “Consider an impact fee on new residential development for purchasing needed recreational facilities and open space based on needs identified through an assessment of facilities and standards described in policy 2, strategy 1 above.”
- Public Facilities and Governmental Services Policy 2, Strategy 4: “Examine grants, user fees, impact fees, off-site improvements through the development approval process and other methods to help augment town capital planning efforts”
- The Eliot Conservation Commission has recommended that the Town establish better protections for wetlands and a compensation/mitigation structure for when wetlands are impacted. The Town’s shoreland zoning only protects larger contiguous freshwater wetland systems and coastal wetlands; many smaller freshwater wetlands are not regulated by shoreland zoning, only DEP through NRPA.
- The study would have five objectives:
 - Inform the Town in setting impact fee levels for allowable impact fee categories, based on the Town’s updated Comprehensive Plan, Capital Improvements Plan, and other applicable resources.
 - Estimate reasonable prorated amounts that the Route 236 TIF District could contribute to TIF-eligible capital improvements where there is a partial benefit to the TIF District but a partial benefit outside the TIF District. For example, the study could estimate the percentage of traffic volume for a certain intersection that serves TIF properties, and estimate the TIF district’s allowable share for improvements to that intersection.
 - Recommend a local wetland regulation program that dovetails with shoreland zoning, DEP regulations and shoreland zoning guidelines, and the proposed impact fee program. The regulation program should consider the framework of avoidance, minimization, mitigation, and compensation, with the compensation element dovetailing with the proposed impact fee program.
 - Develop draft ordinance amendments to implement the above recommended programs, to be reviewed by the Town Planning/Code office, Town Attorney, Planning Board, Conservation Commission, Select Board, and other stakeholders
 - Develop administrative recommendations to effectively implement the program, including how to include the program in the budget, any additional staffing needs (e.g. FTEs), etc.
- Request: **\$70,000** in FY24-25 budget for impact fee and wetland portion, **\$30,000** from TIF to pay for TIF portion. **Total: \$100,000**



A better tomorrow starts **today.**

SUBSTANCE USE	MENTAL HEALTH
OUTPATIENT	RESIDENTIAL

P.O. Box 1360- 86 Tandberg Trl.
Windham, ME 04062

Town of Eliot
1333 State Road
Eliot, ME 03903

Re: Budget Request

Dear Eliot Select Board,

Day One One's mission is to improve the health of Maine by providing substance use, mental health, and wellness services to youth and families. We provide a full continuum of substance use and mental health services designed to reconnect individuals, youth, and families to paths of healing and recovery.

We don't currently serve any individuals from Eliot. However, certain services such as our Youth Residential Treatment Centers, are the only of its kind in Maine therefore referrals come from all over the State for these programs.

We would like to kindly request \$1,000 to support Day One's Youth Substance Use and Mental Health programs.

Thank you for your consideration.

With appreciation,

A handwritten signature in black ink that reads "Gregory Bowers".

Gregory Bowers
Chief Executive Officer



CORNERSTONE VNA
HOME • HEALTH • HOSPICE

Trusted Care since 1913

Michael Sullivan, Town Manager
Town of Eliot
133 State Road
Eliot, ME 03903

July 19, 2023

Dear Mr. Sullivan,

I am pleased to submit this letter to request funding from the Town of Eliot. For many years, we have received generous financial support from many of our service area towns and cities to help us offset the costs of providing home care, hospice care, palliative care, and community services to residents in need. As one of the 43 municipalities within our service area, we respectfully ask for your consideration for funding in the amount of \$5,374 for the upcoming Fiscal Year 2024/2025, which is based upon the 2020 town census of 6,717 at a per capita rate of \$0.80. For the most recent calendar year, Cornerstone VNA provided services to over 4,400 patients, which includes 90 Eliot residents.

2023 marks the 110-year anniversary of Cornerstone VNA. It has been remarkable to reflect on our history and uncover interesting facts and news articles highlighting Cornerstone VNA's journey. A common theme throughout our history is the recognition of donors, businesses, and municipalities who have supported our work since the very beginning. We wouldn't be here today without our passionate leaders, staff, and generous supporters who have been with us through many milestones. These include our last merger in 2000, the incredible growth in our staffing and service area, advancements in technology, and the addition of important programs and specialized services to meet the needs of our communities.

Since moving beyond the COVID-19 public health crisis, we have excitedly returned to in-person programming and events. Our monthly Caregiver Cafés, in collaboration with our local libraries in Dover, Farmington, and Strafford, are going well, and we recently returned to our annual Caregivers Connect event to further support our local family caregivers. Also, our educational programming and "Matter of Balance" classes for local community groups are back in full swing. We have increased behavioral health training for our team to provide improved support to our patients, and three of our physical therapists recently received vestibular certification to help our patients manage dizziness and balance issues.

We pride ourselves in going above and beyond for our patients, and our community programs and specialized services would not be possible without our generous supporters. As a nonprofit, the financial support we receive also helps us to provide free care to uninsured residents of Farmington, and we are proud to continue to be here to support their health care needs, from birth through end of life. I hope the Town of Eliot will consider supporting Cornerstone VNA, which is key to keeping our organization strong and gives us the ability to be an important resource for your residents and businesses. Thank you for your consideration.

Sincerely,

Julie Reynolds, RN, MS, President/Chief Executive Officer



FISCAL YEAR 2022-2023 REQUEST FOR FUNDING TO: Town of Eliot

FROM: Southern Maine Agency on Aging

Date: December 11, 2023

2023 REQUEST AMOUNT: \$2,000

The Southern Maine Agency on Aging – What do we do?

The Southern Maine Agency on Agency's mission is to improve the quality of life for older adults, adults with disabilities and the people who care for them. For over 50 years, the Southern Maine Agency on Aging (SMAA) has provided residents of York and Cumberland counties of Maine with resources and assistance to address the issues and concerns of aging. The programs and services at SMAA are designed to foster independence, reduce the burden on families and caregivers and promote an active and healthy lifestyle for individuals as they age.

Our programs address basic human needs like nutrition, socialization, access to available benefits and services, and improving the health and wellbeing of thousands of Mainers. Our mission has never been more vital, and SMAA relies on the dedication of a 58-person staff and more than 400 active volunteers to provide its many services like Meals on Wheels, adult day programs at the Sam L. Cohen Center, family caregiver support, Agewell classes and support groups, and Medicare counseling.

