



Town of Raymond Proposed Budget FY 2024-2025

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Town Manager Letter



Susan L Look
Town Manager
401 Webbs Mills Road
Raymond, Maine 04071

207-655-4742 x131

February 27, 2024

TO: Select Board and Budget-Finance Committee Members
FROM: Sue Look, Town Manager
RE: **Proposed Budget for FY 2024-2025**

First, I would like to explain why this memo was not included in your budget binder. This being my first go-round with the full Town of Raymond budget, I wanted to see the whole budget, the way it has been put together, and then meet with each department head to get a better understanding of each piece before I attempted to summarize.

On the Revenue side we have an estimated \$9,000,000 in new valuation. Auto Excise Tax, CEO/Planning Fees, Public Safety/Rescue and Investment Income are projected to increase by a total of \$213,000.

Our valuation certified ratio is currently at 62%, so the Homestead Exemption is expected to be reduced by \$34,726. The revaluation process will begin this Fall and should be completed for the 2025 Commitment. This is reflected in the Assessing request to have more hours for the administrative assistant.

Codes will be adding the Street and Sub-Division Ordinances to the General Code software this year. This software allows homeowners, builders, appraisers, other municipalities, etc. to search through the ordinances, will standardize the formatting, and will give us a list of inconsistencies or discrepancies that we need to address. We have already added the Land Use and Shoreland Zoning Ordinances and in future years we will continue until all similar ordinances have been added: the new Building Code, Flood Plain, and the Business License Ordinances.

I have met with the Town Managers of Casco and Naples several times recently and we are working to rewrite the memorandum of understanding and the job description for the regional ACO. We are also talking with the Town Manager of Harrison and are considering hiring a part-time ACO so we will have 7-day coverage while allowing regular days off for the employees.

As an update, Public Safety has had word that their new rescue/pumper truck approved at the 2022 Town Meeting should be ready in 2025. Also, Chief Tupper has been talking with Sebago Fiber about using the broadband initiative to increase radio coverage. There are still areas of Raymond that have no coverage. Their budget request includes money to cover overtime due to medical leaves, vacation, etc. coverage and the unpredictability of emergency calls.

As you know there has been a committee looking at bringing broadband access to Raymond. I have been talking with our attorney about the possibility of utilizing TIF monies for some of the cost and hope to have more information about what that entails by the meeting on Wednesday.

For Debt Services, there have not yet been any expenses paid from the bond that was approved at last year's Town Meeting. The work done thus far at Tassel Top on the Snack Shack replacement has

been covered by ARPA monies, once these have been expended the project will rely on the bond. The improvements to Shari Gagnon Park are scheduled to begin in the Fall of 2024.

The tipping fees and contract prices have increased this year by a total of \$42,605.10. Public Works also had to go back out to bid for a mowing contract as the previous company decided to stop doing mowing altogether. All indications thus far are that the mowing will be significantly more than in past years.

Parks & Rec is looking to delete the half position that was in in budget last year and add a full-time position of Assistant Parks & Rec Director who will work with the Director, in particular running the Summer Camp program. The year-round variety of programs has been gaining in popularity each year, especially the in the summer season.

The Library was very modest in their budget request, only a 1.86% - \$3,000 - increase. They have been awarded grants, the Friends of RVL have been very generous with their efforts, and they could not continue without the support of their many volunteers.

The end result is we are proposing an overall increase of 10.69% or \$714,536, \$276,000 of which is the bond payment approved at last year's Town Meeting. The rest of the budget increased by 6.56%.

On the next page please find a summary of the expenses (also under your Revenues tab in the binder).

Sincerely,

Sue

Proposed Appropriations	2024 Approved Budget	2025 Proposed Budget	+/-	%
Assessing	\$83,437	\$89,778	\$6,341	7.60%
Code Enforcement	\$225,892	\$232,695	\$6,803	3.01%
Animal Control	\$35,674	\$40,192	\$4,518	12.66%
Animal Control - Animal Rescue League	\$6,487	\$6,668	\$181	2.79%
Public Safety	\$1,239,271	\$1,291,507	\$52,236	4.22%
Technology	\$226,260	\$222,200	(\$4,060)	-1.79%
Administration	\$557,487	\$583,758	\$26,271	4.71%
Administration - Select Board Contingency	\$75,000	\$75,000	\$0	0.00%
Compensation & Training	\$75,000	\$85,000	\$10,000	13.33%
General Assistance	\$15,000	\$15,000	\$0	0.00%
Employee Benefits & Insurance	\$1,049,861	\$1,285,416	\$235,555	22.44%
Debt Services	\$341,501	\$613,918	\$272,417	79.77%
Provider Agencies	\$1,000	\$1,000	\$0	0.00%
Public Works	\$930,356	\$937,390	\$7,034	0.76%
Solid Waste	\$398,100	\$443,624	\$45,524	11.44%
Cemeteries	\$45,184	\$55,400	\$10,216	22.61%
Town Buildings	\$46,000	\$46,000	\$0	0.00%
Parks & Recreation	\$163,084	\$196,584	\$33,500	20.54%
Library	\$161,403	\$164,403	\$3,000	1.86%
CIP	\$1,010,000	\$1,015,000	\$5,000	0.50%
Total Town Proposed Appropriations	\$6,685,997	\$7,400,533	\$714,536	10.69%
Total Town Proposed without \$276k new debt	\$6,685,997	\$7,124,533	\$438,536	6.56%
TIF	\$270,483	\$279,043	\$8,560	3.16%
County Tax	\$974,325	\$1,017,762	\$43,437	4.46%
Education	\$11,940,729	\$11,940,729	\$0	0.00%
Overlay	\$39,888	\$55,955	\$16,067	40.28%
Gross Budget	\$19,911,423	\$20,694,023	\$782,600	3.93%
Gross Budget without \$276k new debt	\$19,911,423	\$20,418,023	\$506,600	2.54%

Schedule & Goals

SCHEDULE FY2024 BUDGET DEVELOPMENT JULY 1, 2024 – JUNE 30, 2025

("Joint Meeting" is a Budget-Finance Committee meeting with the Select Board invited)

Date	Who	Description
Tuesday, December 12, 2023	Select Board	5:30pm – Set budget goals and approve tentative meeting calendar
Friday, January 12, 2024	Outside Agencies	Submit proposed budget(s) to Town Manager and Finance Director
Tuesday, January 30, 2024	Department Heads	Submit proposed budget(s) to Town Manager and Finance Director
Wednesday, February 21, 2024	Town Manager	Submit proposed budget to Select Board and Budget-Finance Committee
Wednesday, February 28, 2024	Joint Meeting	6:30pm – Department Head Review #1 (CIP Requests will be reviewed & discussed at the time of the coinciding department review.) Administration Public Safety Assessing Animal Control Code Enforcement Fire Department General Assistance Technology Town Insurances Debt Service Employee Benefits TIF
Thursday, February 29, 2024	Joint Meeting	6:30pm – Department Head Review #2 (CIP Requests will be reviewed & discussed at the time of the coinciding department review.) Public Works Public Services Solid Waste Cemeteries Town Buildings Provider Agencies Parks & Recreation / Tassel Top Raymond Village Library Revenues
Tuesday, March 12, 2024	Joint Meeting	6:30pm – Budget Workshop @ 7:30 PM following Select Board Regular Meeting
Monday, March 25, 2024	Select Board	5:30pm – Warrant article review and recommendations
Tuesday, April 2, 2024	Budget-Finance Committee	6:30pm – Vote on recommendations for each budget warrant article
Thursday, April 4, 2024	Select Board	5:30pm – Final Warrant Approval
Tuesday, June 11, 2024	Annual Town Meeting	7am-8pm – Secret Ballot Referendum Vote – at JSMS Gym

PROPOSED BUDGET GOALS

FY 2024 – 2025

- 1. Maintaining or lowering the tax rate (FY2023-24 mill rate is \$15.90) by reviewing procedures and practices to creatively see what it would take to do better, in other words think about better ways to do what needs to be done**
- 2. Continue commitment to the improvement and maintenance of the Town roads**
- 3. Undesignated fund balance can be utilized within existing policy to accomplish priority number one. (see below policy)**
- 4. All budget areas are on the table for discussion and review**
- 5. Core services driven budget**

Financial Policy Excerpt:

UNASSIGNED GENERAL FUND BALANCE (SURPLUS)

The purpose of maintaining surplus is to ensure adequate undesignated reserves to respond to unforeseen emergencies and provide overall financial stability.

In view of the unpredictability of non-tax revenues, the Town of Raymond shall set as a target sufficient fund balance to both protect the creditworthiness of the Town and ensure adequate liquid funds for emergency needs.

The goal of the Town is to have a level of undesignated surplus equal to at least 15% of the prior year's tax commitment. This level of surplus is to be exclusive of any amount already designated to be paid from surplus.

The appropriate use of any funds over that level shall be determined upon receipt of audited figures, and used, with Town Meeting approval, for equipment reserves, capital improvements, debt reduction, and/or real estate tax reduction.

Agenda



Budget-Finance Committee

Department Head Review #1

February 28, 2024, at 6:30pm

At Broadcast Studio & Via Zoom

1. Call to order
2. Election of Officers
3. Approval of Minutes
 - a) April 4, 2023
4. New Business – Workshop with Select Board
 - a) Department Head Review # 1
 - TIF
 - Assessing
 - Code Enforcement
 - Public Safety
 - Animal Control
 - Fire Department
 - Technology
 - Administration/Compensation & Training
 - General Assistance
 - Town Insurances
 - Employee Benefits
 - Debt Service
5. Public Comment
6. Budget-Finance Committee Comment
7. Adjournment



Budget-Finance Committee

Department Head Review #2

February 29, 2024, at 6:30pm

At Broadcast Studio & Via Zoom

1. Call to order
2. New Business
 - a) Department Head Review # 2
 - Provider Agencies
 - Public Works
 - Solid Waste
 - Cemeteries
 - Town Buildings
 - Parks & Recreation / Tassel Top
 - Raymond Village Library
 - Revenues
3. Public Comment
4. Budget-Finance Committee Comment
5. Select Board Comment
6. Adjournment



Budget-Finance Committee
Joint Meeting with Select Board

Workshop Agenda

March 12, 2024, at 6:30pm

At Broadcast Studio & Via Zoom

1. Call to order
2. Approval of Minutes
 - a) February 28, 2024
 - b) February 29, 2024
3. Town Manager & Finance Director Updates (if needed)
4. Budget Workshop
 - a) TIF
 - b) Assessing
 - c) Code Enforcement
 - d) Public Safety
 - Animal Control
 - Fire Department
 - e) Technology
 - f) Administration / Compensation & Training
 - g) General Assistance
 - h) Town Insurances
 - i) Employee Benefits

j) Debt Service

k) Provider Agencies

l) Public Works

- Solid Waste
- Cemeteries
- Town Buildings

m) Parks & Recreation / Tassel Top

n) Raymond Village Library

o) Revenues

p) Capital Improvements

q) County Tax

5. Public Comment

6. Budget-Finance Committee Comment

7. Select Board Comment

8. Adjournment



**SELECT BOARD
Agenda**

March 25, 2024

5:30pm – Special Budget Meeting

At Broadcast Studio &
Via Zoom & on YouTube

Resolution: We, the Raymond Select Board, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.

- 1) **Call to order**
- 2) **Minutes of previous meetings**
 - a) March 12, 2024
- 3) **New Business**
 - a) Consideration of Town Meeting Warrant Article Recommendations – Select Board
- 4) **Public Comment**
- 5) **Selectman Comment**
- 6) **Adjournment**



Budget-Finance Committee

Agenda

April 2, 2024, at 6:30pm

At Broadcast Studio & Via Zoom

1. Call to order
2. Approval of Minutes
 - a) March 12, 2024
3. Annual Town Meeting Warrant Budget Articles Recommendations
4. Public Comment
5. Budget-Finance Committee Comment
6. Adjournment