How do we serve Town of Eliot Residents?

Last year, **172** Eliot residents received the following support and assistance from SMAA valued at **\$47,146**:

- **25** Eliot residents received assistance through the SMAA's Information and Resources program - staffed by Resources Specialists and Social Workers who work with seniors and their families by phone or in-person to provide information and support, and to increase access to available benefits. Those residents experienced **40** contacts with SMAA staff;
- **43** Eliot residents received case management services from Resource Specialists and Social Workers. Staff assisted in connecting these residents to services such as coordinating transportation and appointments as well as application assistance. These meetings included

direct assistance, a comprehensive needs assessment, and may include home visits. Staff provided **53** hours of support;

- **20** residents received Medicare and other insurance counseling. In addition to helping choose the best coverage for each individual, Agency volunteers assisted in saving participants hundreds and often thousands of dollars on yearly insurance and prescription costs;

- **10** residents participated in SMAA's Community Café and/or "As You Like It" congregate dining programs through which they received **77** affordable and nutritious meals, and socialized, helping to reduce their risk of isolation and loneliness.

- **2** Eliot residents participated in **15** Agewell Program classes designed to help participants reduce their risk and fear of falls, and live healthier lifestyles;

- and **46** Eliot residents, who are temporarily or permanently homebound and who cannot shop for or prepare meals on their own, received **3,196** home-delivered meals, safety checks, and vital socialization through the Meals on Wheels and Simply Delivered for ME programs.

Why is this work important?

SMAA continues to see a heightened need for services during this tumultuous time. Even as clients return to in-person activities, the impact of social isolation and loneliness will continue to fuel a demand for SMAA's services. Just like our local hospitals and other institutions have had to scale up their capacity to serve the increased medical and other needs in our communities, SMAA must remain poised and positioned to help vulnerable older adults stay safe and healthy at home.

We know that the needs of older adults are becoming more critical and complex. Our programs aim to increase access to knowledge, information, and resources for vulnerable senior populations in our region who are challenged by food insecurity, social isolation, financial strain, and physical and mental health decline.

Recently, SMAA connected with Deborah* through the Information & Referral hotline. Deborah has a host of medical issues, very limited resources, and whose only natural support is her husband, whose health is suffering. Deborah called us because she was struggling with hunger; she was completely out of food, had no food stamps, and was homebound with nobody to go to the store for her. SMAA's staff were able to connect Deborah with immediate food assistance that day. We delivered emergency meals to Deborah and did a full needs assessment at her home by a licensed SMAA social worker. She now receives regular nutrition support for both her and her partner, and is signed up for food stamps. Additionally, Deborah has been connected with additional resources like SMAA's Phone Pal program, which provides telephonic assurance. The full needs assessment SMAA completed allows us to monitor her health, progress, and well-being.

Sadly, Deborah's case is one of thousands that our team encounters each year. As the needs of older adults become more complex and more urgent, SMAA relies on the generosity of friends like the Town of Eliot to preserve and provide critical services for older and disabled Mainers and their caregivers who so desperately need our help.

*Name has been changed to protect client confidentiality.

Request for support:

SMAA will be relying on the continued support of partners like the Town of Eliot to help respond to and meet these growing needs of our older friends, family, and neighbors. This year, we are asking the Town of Eliot to consider a contribution of \$2,000 in unrestricted support to help SMAA meet the ever-evolving and increasing needs of older and disabled Eliot residents and their caregivers.

THANK YOU FOR YOUR CONSIDERATION OF THIS REQUEST. PLEASE CONTACT

MEGAN WALTON, CHIEF EXECUTIVE OFFICER AT

207-396-6500 WITH ANY QUESTIONS.

December 27, 2023

Jeff Brubaker, Town Planner
Town of Eliot
1333 State Rd
Eliot, ME 03903



Please consider this the official annual request to appropriate **\$3,500 for fiscal year 2025** for dues and membership to the Eastern Trail Management District (ETMD) for continuing trail building and maintenance.

The Eastern Trail is southern Maine's premiere long-distance transportation and recreation greenway. It plays an essential role in fostering healthy and connected communities now and in the future. In fact, an economic impact study completed in 2021, in partnership with Southern Maine Planning and Development Commission, revealed that the 250,000 annual users of the trail generate \$46 million in annual economic benefits in southern Maine. This tremendous impact will only increase as new trail is blazed through our ongoing trail-building campaigns.

We have completed feasibility work for a new section of trail between Kennebunk and North Berwick. This project will create trail access immediately adjacent to Kennebunk Savings Bank Corporate Headquarters in Kennebunk and Pratt and Whitney on Route 9 in North Berwick. The next step is to invest up to \$910,000 of funding, from federal sources as well as from the Eastern Trail Alliance, for engineering design for this 11-mile section of proposed new trail.

We are currently completing trail feasibility work between the proposed trail head adjacent to Pratt and Whitney and the intersection of Routes 236 and 91 in South Berwick, a distance of roughly 8 miles. And, we have kickoff feasibility work to study the possible paths the trail can take from the Berwicks to the New Hampshire border, a 16-mile section that includes North and South Berwick, Eliot, York, and Kittery.

In addition to these crucial trail-building campaigns, we are also focused on stewarding and maintaining the existing off-road trail. Your financial support ensures our ability to maintain and repair the trail. As more severe and unseasonal weather events occur this ongoing monitoring and maintenance work is critical for ongoing multi-season trail use and the safety of our communities.

Thank you in advance for continuing your support of the Eastern Trail in FY 2025. Your financial support is critical to ensuring the Eastern Trail remains a high-quality recreation and alternative transportation amenity to each of the communities it passes through. Please do not hesitate to reach out if you have any questions or require additional information.

Sincerely,

Chelsey Berlin
Executive Director
Eastern Trail Alliance/Eastern Trail Management District

PO Box 250, Saco, ME 04072
Office Line: 207-248-9260
Questions/Concerns: patti@easterntrail.org

From: [Cindy](#)
To: [Michael Sullivan](#)
Subject: Eliot Festival Budget request letter
Date: Tuesday, November 21, 2023 9:58:24 AM

Eliot Festival Day Committee
P.O. Box 490
Eliot, ME 03903

November 21, 2023

Michael Sullivan
Town of Eliot Manager
1333 State Road
Eliot, ME 03903

Dear Mr. Sullivan,

The Eliot Festival Day (EFD) Committee, a social service agency, respectfully requests \$2,000 in the FY25 budget.