TIF

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Tax Increment Financing	Salaries	20-43-1320-1000	\$7,700	\$8,500	\$8,500	\$26,150	\$17,650	207.65%
Tax Increment Financing	Social Security & Medicare	20-43-1320-2050	\$0	\$650	\$650	\$2,001	\$1,351	207.85%
Tax Increment Financing	Assessing	20-43-1320-3101	\$0	\$7,040	\$3,850	\$7,200	\$160	2.27%
Tax Increment Financing	Mapping & GIS	20-43-1320-3110	\$3,924	\$15,000	\$0	\$15,000	\$0	0.00%
Tax Increment Financing	Planning Services	20-43-1320-3130	\$9,107	\$30,000	\$2,503	\$30,000	\$0	0.00%
Tax Increment Financing	Street Light Fixtures	20-43-1320-3185	\$2,897	\$36,500	\$21,161	\$36,500	\$0	0.00%
Tax Increment Financing	Advertising	20-43-1320-3240	\$0	\$4,100	\$0	\$4,100	\$0	0.00%
Tax Increment Financing	Comprehensive Plan	20-43-1320-3245	\$17,263	\$50,000	\$30,428	\$33,200	-\$16,800	-33.60%
Tax Increment Financing	Historical Society	20-43-1320-3305	\$1,800	\$1,800	\$1,800	\$1,800	\$0	0.00%
Tax Increment Financing	Raymond Rattlers	20-43-1320-3320	\$0	\$1,000	\$1,000	\$1,000	\$0	0.00%
Tax Increment Financing	Lake Region Bus	20-43-1320-3325	\$0	\$1,000	\$0	\$0	-\$1,000	-100.00%
Tax Increment Financing	RWPA Courtesy Boat Inspection	20-43-1320-3330	\$15,000	\$7,000	\$7,000	\$7,000	\$0	0.00%
Tax Increment Financing	Street Flag Replacement	20-43-1320-3335	\$0	\$1,100	\$0	\$1,100	\$0	0.00%
Tax Increment Financing	Hawthorne House	20-43-1320-3346	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.00%
Tax Increment Financing	Sebago Lakes Chamber	20-43-1320-3360	\$0	\$1,000	\$0	\$750	-\$250	-25.00%
Tax Increment Financing	FF Equip R&M	20-43-1320-4060	\$0	\$11,167	\$11,167	\$11,600	\$433	3.88%
Tax Increment Financing	Route 302 Maintenance	20-43-1320-4090	\$38,236	\$45,700	\$7,761	\$45,700	\$0	0.00%
Tax Increment Financing	Milfoil Removal	20-43-1320-4100	\$8,845	\$8,000	\$27,404	\$8,800	\$800	10.00%
Tax Increment Financing	Hydrant Rental	20-43-1320-5010	\$7,327	\$7,200	\$3,130	\$8,143	\$943	13.10%
Tax Increment Financing	Supplies General	20-43-1320-6005	\$1,064	\$3,000	\$0	\$3,000	\$0	0.00%
Tax Increment Financing	Utilities	20-43-1320-7025	\$4,642	\$17,400	\$11,803	\$23,000	\$5,600	32.18%
Tax Increment Financing	Lease Purchase Principal	20-43-1320-8050	\$0	\$11,613	\$11,613	\$11,613	\$0	0.00%
Tax Increment Financing	Paving/Roads	20-43-1320-9035	\$0	\$50,000	\$0	\$50,000	\$0	0.00%
Tax Increment Financing	Technology	20-43-1320-9045	\$50,597	\$0	\$0	\$0	\$0	#DIV/0!
Tax Increment Financing	Hardware Network	20-43-1320-9051	\$8,700	\$0	\$0	\$0	\$0	#DIV/0!
TOTAL			\$178,102	\$319,770	\$150,769	\$328,657	\$8,887	2.78%

**JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET**

	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
ACCOUNT					
43 - Special Revenue Funds					
1320 - Tax Increment Financing	319,770	157,865	328,657	8,887	
1000 - Salaries	8,500	8,500	26,150	17,650	95% of groundskeeper projected wages
2050 - Social Security & Medicare	650	650	2,001	1,351	7.65% of wages
3101 - Assessing	7,040	6,118	7,200	160	20% of contract \$36K
3110 - Mapping & GIS	15,000	0	15,000	0	
3130 - Planning Services	30,000	3,465	30,000	0	
3185 - Street Light Fixtures	36,500	21,161	36,500	0	
3240 - Advertising	4,100	0	4,100	0	
3245 - Comprehensive Plan	50,000	33,140	33,200	-16,800	see Comp Plan meeting minutes excerpt Feb. 7, 2024
3305 - Historical Society	1,800	1,800	1,800	0	funding request same
3320 - Raymond Rattlers	1,000	1,000	1,000	0	50% funded in TIF / 50% funded in Rec.
3325 - Lake Region Bus	1,000	0	0	-1,000	Not serving Raymond any longer
3330 - RWPA Courtesy Boat Inspection	7,000	7,000	7,000	0	funding request same
3335 - Street Flag Replacement	1,100	0	1,100	0	
3346 - Hawthorne House	1,000	1,000	1,000	0	funding request same
3360 - Sebago Lakes Chamber	1,000	0	750	-250	50% funded in TIF / 50% funded in Rec.
4060 - FF Equip R&M	11,167	11,167	11,600	433	
4090 - Rte 302 Maintenance	45,700	9,052	45,700	0	
4100 - Milfoil Removal	8,000	24,836	8,800	800	
5010 - Hydrant Rental	7,200	3,756	8,143	943	Portland Water District Rate Increase 8.4% eff. 1/1/2024
6005 - Supplies General	3,000	0	3,000	0	
7025 - Utilities	17,400	13,608	23,000	5,600	Based on YTD usage, need to increase
8050 - Lease Purchase Principal & Int.	11,613	11,613	11,613	0	20% of Lease Purchase Pyrmt on Rescue Pumper
9035 - Paving/Roads	50,000	0	50,000	0	
9045 - Technology	0	0	0	0	
9051 - Hardware Network	0	0	0	0	
Final Totals	319,770	157,865	328,657	8,887	2.78%

Increase

FY25 TIF PROPOSED BUDGET

Revised 2/15/2024



Comprehensive Plan Committee Minutes

February 7, 2024

6:30pm – Meeting

At Broadcast Studio & via ZOOM

Committee Members Present: John Clark, Greg Foster, Kaela Gonzalez, Peter Leavitt, Frank McDermott, Danelle Milone, Shawn McKillop, John Rand, Jackie Sawyer

Committee Members Absent: none

1) **Called to order** at 6:30pm by Co-Chair Gonzalez and there is a quorum

4) **Old Business**

*****EXCERPT*****

b) FY 2024-2025 Budget Request

BUDGET CALCULATION		
TOTAL NORTHSTAR CONTRACT	\$	96,920.00
PAID TO DATE	\$	47,689.37
REMAINING TO BE PAID	\$	49,230.63
BUDGET REMAINING FY 2023-2024	\$	25,000.00
REQUIRED FOR NORTHSTAR	\$	24,230.63
ALLOCATION FOR INCIDENTALS	\$	4,923.06
ALLOCATION FOR MAILER	\$	3,500.00
ALLOCATION FOR YARD SIGNS	\$	506.40
ROUNDING	\$	39.91
TOTAL REQUEST FY 2024-2025	\$	33,200.00
FY 2023-2024 OVERAGE	\$	10,667.97
ROUNDING	\$	32.03
TOTAL NEED FY '23-24 & '24-25	\$	43,900.00

- Action Item – Vote on amount to request

Motion to request \$33,200 by Co-Chair Leavitt. Seconded by Mr Clark.

Unanimously approved



January 8, 2024

Sue Look, Interim Town Manager
Charisse Keach, Finance Director
Select Board Members and Budget Finance Committee
Cost Center: Tax Increment Financing District
Town of Raymond, Raymond, Maine 04071

Dear All,

Raymond Waterways Protective Association (RWPA) seeks a grant of **\$7,000** from the Town of Raymond for the new budget year. This represents level funding from the prior year.

This year brings a new and rejuvenated board to RWPA with innovative ideas for how to secure the quality of Raymond's lakes for generations to come. Now that the RWPA has transferred responsibility for milfoil eradication to the Town of Raymond and the Maine DEP, our primary focus is the Courtesy Boat Inspection (CBI) program.

Courtesy Boat Inspection Program

The CBI program monitors public boat launch sites in Raymond and is the Town's first level of defense against invasive aquatic species. As you may know, the RWPA provides inspections in collaboration with the local lake associations, which help defray some costs, along with grants from the Maine DEP and the Portland Water District. Funding from the Town of Raymond is critical to conducting the CBI program on a break-even basis.

RWPA recently hired local Raymond resident, **Sarah Henderson**, to manage our CBI program. We are fortunate to have found Sarah, who has a Bachelor of Science in Environmental Science from the University of Southern Maine, where she also served as an adjunct faculty member teaching introductory lab courses.

Costs. Last year, the total cost to run the CBI program was **\$31,455.11**. We supported 1,461 inspection hours that created payroll costs of \$28,176, and other costs of \$3,278.26 (i.e., insurance, supplies, software). (See figure 1 below.) The DEP covered 47% of our costs, the Town of Raymond 22%, lake associations 12%, and RWPA covered the remaining 19%.



Figure 1. 2023 CBI Statistics

Inspection Hours	Payroll	Other Costs	Total Costs
1,461	\$28,176	\$3,278.26	\$31,455.11

Funding Request. We respect the Town of Raymond’s desire to control program costs. Although we have an ambitious program for 2024, we are not seeking additional funds from the Town. We are trusting that renewed fundraising efforts will cover additional expenses.

Other Initiatives

The RWPA is exploring other initiatives to fulfill our mission of preserving Raymond’s most precious natural resource, its lakes. These include implementing the LakeSmart program that helps shoreline residents minimize harmful run off into the lakes; producing an annual report on the water quality of Raymond’s lakes; and evaluating new recruiting tools and digital techniques to increase CBI inspection coverage.

Thank you for your funding in previous years. We hope you will continue to find our work worthy of further support!

Sincerely,

Wayne Eckerson
President, RWPA

From: Frank McDermott <fratty@mac.com>
To: Charisse Keach <charisse.keach@raymondmaine.org>
Date: 12/15/2023 11:27 AM
Subject: Request for funds

December 15th, 2023

Charisse Keach
Finance Director

TIF

Dear Charisse:

Please convey this letter to the Raymond Selectmen and the Budget Committee for their consideration of our request for \$1800.00 in next year's budget. We look forward to expanding our programs and classes in the coming year. The museum will be opening for the season on Memorial Weekend. The response to the Blacksmith Shop has been overwhelming. Please invite the members of the committee to visit us this summer to see how the money is being used.

Frank McDermott, President

Raymond - Casco Historical Committee

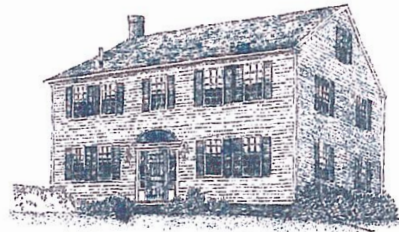
Hawthorne Community Association

P.O. Box 185, So. Casco, ME 04077

www.hawthorneassoc.com

October 30, 2023

Budget / Finance Committee
Town of Raymond
401 Webbs Mills Rd
Raymond, ME 04071



NATHANIEL HAWTHORNE'S BOYHOOD HOME

TIF

Dear Committee Members,

Subject: Request for town stipend for 2024. This is a follow-on request for the \$1,000 stipend that the Town of Raymond has granted to the Hawthorne Community Association beginning in 2017.

Current Status: As a result of our fundraising efforts which began in 2020, we have been able to make necessary repairs to the foundation, re-side the north and west walls, replace the furnace with a heat pump system, improve the parking area, added fencing, upgrade the interior furnishings and complied with the fire and safety codes. This has helped us to make the House more available for community use and assisted in our efforts to make it self-sustaining. That said, we began our Phase II fundraising effort on June 3rd with a silent auction. The auction was very successful and along with generous donations from the public and other sponsored events, we have raised enough money to re-roof the building and re-side the front and south walls. The remaining work includes exterior trim and window painting, interior patching and painting, new front steps and exterior lighting.

Our goal in making these repairs remains the same. We hope to expand the use of the Hawthorne House so it can be more of an asset to the Town than just a historic building. We are working toward improvements that will make a more appealing place for community events while maintaining the historic appeal of the building. In order to accomplish this, we hope to continue increasing our membership, hold more income-producing events and continue our attempts at securing grants.