The Committee works to organize and produce the town festival and 5K road race. An annual tradition since 1980, Eliot Festival Days strives to engage kids, families, and adults with fun events, live music, parades, and vendor marts, to celebrate community and promote the well-being of all Eliot's residents.

The Town's funding coupled with sponsorships and support from local businesses enable these events to be offered at no charge to participants. This year, sponsorships and business support of the 42nd Eliot Festival Days and 5K Road Race totaled over \$14,350 in cash and over \$4,900 of in-kind support.

Every year, the Committee names specific local charities as recipients of the proceeds from the Festival and 5K. This year, Table of Plenty and the Town of Eliot Fuel Assistance Fund will receive the proceeds of the 42nd Eliot Festival Days. The amount of the awards are pending action by the Committee. Last year, Footprints Food Pantry and the Town of Eliot Fuel Assistance Fund were awarded \$5,650 and \$1,000, respectively, from the proceeds of the 41st Eliot Festival Days.

The goods and services needed to stage the Festival and 5K Road Race are predicable, but some costs are up dramatically, like liability insurance, bus transportation, and porta-potties. Revenues, consisting of race entry fees, booth fees, and Town funding, are stable. Revenues cover most but not all of the costs to put on the Festival and 5K. It's the money raised through sponsorships that allows the Committee to support charitable organizations.

The Town's funding is the seed money to get the process started.

Thank you for your consideration.

Cindy Waters
Co-Chair
Eliot Festival Day Committee



37 Old Post Road
Kittery, ME 03904

July 13, 2023

Town of Eliot
1333 State Road
Eliot, ME 03903

Dear Mike and the Town of Eliot,

On behalf of Footprints Food Pantry, we are grateful to the town voters for approving the 2023 budget request of \$12,000.

Footprints is currently serving 165+ households a week and is seeing the highest number of individuals seeking assistance in the past thirty years.

We are appreciative of the contribution of Eliot voters and want to share that we are currently serving a family of four for approximately \$4,044 / year in groceries and personal care products. Our spending is 62% lower than the State of Maine average for a family of four.

Summer months are a particularly difficult time for food pantries as contributions are much higher during the holiday season. With that, we would like to respectfully request a check for this year's request as soon as you are able.

Thank you to the town of Eliot for supporting our efforts.

Respectfully,

A handwritten signature in black ink that reads "Megan Shapiro-Ross".

Megan Shapiro-Ross
Executive Director
Footprints Food Pantry

From: [Michael Sullivan](#)
To: [Rosanne Adams](#)
Cc: [Tracey Graffam-Dickson](#)
Subject: FY 25 Budget
Date: Monday, November 20, 2023 3:37:00 PM

Roseann, Tracey

I hope this email finds you well.

I am putting together the FY 25 budget requests. You requested \$3,500 for FY 24 and FY 23, (\$2,500 FY 22). If you could submit your request in the next few weeks, it would be appreciated.

As is the case with all agencies or departments if you are asking for a sizable increase, please submit an explanation for the increase. The memo will be supplied to the Select Board and Budget Committee, as well. If you would like to discuss the process or your submittal, please feel free to contact me (information below).

Thank you for all your efforts!

Mike

Michael J. Sullivan
Town of Eliot, Manager
1333 State Road
Eliot, Maine 03903
townmanager@eliotme.org
207.451.1205

October 2023

Dana Lee, Town Manager
Town of Eliot
1333 State Rd
Eliot, ME 03903



Greetings,

Maine is a special place with hundreds of communities scattered along the coast and further inland, on small islands and tucked along mountain roads. It often feels like one small town, where people know one another, are committed to this place and to their neighbors, work hard, contribute what they can, and enjoy and take pride in the rugged landscape.

At LifeFlight of Maine, we are committed to being there for Maine, and for your community, when you need us. We have four teams standing by 24 hours a day, seven days a week, ready to bring ICU-level care to the point of need. Our teams are prepared to respond rapidly with a top speed of nearly 175 miles per hour. Our highly skilled clinicians and our state-of-the-art aircraft give patients their best chance on their worst day.

We are grateful for every single family that entrusts us with caring for their loved ones. We are grateful to the police and fire departments, emergency medical services, and hospitals who work alongside us in caring for patients. LifeFlight is one important link, among many, in the chain of survival for those who are critically ill or injured. That is as true today as it was when we began 25 years ago.

We are also grateful for each and every community in Maine and the incredible support we continue to receive for our life-saving mission. Since 1998, we have transported more than 37,000 patients, including residents of every single Maine city, town, plantation, and community. **Since 1998, we have transported 21 residents of Eliot, with 2 in the last year.**

Each year, we reach out to all municipalities in the state to invite them to **support our Community Giving Campaign** to ensure that LifeFlight teams can continue to answer the call for help today and for years to come. Since 2006, 266 communities have contributed a total of \$840,000. Each one of these gifts is an acknowledgement from these Maine communities that they understand and appreciate the vitally important and unique role that LifeFlight plays as a connector in the state's increasingly fragile healthcare system. **This year, we hope Eliot will help us reach our goal of having every municipality in Maine participate in our Community Giving Campaign. Please consider a gift of \$1679.25, which is based on a rate of \$0.25 per capita.**

LifeFlight is a nonprofit charitable organization that depends on logistical and philanthropic support across Maine. Communities like yours make our work possible. Together, we ensure people have access to the care they need when they need it, and we are grateful for your partnership and commitment.

Enclosed you'll find FAQs and supplemental information about LifeFlight, a map of Maine transport locations, and a map of Maine communities that have supported us. **Please contact Ashley MacMillan at The LifeFlight Foundation at amacmillan@lifeflightmaine.org or 207-357-5508 with any questions.** If you need additional information or a specific town application form is required with this request, please let us know.

Sincerely,

Joe Kellner
Chief Executive Officer
LifeFlight of Maine

Ashley MacMillan
Director of Annual Giving
The LifeFlight Foundation



Celebrating 25 years of safely caring for and transporting the people of Maine.