The Town's assistance has allowed us to keep up with our modest, annual operating expenses and use our donations and event income to improve the building. We hope that the town's generosity will continue so that we can reach our goals.

Sincerely,

Abel Bates,

Past President and Trustee, Hawthorne Community Association

December 18, 2023

To: Municipal Managers and PACTS Board Members:

Subject: Municipal Match for PACTS' 2022-2023 Unified Planning Work Program (UPWP);
Municipal Match Expectations for PACTS' 2024-2025 UPWP.

Dear PACTS Municipal Managers and PACTS Policy Board Members:

This communication contains an invoice for local transportation match for CY23 and provides projections for CY24 and CY25 local match.

The Portland Area Comprehensive Transportation System (PACTS) is a federally mandated Metropolitan Planning Organization (MPO) that guides transportation policy and investments in the Greater Portland, Maine region. Among other Federal requirements, PACTS is required to complete a biennial Unified Planning Work Program (UPWP) that details the MPO's administrative and planning tasks over a two-year period. This work program is necessary to meet federal requirements for making capital roadway and public transportation investments in your municipality and the region. PACTS' UPWP, primarily funded by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), requires a 20 percent local match.

The municipal match is critical for many reasons. Of note, the match ensures the region satisfies important Federal transportation requirements for projects to receive funding, leverages available Federal planning funds, and positions our region for additional Federal funding for capital improvements.

The following memo and accompanying invoice specify the municipal match requirements for CY23 (the second year of the 2022-2023 UPWP) while also providing projections for CY24 and CY25 invoicing.

TIF
43-1320-4090
3212

1 | Page

1. CY23 Municipal Match (This Invoice)

While the current 2023-2023 UPWP covers a two-year period, *the attached invoice is only for CY23.*¹ The CY23 municipal match amounts are summarized by municipality in Table 1.

Table 1: CY23 Municipal Match (the Second Year of the 2023-2024 UPWP)

Municipality	Metrics-based Municipal Match (FHWA) [a]	Project-based Municipal Match (FHWA) [b]	Metrics-based Municipal Match (FTA) [c]	Total CY23 Municipal Match
Arundel	\$1,089		\$373	\$1,462
Biddeford	\$4,225		\$1,446	\$5,670
Cape Elizabeth	\$1,284		\$439	\$1,723
Cumberland	\$1,605		\$549	\$2,154
Falmouth	\$3,137		\$1,074	\$4,211
Freeport	\$2,290	\$6,000	\$784	\$9,074
Gorham	\$4,221	\$4,600	\$1,445	\$10,266
North Yarmouth	\$906		\$310	\$1,216
Old Orch. Beach	\$1,112		\$381	\$1,493
Portland	\$14,956	\$20,000	\$5,118	\$40,074
Raymond	\$1,196		\$409	\$1,606 * 2
Saco	\$3,826	\$20,000	\$1,309	\$25,135
Scarborough	\$6,269		\$2,145	\$8,414
South Portland	\$5,950		\$2,036	\$7,987
Standish	\$2,733		\$935	\$3,669
Westbrook	\$4,423		\$1,514	\$5,937
Windham	\$4,225		\$1,446	\$5,671
Yarmouth	\$1,605		\$549	\$2,154
Total	\$65,053	\$0	\$22,263	\$137,916

FHWA – Federal Highway Administration; FTA – Federal Transit Administration

[a] Reflects 30% increase for the Infrastructure Investment and Jobs Act (IIJA) / Bipartisan Infrastructure Law (BIL), which increased the federal funding levels. In a January 2022 memo, staff recommended that communities plan and budget accordingly, anticipating an increase of ~35% over prior UPWPs (and what was shown in that memo). The metrics-based methodology was approved by the PACTS Executive Board in October 2021 and considers population, employment, lane miles, and VMT.

[b] Communities with municipal-sponsored plans/studies who agreed to contribute project-specific municipal match. Included: Freeport (Trail Study, Parking Analysis); Gorham (Cross Town Trail); Portland (Forest Ave., Revere to Bedford); and Saco (Portland Rd.).

[c] Reflects 30% increase for IIJA/BIL. The metrics-based methodology was approved by the PACTS Executive Board in December 2021 and considers population, employment, lane miles, and VMT.

¹ Invoices for CY22 were sent in May 2023.

2. CY2024 – 2025 UPWP Municipal Match Expectations

Beginning in CY24 with the 2024-2025 UPWP, MaineDOT will provide a 10% match on FHWA funding (reduced from the 15% MaineDOT has provided in previous years) and a 10% match on FTA funding (up from 0% in 2022).² Given that FHWA funding represents over 75% of the UPWP, this change, coupled with increased federal funding, will result in a significant net increase in municipal match from PACTS communities. *As a result, GPCOG staff recommend that municipalities prepare for increases in CY24 and beyond. Although municipal-sponsored studies (and commensurate match) and transit agency contributions to Remix software will help mitigate the impacts, municipal match is expected to double in the 2024-2025 UPWP.*³ PACTS will discuss municipal match for the 2024-2025 UPWP in early CY24.

Thank you for your time and thank you for working together to improve transportation in our region.

Sincerely,



Chris Chop
Transportation Director
Greater Portland Council of Governments

² PACTS and the other three MPOs requested MaineDOT provide a 15% match for both FHWA and FTA funding, but the request was not granted. Instead, MaineDOT lowered the match for FHWA funds to 10% and increased the match for FTA funds to 10%. Because the FTA funds are so much less than the FHWA funds, the net impact is that communities need to contribute more match.

³ This expectation was set in May 2023, as well.

Raymond
3:11 PM

TIF EXPENSES (July - Dec. 2023)
ACCOUNTS: E 43-1320-1000 - E 43-1320-9051
JULY TO DECEMBER

10/2024
Page 1

ACCOUNT	YTD BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
43 - Special Revenue Funds	319,770.00	150,769.02	150,769.02	169,000.98	47.15
1320 - Tax Increment Financing	319,770.00	150,769.02	150,769.02	169,000.98	47.15
1000 - Salaries	8,500.00	8,500.00	8,500.00	0.00	100.00
July	0.00	1,890.00	0.00	0.00	----
August	0.00	2,560.95	0.00	0.00	----
September	0.00	2,305.80	0.00	0.00	----
October	0.00	1,743.25	0.00	0.00	----
2050 - Social Security & Medicare	650.00	650.00	650.00	0.00	100.00
July	0.00	144.57	0.00	0.00	----
August	0.00	195.91	0.00	0.00	----
September	0.00	176.39	0.00	0.00	----
October	0.00	133.13	0.00	0.00	----
3101 - Assessing	7,040.00	3,850.00	3,850.00	3,190.00	54.69
November	0.00	1,650.00	0.00	0.00	----
December	0.00	2,200.00	0.00	0.00	----
3110 - Mapping & GIS	15,000.00	0.00	0.00	15,000.00	0.00
3130 - Planning Services	30,000.00	2,502.98	2,502.98	27,497.02	8.34
September	0.00	657.02	0.00	0.00	----
October	0.00	573.40	0.00	0.00	----
November	0.00	605.85	0.00	0.00	----
December	0.00	666.71	0.00	0.00	----
3180 - Revaluation	0.00	0.00	0.00	0.00	----
3185 - Street Light Fixtures	36,500.00	21,161.20	21,161.20	15,338.80	57.98
July	0.00	1,633.60	0.00	0.00	----
November	0.00	19,527.60	0.00	0.00	----
3240 - Advertising	4,100.00	0.00	0.00	4,100.00	0.00
3245 - Comprehensive Plan	50,000.00	30,427.55	30,427.55	19,572.45	60.86
August	0.00	11,239.20	0.00	0.00	----
September	0.00	4,144.60	0.00	0.00	----
October	0.00	5,282.10	0.00	0.00	----
November	0.00	6,393.73	0.00	0.00	----
December	0.00	3,367.92	0.00	0.00	----
3305 - Historical Society	1,800.00	1,800.00	1,800.00	0.00	100.00
November	0.00	1,800.00	0.00	0.00	----
3320 - Raymond Rattlers	1,000.00	1,000.00	1,000.00	0.00	100.00
November	0.00	1,000.00	0.00	0.00	----
3325 - Lake Region Bus	1,000.00	0.00	0.00	1,000.00	0.00
3330 - RWPA Courtesy Boat Inspection	7,000.00	7,000.00	7,000.00	0.00	100.00
August	0.00	7,000.00	0.00	0.00	----

TIF EXPENSES (JULY - Dec. 2023)
ACCOUNTS: E 43-1320-1000 - E 43-1320-9051
JULY TO DECEMBER

ACCOUNT	YTD BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
43 - Special Revenue Funds CONT'D					
3335 - Street Flag Replacement	1,100.00	0.00	0.00	1,100.00	0.00
3346 - Hawthorne House	1,000.00	1,000.00	1,000.00	0.00	100.00
November	0.00	1,000.00	0.00	0.00	----
3348 - Undesignated TIF Projects	0.00	0.00	0.00	0.00	----
3360 - Sebago Lakes Chamber	1,000.00	0.00	0.00	1,000.00	0.00
4060 - FF Equip R&M	11,167.00	11,167.00	11,167.00	0.00	100.00
September	0.00	11,167.00	0.00	0.00	----
4090 - Rte 302 Maintenance	45,700.00	7,760.63	7,760.63	37,939.37	16.98
August	0.00	1,476.95	0.00	0.00	----
September	0.00	666.77	0.00	0.00	----
October	0.00	1,519.16	0.00	0.00	----
November	0.00	3,091.93	0.00	0.00	----
December	0.00	1,005.82	0.00	0.00	----
4100 - Milfoil Removal	8,000.00	27,404.00	27,404.00	-19,404.00	342.55
July	0.00	13,024.00	0.00	0.00	----
August	0.00	-1,541.00	0.00	0.00	----
September	0.00	19,516.00	0.00	0.00	----
October	0.00	-2,054.00	0.00	0.00	----
November	0.00	-1,541.00	0.00	0.00	----
5010 - Hydrant Rental	7,200.00	3,130.00	3,130.00	4,070.00	43.47
August	0.00	626.00	0.00	0.00	----
September	0.00	626.00	0.00	0.00	----
October	0.00	626.00	0.00	0.00	----
November	0.00	626.00	0.00	0.00	----
December	0.00	626.00	0.00	0.00	----
6005 - Supplies General	3,000.00	0.00	0.00	3,000.00	0.00
7020 - Street Lights	0.00	0.00	0.00	0.00	----
July	-4,800.00	0.00	0.00	-4,800.00	0.00
7025 - Utilities	17,400.00	11,802.66	11,802.66	5,597.34	67.83
July	4,800.00	1,139.98	0.00	3,660.02	23.75
August	0.00	2,157.33	0.00	0.00	----
September	0.00	2,434.05	0.00	0.00	----
October	0.00	2,102.16	0.00	0.00	----
November	0.00	1,887.51	0.00	0.00	----
December	0.00	2,081.63	0.00	0.00	----
8050 - Lease Purchase Principal	11,613.00	11,613.00	11,613.00	0.00	100.00
July	0.00	11,613.00	0.00	0.00	----
9035 - Paving/Roads	50,000.00	0.00	0.00	50,000.00	0.00

Raymond
3:11 PM

TIF EXPENSES (JULY) - Dec. 2023)
ACCOUNTS: E 43-1320-1000 - E 43-1320-9051
JULY TO DECEMBER

01/09/2024
Page 3

ACCOUNT	YTD BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT			
43 - Special Revenue Funds CONT'D								
9045 - Technology	0.00	0.00	0.00	0.00	----			
9051 - Hardware Network	0.00	0.00	0.00	0.00	----			
Final Totals	319,770.00	150,769.02	150,769.02	169,000.98	47.15			

Assessing

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Assessors	Salaries	10-10-1250-1000	\$23,213	\$28,593	\$11,328	\$32,259	\$3,666	12.82%
Assessors	Assessing	10-10-1250-3101	\$34,545	\$28,160	\$9,418	\$28,800	\$640	2.27%
Assessors	Registry of Deeds	10-10-1250-3205	\$3,977	\$5,500	\$3,662	\$5,500	\$0	0.00%
Assessors	Software General	10-10-1250-3210	\$11,576	\$13,334	\$13,034	\$15,969	\$2,635	19.76%
Assessors	Travel & Training	10-10-1250-3230	\$0	\$750	\$0	\$750	\$0	0.00%
Assessors	Supplies General	10-10-1250-6005	\$1,346	\$1,500	\$218	\$1,500	\$0	0.00%
Assessors	Property Tax Billing	10-10-1250-6035	\$3,470	\$5,600	\$2,358	\$5,000	-\$600	-10.71%
TOTAL			\$78,127	\$83,437	\$40,018	\$89,778	\$6,341	7.60%