PO Box 859, Augusta, ME 04332 | (207) 230-7092 | www.lifeflightmaine.org



Ten Facts and Frequently Asked Questions about LifeFlight

- 1. LifeFlight is a private non-profit charitable organization with a public mission serving all of Maine.** We care for all patients regardless of insurance status or ability to pay for care with helicopters based in Bangor, Lewiston, and Sanford, a fixed-wing airplane based in Bangor, rapid response vehicles, and specialized ground ambulances. In FY2023 LifeFlight provided \$1.7 million of care to patients without insurance or the means to cover the cost of care, as well as significant discounts for Medicare and MaineCare patients.
- 2. In FY23, 2,468 patients were transported from 124 Maine communities,** islands, and unorganized townships—about 1 patient every 3.5 hours. LifeFlight has cared for more than 37,000 patients since September 1998.
- 3. What is the Community Giving Campaign?** Each year in the Fall, LifeFlight reaches out to every community in the state to ask for support. The request includes a suggested donation based on population; a \$1.00 per capita rate for towns that have up to 1,000 residents; a \$0.50 per capita rate for those with up to 2,000 residents; and a \$0.25 per capita rate for all others, with asks typically capped at \$2,000. The average gift size in 2023 was \$596, and some towns give generously beyond what they are asked.
- 4. How is LifeFlight funded?** LifeFlight operates much like a hospital emergency department, taking care of all patients and billing insurance companies. We contract with most major commercial insurance companies and participate in the Medicare and Medicaid programs. Most of our operational expenses are covered by patient fees, but we rely on the LifeFlight Foundation to support the purchase of new aircraft, medical equipment, infrastructure improvements, and to provide clinical education around the state.
- 5. LifeFlight helicopters, the airplane, and specialty ground vehicles are equipped as fully functioning mobile intensive care units.** LifeFlight’s critical care teams bring the trauma center intensive care unit level care-- skills, medical technology, pharmacy, blood, and more -- directly to a patient’s side.
- 6. What types of patients do we transport?** Critically ill or injured patients of all ages needing specialized care beyond what can be provided by local hospitals - including premature infants, cardiac and stroke patients, complex traumatic injury, organ transplant, sepsis, burns, and serious obstetric complications. We use strict medical utilization criteria to make sure all flights are medically necessary. Emergency medical providers are guided by state-mandated protocols based on the latest research and best practice.
- 7. About 92% of patients are transported from community hospitals to major specialty centers, and 8% are transported directly from the scene of an emergency -** roadsides, woods, mountains, and islands. While most patients are transported to EMMC, MMC and CMMC, about 10% of patients are transported to Boston and beyond for specialized care not available in Maine.
- 8. LifeFlight is lean.** We are among the most efficient providers in the world, we pay close attention to costs, maintaining a very small administrative team that results in some of the lowest costs and charges in New England and the country. We balance this with our goal of being in the top decile internationally for quality of care.
- 9. LifeFlight’s costs and charges are the lowest in New England and among the lowest in the country.** The average charge for a LifeFlight transport is around \$20,000. Other provider charges across New England and the northeast range from around \$27,000 for non-profits providers to \$60,000-\$80,000 from for-profit air medical companies. LifeFlight participates with most major commercial insurance companies as well as Medicare and MaineCare, with the goal of avoiding any “surprise bill” to patients.
- 10. What other benefits to our town and region does LifeFlight provide besides critical care and transport?** We provide local critical care training to medical providers in specialized areas such as traumatic brain injury and pediatric trauma, critical medical diagnosis, and treatment. We also support weather systems, hospital helipads, and advanced aviation navigation systems across the state.

MaineHealth

CARE AT HOME

November 9, 2023

Michael Sullivan, Town Manager
Town of Eliot
1333 State Rd
Eliot, Maine 03903

Dear Mr. Sullivan:

MaineHealth Care at Home appreciates this consideration for funding in fiscal year '24-'25. In the past, the Town of Eliot has provided funding to support its residents in need of home health and community care services. The funds were directly allocated to our Compassionate Care Program, which supports care for those who lack or insurance or are otherwise unable to pay for services. We are grateful for this support and respectfully request that the Town consider a contribution of \$900 to help offset this year's charity and uncompensated care of \$960.

History

On May 1, 2016 HomeHealth Visiting Nurses joined with Kno-Wal-Lin Home Care & Hospice and Waldo Home Health & Hospice. Our founding organizations have more than 100 years of experience in serving our local communities with commitment and excellence. Today, MaineHealth Care at Home maintains its commitment to strengthening home health and hospice care for patients throughout an expanded service area. MaineHealth Care at Home (MHCAH), is a licensed 501(c)(3) not-for-profit organization, and a leading provider of home health and hospice services in an expanded service area that includes Cumberland, York, southern Oxford, Lincoln, Waldo, and Knox Counties.

Program Services

Our home-based healthcare services which include skilled nursing, physical, occupational and speech therapies, home health aides, counseling, and palliative care allow patients and families to receive necessary and cost-effective health care in the comfort home. In addition, our presence in the home allows clinicians to identify and address needs such as fuel assistance or inadequate food and nutrition and potential abuse or neglect.

In the MidCoast region, we offer hospice care for patients seeking comfort, relief and dignity at the end stages of life. These services are delivered in the home, assisted living centers, nursing homes, hospice facilities or hospitals. In addition, we operate the Sussman House, an in-patient hospice facility located in Rockport Maine, providing compassionate care and symptom management in a tranquil, home-like setting. Our agency continues to see a bulk of the home health referrals from local MaineHealth system hospitals including Maine Medical Center, Southern Maine Health Care, Pen Bay Medical Center and Waldo County General Hospital.

MHCAH is the lead provider of home based pediatric services. Our Skilled Pediatric Program provides a full range of home health services to medically fragile children, many of whom are facing the challenges of cancer or other serious diseases.

Agency Highlights-

COVID-19 Since the beginning of the COVID-19 pandemic, MaineHealth Care at Home has played an active and involved role in the health system with respect to home health care. With public health restrictions significantly limiting the availability of services within facilities, home health care has offered a safe and effective alternative for many patients in need of direct, skilled care. MaineHealth Care at Home has serviced a census of COVID-positive patients since May of 2020, ensuring an effective continuity of care for patients discharged from other sites and limiting the incidence of viral spread within hospitals and other congregate settings.

Funding Need

As a not-for-profit home health care organization, we have the privilege and responsibility of serving those patients who might otherwise not receive necessary health care. Our position within the MaineHealth family is unique, as we have retained our own Board of Directors and function under our own budget. As such, we are self-reliant financially, and depend on philanthropic gifts, municipal contributions, and other sources to deliver on our promise to care for our diverse set of patients across our service area.

Each year, town contributions allow us to provide free and reduced fee health care to residents who lack insurance or other resources to pay for care. Town funds help us leverage funding from other municipalities, community foundations and United Way organizations.

As the enclosed statistical summary indicates, we cared for 9 residents last year, for a total of 157 visits and tests. Our commitment to serving Eliot remains strong. We continue to seek and receive referrals from area hospitals, assisted living facilities and physician offices. In delivering this care, we provided \$2,284 of charity/uncompensated government care to residents of Eliot.

Please feel free to reach out to me with any questions. On behalf of the patients in your town who will benefit, thank you for your consideration and generous support over the years.

Sincerely,



Roy Garland
Marketing & Development Coordinator

MaineHealth Care at Home					
24 - '25 Request					
Eliot					
Prior Year Appropriation	\$	-			
Proposed Appropriation -- Uncompensated Cost of Care	\$	960			
<i>SERVICES TO THE COMMUNITY</i>					
	Residents Served	Number of Visits/Days/Tests	Total Program Cost	Community Charity Care	Uncompensated Mainecare Costs
Home Health Care (Visits)	9	157	\$ 35,472	\$ 133	\$ 827
TOTALS	9	157	35,472	\$ 133	\$ 827



Mainspring
% Fair Tide
15 State Road
Kittery, ME 03904

July 13, 2023

Town of Eliot
1333 State Road
Eliot, ME 03903

Dear Mike and Town of Eliot,

On behalf of the Mainspring initiative, we are grateful to the Town of Eliot voters for seeing our vision, the strategy and the sound reasoning for the development of Mainspring.

We are hopeful and excited for the strengthening of the community via this collaborative venture and we would like to respectfully request this year's budget request amount of \$50,000.

We would also be very happy to share our initiative, plans, strategy and vision with any town member interested in learning more or getting involved in this comprehensive and strategic approach to supporting our community.

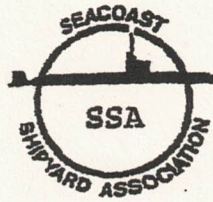
Thank you so much for the support of the Town of Eliot.

Respectfully,

A handwritten signature in black ink that reads "Megan Shapiro-Ross". The signature is written in a cursive, flowing style.

Megan Shapiro-Ross and Emily Flinkstrom
Mainspring Collective

Alana Schaeffer
Chairman
www.saveourshipyard.org
seacoastshipyard@metrocast.net



Seacoast Shipyard Association

PO Box 1123
Portsmouth, NH 03802-1123
EIN 02-0265756

September 15, 2023

*Request letter FY 24
Budget was set in June*

Michael Sullivan, Town Manager
Town of Eliot
1333 State Road
Eliot, ME 03903

Dear Mr. Sullivan,

The Seacoast Shipyard Association is a non-profit organization of individuals, businesses and communities dedicated to the continued existence of the Portsmouth Naval Shipyard and maximizing opportunities for its growth as a center of excellence in marine development. We are working to promote expansion of the Shipyard into non-traditional maritime endeavors and a potential global role in support of the Seacoast community, the Navy, and the nation. To maintain this vital role for the nation, our Shipyard has identified the need to grow. We are working with local businesses, the Shipyard, and local schools to bring that talent into the Shipyard from our communities. We need to continue to support job opportunities, outreach programs, and other events to ensure the health and welfare of Seacoast communities and the defense of our Nation.

As an Association, we see that it is vital to continue this support in today's world. We continue to fulfill our obligation as the liaison between the Shipyard and the Seacoast for the good welfare of our communities. We represent the Seacoast's interest by ensuring the importance of the Portsmouth Naval Shipyard to the nation's security and that its interest is properly portrayed to our Congressional Representatives in the House and Senate.

Your financial support, along with individuals, businesses, city, and town governments is essential to the Shipyard's health and future. It is only through this support that we are able to maintain the Seacoast Shipyard Association during periods when there is no obvious crisis threatening the Shipyard.

Please consider this as the Seacoast Shipyard Association's annual request for a ²⁰²⁵2024 budget allocation from the Town of Eliot in the amount of \$500.00. The CY 2022 payroll for the Portsmouth Naval Shipyard was \$663,523,786. The State of Maine had 4,263 paid employees at the Shipyard totaling an annual payroll of \$371,966,358. The Shipyard employed 309 Eliot residents constituting an annual payroll of \$28,604,067. The amount of financial support requested from this organization represents only \$1.62 per Eliot resident employed at the Shipyard. (The Shipyard payroll data for CY 2023 will be released in 2024)

Enclosed is the Portsmouth Naval Shipyard Economic Impact Report for CY 2022; the Seacoast Shipyard Association's Balance Sheet; Income and Expense Statement; and most recent Monthly Financial Report.

We hope you still view it as an investment for the future and will continue to support us as we move into the years ahead. Your support is greatly appreciated and vital to our continued existence.

Sincerely,

Alana Schaeffer
MP

Enclosures

DEDICATED TO THE WELFARE AND DEVELOPMENT OF PORTSMOUTH NAVAL SHIPYARD



September 19, 2023

Town of Eliot
1333 State Road
Eliot ME 03903

Dear Selectperson,

When Maine Public was established in 1961, the goal was to bring a new kind of broadcasting service to Maine – one that was as innovative as it was trustworthy, a service that would inform, inspire, and educate our communities. Now more than six decades later, Maine Public is still leading the charge to share Maine's stories in new and revitalized ways.