JULY 1, 2024 - JUNE 30, 2025

PROPOSED BUDGET

CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
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ACCOUNT

Dept/Div.: 10-1250 GG / ASSESSING

1000 Salaries	28,593	13,373	32,259	3,666	Assessor Admin allocation & proposing to increase hours from 32 to 36 per week
3101 Assess	28,160	9,418	28,800	640	60 Days (80% Dept with other 20% funded by TIF)
3205 Deeds	5,500	3,875	5,500	0	
3210 Software	13,334	13,034	15,969	2,635	Vision fees increased
3230 Travel & Tr	750	0	750	0	
6005 Supplies	1,500	218	1,500	0	
6035 Property tax billing	5,600	2,358	5,000	-600	
	83,437	42,276	89,778	6,341	7.6% Increase

TOWN OF RAYMOND Assessing Office

401 Webbs Mills Road Raymond, Maine 04071
Phone 207.655.4742 x51 Fax 207.655.3024
assessor@raymondmaine.org

INTEROFFICE MEMORANDUM

TO: SUE LOOK, TOWN MANAGER
FROM: CURT LABEL, ASSESSORS AGENT
SUBJECT: FY25 ASSESSING BUDGET
DATE: 1/25/2024
CC: CHARISSE KEACH, FINANCE ADMINISTRATOR

Dear Sue and Charisse,

Attached, please find the initial budget request for the FY2024-2025 assessing department budget. The budget request includes the operational budget of the department, tax billing costs, lien recording charges and fees, and the revaluation reserve fund.

Overall, this year's request is \$28,059 less than last year's department request. Some key changes in this year's budget request include:

- Addition of 4 hours per week additional support from the assessor's administrative assistant, from 32 to 36 hours weekly, beginning October 1, 2024, to provide for additional workload generated by the start of the revaluation project, including expected higher citizen phone inquiries, and accelerated timeline of sale processing and property information support to the vendor.
- Increase of \$640 to the portion of the assessor's agent contract funded by this department in support of routine department operations and to fund an expected rate change for FY25.
- Decrease of \$35,000 to the revaluation reserve fund. With this FY25 appropriation, the fund will contain \$325,000. The current estimated total cost of the revaluation project is \$365,000, (not including legal fees and tax abatements) consisting of the following:
 - Real Property Revaluation- \$300,000 (\$295,000 contracted price, plus parcel count overages above 3,950)
 - Personal Property Revaluation- \$20,000 (This portion of the project to be re-bid in next couple months)

- Miscellaneous- \$15,000 (public relations activities/mailings, necessary equipment purchases, Board of Assessment Review support, GIS subcontract work)
 - Assessors Agent- \$30,000 (Temporary support of revaluation implementation/defense in addition to normal operating budget. Estimating 50 days of additional services required over the next 3.5 years, mostly in the second half of FY26 and first half of FY27)
 - Unexpended funds at the conclusion of the project may be returned to undesignated fund balance.
- Increase of \$2,635 due to increases in Vision CAMA maintenance fees.
 - Anticipated costs for registry of deeds fees, training, supplies and tax billing are expected to remain static for FY25.

Sincerely,

A handwritten signature in black ink, appearing to read "Curt Lebel". The signature is fluid and cursive, with the first name "Curt" and last name "Lebel" clearly distinguishable.

Curt Lebel

Assessors Agent, Town of Raymond

Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01, /2024
Page 5

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
10 - General Government CONT'D						
1250 - Assessors	83,437.00	83,437.00	40,017.56	40,017.56	43,419.44	47.96
1000 - Salaries	28,593.00	28,593.00	11,327.95	11,327.95	17,265.05	39.62
July	0.00	0.00	1,534.08	0.00	0.00	----
August	0.00	0.00	2,045.44	0.00	0.00	----
September	0.00	0.00	541.44	0.00	0.00	----
October	0.00	0.00	2,093.39	0.00	0.00	----
November	0.00	0.00	3,068.16	0.00	0.00	----
December	0.00	0.00	2,045.44	0.00	0.00	----
3101 - Assessing	28,160.00	28,160.00	9,417.50	9,417.50	18,742.50	33.44
August	0.00	0.00	1,100.00	0.00	0.00	----
September	0.00	0.00	5,500.00	0.00	0.00	----
October	0.00	0.00	2,817.50	0.00	0.00	----
3180 - Revaluation	0.00	0.00	0.00	0.00	0.00	----
3205 - Registry of Deeds	5,500.00	5,500.00	3,662.00	3,662.00	1,838.00	66.58
August	0.00	0.00	2,113.00	0.00	0.00	----
September	0.00	0.00	100.00	0.00	0.00	----
October	0.00	0.00	839.00	0.00	0.00	----
November	0.00	0.00	55.00	0.00	0.00	----
December	0.00	0.00	555.00	0.00	0.00	----
3210 - Software General	13,334.00	13,334.00	13,034.00	13,034.00	300.00	97.75
July	0.00	0.00	13,034.00	0.00	0.00	----
3230 - Travel & Training	750.00	750.00	0.00	0.00	750.00	0.00
6005 - Supplies General	1,500.00	1,500.00	218.09	218.09	1,281.91	14.54
July	0.00	0.00	1.26	0.00	0.00	----
September	0.00	0.00	2.52	0.00	0.00	----
October	0.00	0.00	1.83	0.00	0.00	----
November	0.00	0.00	211.85	0.00	0.00	----
December	0.00	0.00	0.63	0.00	0.00	----
6035 - Property Tax Billing	5,600.00	5,600.00	2,358.02	2,358.02	3,241.98	42.11
September	0.00	0.00	2,358.02	0.00	0.00	----