Last year with community support, Maine Public increased our reporting capacity to better cover important news stories by adding a Report For America reporter covering immigration and New Mainer communities and adding a new full-time climate reporter. Support from towns like yours helped us increase coverage of underrepresented areas of the state through several projects such as the Rural Reporting Project, highlighting the benefits, challenges, and opportunities of life in rural and western Maine. We shared the first State of the Tribes in more than 20 years live on Maine Public radio, television, and online as Wabanaki leaders addressed both chambers of the Legislature.

Every day, Maine Public connects the people of Maine and our region to each other and the world through the open exchange of information, ideas, and cultural content. This is essential work that we are proud to do. Currently, Maine Public has 14 radio signals emanating from towers across the state. Last year, we were awarded construction permits for seven new stations by the Federal Communications Commission. With donations from our community, we plan to expand Maine Public Radio to unserved areas in Millinocket, Greenville, and Bethel, and grow our existing Maine Public Classical network to Fort Kent, Mars Hill, Calais, and Greenville. Free and open access to accurate, balanced, and objective content is more important than ever, and Maine Public is committed to delivering it everywhere in Maine.

Will Eliot consider joining more than 100 municipalities to support this important resource with an appropriation of \$100? With your funding, Maine Public, with our trusted partners, NPR and PBS, will continue to be Maine's storyteller, amplifying the voices of Maine.

Our listeners and viewers appreciate the support your community provides. Thank you for your consideration.

Sincerely,

Marvis Zou
Direct Marketing and Membership Fundraising Specialist
mzou@mainepublic.org
800-884-1717 x 3045

December 5, 2023

Town of Eliot
1333 State Road
Eliot, Maine 03903

Board of Directors

Maura Keaveney
Chair
Maine Attorney
General's Office

Lynn Howe
Treasurer
Kennebunk Savings

Audrey Okun-
Langlais, D.O.
Secretary
Retired

Joy Symon Fall
Southern Maine
Health Care

Nicholas Houde
Southern Maine
Health Care

Sharon Kerner
Retired

Rebekah Lowell
Author/Illustrator

Dana Prescott, Esq.
Prescott, Jamieson
Murphy Law Group

Cornelia Stockman
Retired

Ex-Officio

Susan Giambalvo,
Caring Unlimited
Executive Director

Dear Town of Eliot,

Thank you in advance for your consideration of Caring Unlimited's annual request for support from the Town of Eliot. Each year, your support helps to ensure that members of your community and all residents of York County experiencing domestic violence and abuse have access to the life-changing and life-saving supports they need.

The need for Caring Unlimited's full range of programs and services throughout our community is significant. Those experiencing domestic abuse and violence require multi-faceted support to meet their needs and overcome barriers to accessing safety. We experience a constant high demand for our emergency shelter, where the length of stay has increased due to a shortage of affordable housing. Our civil legal program is serving more people than ever, people who are looking for help with protection orders, child support and custody matters. We consider the Town of Eliot our partner in responding to the critical needs of our friends and neighbors.

This past year our direct service programs, including the 24-hour helpline, served 1872 people. Our community education program provided prevention education, training, and consultation to 2974 students and other members of our community.

As always, we are committed to sustaining our core direct service programs to ensure they remain strong and accessible to anyone 24 hours a day, free of charge. To support our efforts, we routinely seek new sources of funding to meet the ongoing and emergency needs of victims and survivors of domestic violence in our county and to develop collaborations with other community services to expand the impact of our work. One of our competitive federal grants from the Office of Violence against Women pays for a Domestic Violence Investigator at the York County Sheriff's Office, and another supports a youth educator at Sexual Assault Response Services of Southern Maine (SARSSM). These partnerships are essential to survivors, and to our entire community as we continue to work to expand our reach and increase the accessibility of our programming.

Caring Unlimited counts on municipal support to meet our annual operating budget and to provide critical matching funds that are a requirement to receive Federal awards for our programs and services. Your support demonstrates your commitment to creating a safe York County for all its residents.

The following is a snapshot of how Eliot residents accessed CU's no-cost services last year. Because we are only able to collect location data on about half of the people that use our services, the number

of individuals served and hours of service listed are likely twice as much as the conservative number reported here.

SERVICE PERIOD:	10/1/22-9/30/23
ELIOT RESIDENTS SERVED LAST YEAR (Unduplicated individuals served)	17 Individuals
TOTAL HRS OF INDIVIDUAL ADVOCACY PROVIDED LAST YEAR (Supportive Counseling and/or Legal Assistance Provided to Individuals):	42.29 Hours
TOTAL HRS OF GROUP SERVICES PROVIDED LAST YEAR (Support and/or Education Groups):	1.5 Hours
TOTAL # OF EMERGENCY SHELTER BEDNIGHTS PROVIDED LAST YEAR:	3 Bednights
TOTAL # OF STUDENTS RECEIVING PREVENTION EDUCATION	267 Students
COST TO CARING UNLIMITED OF SERVICES OF PROVIDED TO ELIOT LAST YEAR:	\$5,120.84
FY24 SUPPORT REQUESTED:	\$2015

Thank you for your commitment and partnership as we work together to end abuse.

Caring Unlimited is committed to pursuing the necessary solutions and strategies to keep victims of domestic violence safe in our community. With your help we can respond creatively, proactively, and flexibly. Please reach out to me if you would like any additional information or if there is something specific that your community needs from us at this time.

Sincerely,



Susan Giambalvo
Executive Director
207-490-3227 x101
Susan@caring-unlimited.org

York County
**COMMUNITY
ACTION**
Corporation

Town of Eliot
Board of Selectmen
1333 State Rd.
Eliot, ME 03903

November 20, 2023

Dear Board of Selectmen:

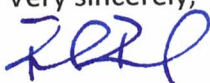
By this letter, YCCAC is requesting consideration for fiscal year ^{FY 2025} 2024 funding from the Town of Eliot in the amount of \$1,600. These funds are critically important to meeting the local cash match requirements applicable to much of the State and Federal funding, which enables us to provide a wide range of services to the elderly, disabled and low-income individuals of York County.

All of the funds we are requesting will support the direct services we provide to residents of your community, and the amount of your contribution will be multiplied many times in the value of these services. This work clearly helps to reduce reliance upon general assistance, and we trust that you have seen a positive impact from it in your community over the past year.

Please note that we have added to the "Services Provided" profile the category Rental Assistance. This records the number of households in your community that received financial assistance through the Rental Assistance Program over the past 12 months. The program is administered in York County by York County Community Action Corporation. The dollar value of the service is denoted by asterisk at the bottom of the page.

We would be happy to provide additional information at your request, and we would especially welcome an opportunity to meet with you to discuss our funding request personally.

Thank you for your consideration of this request and also for your past support.

Very sincerely,


Brad Bohon
York County Community Action Corporation
6 Spruce Street
Sanford, ME 04073
207 408-5625

*Their Fiscal Year runs
different than municipalities*



YCSPI

HOPE STARTS HERE

24 George Road Alfred ME 04002 | P: 207-324-1137 | E: info@ycspi.org | yorkcountyshelterprograms.com

York County Shelter Programs Appropriation Request

Request Amount - \$1,500

Attached:

- Fundraising/Activities
- Cover Letter
- Food Pantry Boxes By Town
- Financial Statements

For any questions or concerns please contact

Bonnie Leslie at Bleslie@ycspi.org or by phone at 207-324-1137

Town of Eliot Appropriation Request

Schedule of charges for just of service:

We at York County Shelter Programs assist people who meet the criteria of homelessness and addiction without and regardless of the ability of these individuals to pay. If someone has the ability to pay we do charge a client fee. Additionally we ask that all members of the community contribute in some way to the organization, whether it be sweeping an area or food service or writing thank you notes to our generous donators.

If the individual does not have the ability to pay for service we are able to help these individuals through case management, job training, and assisting them in becoming independent and self-sustaining members of society.

Fundraising Activities:

- Annual Appeal
- Apple Festival
- Fall Appeal
- Annual Walk/Run
- Book Store – Books Revisited

Other Funding Sources:

- Local Appropriations
- Grants
- State Revenue
- Donations



YCSP

HOPE STARTS HERE

24 George Road Alfred ME 04002 | P: 207-324-1137 | E: info@ycspi.org | yorkcountyshelterprograms.com

First and foremost, thank you a for your ongoing support of York County Shelter Programs. Your support has meant a great deal to our agency and has helped us to assist some of our most vulnerable neighbors.

Maine ranked first in the nation in terms of childhood food insecurity – with approximately 50,000 children living without adequate access to food. And Feeding America estimates that 182,000.00 Mainers have experienced hunger in this past year alone.

On a local level, York County Shelter Programs has seen a 30% increase in need at our food pantry since March 2020 (the start of COVID-19 in Maine). We have seen a sharp increase in our aging neighbors, families, and single adults without adequate access to food. As a result of this clear increase in needs, we launched a mobile meals kitchen in Sanford twice per week so that we can offer our neighbors hot meals.

In 2021 our Food Pantry proudly provided more than ten-thousand food boxes to neighbors in need and additionally served over three-thousand hot meals from our mobile meals kitchen in Sanford alone.

Local Municipalities have helped to make all of these services possible for many years and I am hoping that your community will continue helping to support our feeding programs by considering York County Shelter in your Budget

If you have any questions at all, please feel free to contact me at bleslie@ycspi.org or on my phone at 207-324-1137 extension 109.

Thank you for your time and for your consideration.

Sincerely,

Bonnie Leslie



York County Shelter Programs 2022 Municipal Statistics



Municipality							Eliot, Maine								
Pantry Food Boxes 2022							1								
Residential Clients Served 2022							1								
Programs Used							Adult & Family Shelters, York County Food Pantry								
Month & Holiday	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Thanksgiving	Christmas	Totals
Food Boxes	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1

ELIOT
HISTORICAL
SOCIETY

REQUEST FOR 2024 FUNDING

Submitted to the Town of Eliot
December 3, 2023

The *Eliot Historical Society (EHS)* hereby submits this request for funding in the amount of **\$3,500**.

The Sum of \$3500 is requested to help defer some of 2024 year costs. Our expenses are much greater than \$3500, but this support from the town is critical to our role of providing Historical Services to the Citizens of Eliot.

ELIOT HISTORICAL SOCIETY:

The Eliot Historical Society (EHS) is a non-profit organization. It is an entirely volunteer organization and has no paid positions. Members and friends throughout the year donate their time and monies to support the various fund-raising and service aspects of the Society.

The Society formally meets 10 times a year, with its annual meeting in December. We host our meetings at the First Congregational Church and also on Zoom.

SERVICES PROVIDED TO THE PEOPLE OF ELIOT

- We serve as a repository for the care and preservation of historical items (as well as hundreds of photographs) related to the history of the Town. This involves the rental of space for the collection. Our Collections Committee is involved in using proper techniques to care for items and in cataloging them. The committee also sets up displays upon request and also as an outreach to the community.
- The Society actively solicits the donation of items, both large and small, as well as papers pertaining to the history of the town.
- Our Building Committee oversees the maintenance and repair of the #8 Schoolhouse on Greenwood Street in Eliot which is held “in trust” for the town of Eliot. This building was restored, several years ago, by the Society, at no cost to the town. We pay for the insurance and serve as caretakers of the building. By the provisions of our deed from the town it will be returned to the town should we no longer be able to care for it.
- We host a Cemetery Website that allows anyone to search for people buried in the Town of Eliot. This includes 1)Mt. Pleasant Cemetery, 2)Brooks Cemetery and 3)any of the 172 Private Cemeteries that are located throughout Eliot. See Page 4.
- Our *Adopt a Cemetery* program helps in the caring and provides guidance to other residents who care for over 60 of the over 172 private cemeteries scattered throughout the town. Members of our Society possess knowledge and techniques to properly restore cemetery monuments. The program also maintains a database of all cemeteries and gravestones located within the town and their location which we share with the Town and Library. This year we worked with many families to restore 11 cemeteries in Eliot. It is very rewarding work to bring these cemeteries from completely run over with brush to regaining their prominence.

- Members of our Society this year provided dozens of hours of volunteer time to research family and historical information for both residents and for people across the world and produce reports on various subjects. Members of our society also speak to other groups when requested about Eliot history subjects.
- Our Number 8 Schoolhouse is a museum that is available by appointment. We hosted a June field trip for Eliot's second graders so that they could experience learning in that environment. We expanded our "Open House" hours to every Saturday throughout the summer months to allow the Citizens of Eliot more access to this museum.
- The Society meets monthly on the second Monday at 7pm (except July). All meetings are open to the residents of the town and are publicized to the extent possible. There is no fee required to attend and enjoy the fellowship and programs that are offered. Each meeting features either an activity with an historical theme or featured speaker. Anyone can attend via Zoom as well.
- The Society hosts a website where people can access information about the history of the town and our organization, as well as submit inquiries and postings. Our *Memory Project* actively solicits memories of the town of Eliot from the past. We also issue a monthly newsletter (electronically via email). There is also a paper copy of our newsletter available at the Library.
- We take care of the main display case at the Eliot Elementary School. This provides the children of Eliot with different historical displays of our town. This display is updated regularly. This year we have also added the main display case at the Great Works School in South Berwick and in addition to maintaining the small display case at the Eliot Post Office we provide displays, as requested, by town committees and local organizations.

Clearly there is no other agency or group who is charged with preserving and promoting the history of the town of Eliot and which provides these kinds of services to the Town of Eliot.

CEMETERY MANAGEMENT AND GRAVE SEARCH SOFTWARE:

In 2022 we stood up our Cemetery Management Software. The development/funding of this project was a collaboration of The Eliot Historical Society, Mt. Pleasant Cemetery Assoc. and Brooks Cemetery Assoc. This new website allows anyone anywhere to search for people buried in the Town of Eliot and then shows them how to locate that grave. We worked closely with Jeff Brubaker (Town Planner) to update Town’s official GIS Maps to show the locations of the 172 private cemeteries and provide a link to our new website. We also have updated our EHS website to provide information on this new cemetery tool and link to that website. Both Mt. Pleasant and Brooks Cemeteries have provided (30+) new signs throughout those two cemeteries to provide information and direct people (via Q R Code) to the new website.

FUNDRAISING EFFORTS FOR 2023

Our Fundraising Committee is constantly looking for new and different ways to raise funds.

REVENUE SOURCES:

* Denotes most likely an annual source

This is the results of our efforts for 2023

Society Fundraisers:

Benevity Partnership	\$100.00
Sales of Maps, books, Schoolhouse DVDs*	\$260.00*
Dues from our EHS members*	\$335.00*
Town of Eliot	\$3500.00
Arcadia Publishing Royalties	\$88.00
Other Fundraising	\$204.00
Donations	<u>\$881.00</u>
Total	\$5368.00

BUDGET FOR 2023

EXPENSES:

*Denotes an unavoidable annual expense

<u>Item</u>	<u>Cost</u>
Insurance on Number 8 Schoolhouse and EHS Collections	\$1240.00
*	
Hall rental and Archives Storage Room Rental	\$1950.00*
*-Hall – \$750.00	
*-Archives Storage Room – \$1200.00	
Office/printing/archival/maintenance supplies	\$680.00
Maintenance Fee for Cemetery Software	\$975.00
Utilities	\$320.00
Fundraising Expenses	\$264.00
Speaker/Program Expenses	\$250.00
Post Office Box	\$200.00
Technology Upgrade (Laptop & Meeting Enhancements)	\$1300.00
Rainy Day Fund (for Building Maintenance)	<u>\$300.00</u>
	Total \$7459.00

POINT OF CONTACTS:

Any questions regarding this submittal may be directed toward:

Tracey L. Graffam-Dickson
President EHS
36 Wisteria Lane
Eliot, ME
603-498-7375

Paul Johnson
Vice President EHS
77 Greenwood Street
Eliot, ME
207-439-2542

Respectfully submitted,

Tracey L. Graffam-Dickson

Tracey L. Graffam-Dickson
President, Eliot Historical Society

William Fogg Public Library		FY 25	
		7-1-2024 to 6-30-2025	
	Town Request	Library	Totals
Expenses:			
Legal Fees		\$ 5,000.00	\$ 5,000.00
Building Maintenance		\$ 18,000.00	\$ 18,000.00
Copier Lease	\$ 2,500.00		\$ 2,500.00
Electric		\$ 6,000.00	\$ 6,000.00
Heat		\$ 9,000.00	\$ 9,000.00
Technology Maintenance	\$ 5,000.00		\$ 5,000.00
Technology Purchase	\$ 5,000.00		\$ 5,000.00
Telephone		\$ 1,600.00	\$ 1,600.00
Water		\$ 400.00	\$ 400.00
Adult Service	\$ 17,500.00		\$ 17,500.00
Adult Programs	\$ 2,000.00		\$ 2,000.00
Adult Supplies	\$ 500.00		\$ 500.00
Children Service	\$ 8,000.00		\$ 8,000.00
Children Programs	\$ 2,000.00		\$ 2,000.00
Children Supplies	\$ 900.00		\$ 900.00
Membership Fees	\$ 4,000.00		\$ 4,000.00
Postage & Mailing	\$ 200.00		\$ 200.00
Printing and Copying	\$ 1,000.00		\$ 1,000.00
Whole Library Expenses	\$ 4,000.00		\$ 4,000.00
Training & Conferences	\$ 1,000.00		\$ 1,000.00
Medical Insurance	\$ 12,000.00		\$ 12,000.00
Trustee Bond		\$ 186.00	\$ 186.00
Inland Marine Insurance		\$ 3,000.00	\$ 3,000.00
Commercial Package Insurance		\$ 10,000.00	\$ 10,000.00
Workers Compensation	\$ 1,400.00		\$ 1,400.00
Payroll Expenses:			
Director/Bookkeeper	\$ 78,000.00		\$ 78,000.00
Adult Services/Front Desk	\$ 31,116.80		\$ 31,116.80
Children's Coordinator	\$ 43,056.00		\$ 43,056.00
Assistant Librarians	\$ 31,545.28		\$ 31,545.28
Payroll Taxes	\$ 14,054.43		\$ 14,054.43
Total Payroll Expenses	\$ 197,772.51		\$ 197,772.51
Total Expenses	\$ 264,772.51	\$ 53,186.00	\$ 317,958.51
Projected Income:			
Library Income & Donations	\$ 8,000.00		

Less: PPP Loan Received \$ (34,310.70)

Plus: Deduction from FY24 \$ 15,150.10

 Net Reduction: \$ (19,160.60)

Total Amount Requested: \$ 245,611.91