Code Enforcement

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Code Enforcement	Salaries	10-10-1500-1000	\$187,176	\$203,922	\$90,008	\$211,685	\$7,763	3.81%
Code Enforcement	Contract Fees & Services	10-10-1500-3005	\$9,359	\$4,995	\$0	\$4,995	\$0	0.00%
Code Enforcement	Software General	10-10-1500-3210	\$10,646	\$7,500	\$6,197	\$7,000	-\$500	-6.67%
Code Enforcement	Travel & Training	10-10-1500-3230	\$382	\$750	\$35	\$675	-\$75	-10.00%
Code Enforcement	Advertising	10-10-1500-3240	\$654	\$675	\$312	\$675	\$0	0.00%
Code Enforcement	Supplies General	10-10-1500-6005	\$2,145	\$2,250	\$261	\$2,250	\$0	0.00%
Code Enforcement	Gas/Diesel	10-10-1500-6020	\$3,088	\$3,000	\$1,038	\$2,700	-\$300	-10.00%
Code Enforcement	Postage	10-10-1500-6031	\$906	\$850	\$244	\$765	-\$85	-10.00%
Code Enforcement	Phone	10-10-1500-7015	\$2,101	\$1,950	\$1,464	\$1,950	\$0	0.00%
TOTAL			\$216,457	\$225,892	\$99,559	\$232,695	6,803	3.01%

JULY 1, 2024 - JUNE 30, 2025

PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
---------	------------------------	---------------------------------	-------------------------	------------------------	-------------

10 - General Government

1500 - Code Enforcement					
1000 - Salaries	203,922	105,570	211,685	7,763	Increase includes merit pool allocation from FY24
3005 - Contract Fees & Services	4,995	1,138	4,995	0	Continuous improvement to existing ordinances, GIS services, & engineering fees.
3210 - Software General	7,500	6,197	7,000	-500	Proposing a reduction
3230 - Travel & Training	750	35	675	-75	Proposing a reduction
3240 - Advertising	675	312	675	0	Flat funded
6005 - Supplies General	2,250	911	2,250	0	Flat funded
6020 - Gas/Diesel	3,000	1,376	2,700	-300	Small decrease base on 2024 vehicle consumption
6031 - Postage	850	272	765	-85	Proposing a reduction due to postage usage in FY2024
7015 - Phone	1,950	978	1,950	0	Flat funded
Final Totals	225,892	116,788	232,695	6,803	



ALEX SIROIS
CODE ENFORCEMENT OFFICER
(207) 655-4742 x161
alex.sirois@raymondmaine.org

401 WEBBS MILLS ROAD
RAYMOND, MAINE 04071

JANET STAPLES
ADMINISTRATIVE ASSISTANT
(207) 655-4742 x161
janet.staples@raymondmaine.org

DATE: January 19, 2024
TO: Sue Look and Charisse Keach
FROM: Alex Sirois
RE: 2025 Proposed Budget

Dear Sue and Charisse,

Please see the below proposed Code Enforcement & Planning budget for 2025:

EXPENDITURES	2024 BUDGET	2025 PROPOSED	DIFFERENCE
1000 – Salaries	\$211,685.00 ¹	\$211,685.00	- 0.00
3005 – Contract Fees & Services	\$4,995.00	\$4,995.00	- 0.00
3210 – Software General	\$7,500.00	\$7,000.00	- \$500.00
3230 – Travel & Training	\$750.00	\$675.00	- \$75.00
3240 – Advertisement	\$675.00	\$675.00	- 0.00
6005 – Supplies General	\$2,250.00	\$2,250.00	- 0.00
6020 – Gas/Diesel	\$3,000.00	\$2,700.00	- \$300.00
6031 – Postage	\$850.00	\$765.00	- \$85.00
7015 – Phone	\$1,950.00	\$1,950.00	- 0.00
Total	\$233,655.00	\$232,695.00	- \$960.00
REVENUES	2024 BUDGET	2025 PROPOSED	DIFFERENCE
CEO & Planning Fees	\$140,000.00	\$175,000.00	+ \$35,000.00
NET INCREASE			- \$35,960.00

1000 – Salaries

I am not proposing any changes to this line item in 2024.

3005 – Contract Fees & Services

I am not proposing any changes to this line item in 2025. This money would be used to continue to improve our existing ordinances and incorporate them into our new system. This includes some fees for GIS services and occasional engineering fees.

3210 – Software General

I am proposing a reduction to this line item for 2025.

¹ This total reflects the corrected budget amount following 2024 merit increases.



ALEX SIROIS
CODE ENFORCEMENT OFFICER
(207) 655-4742 x161
alex.sirois@raymondmaine.org

401 WEBBS MILLS ROAD
RAYMOND, MAINE 04071

JANET STAPLES
ADMINISTRATIVE ASSISTANT
(207) 655-4742 x161
janet.staples@raymondmaine.org

3230 – Travel & Training

I am proposing a reduction to this line item for 2025.

3240 – Advertisement

I am not proposing any changes to this line item in 2025.

6005 – Supplies General

I am not proposing any changes to this line item in 2025.

6020 – Gas/Diesel

I am proposing a small decrease in this line based on the 2024 usage of our two department vehicles.

6031 – Postage

I am proposing a reduction to this line item for 2025 based on 2024 usage.

7015 – Phone

I am not proposing any changes to this line item in 2025.

Revenues – Code Enforcement Office/Planning Fees

Six months into the fiscal year 2024, the department has a revenue of \$125,575.02. This puts us on pace to bring in approximately \$251,150.04 for 2024 (\$111,150.04 over budget). I have increased the 2025 proposed revenue to \$175,000.00, up from last year's \$140,000.00.

Sincerely,

Alexander L. Sirois
Code Enforcement Officer
Town of Raymond, Maine

Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01/23/2024
Page 6

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
10 - General Government CONT'D						
1500 - Code Enforcement	225,892.00	225,892.00	99,559.05	99,559.05	126,332.95	44.07
1000 - Salaries	203,922.00	203,922.00	90,007.50	90,007.50	113,914.50	44.14
July	0.00	0.00	11,732.63	0.00	0.00	----
August	0.00	0.00	15,733.74	0.00	0.00	----
September	0.00	0.00	8,189.33	0.00	0.00	----
October	0.00	0.00	15,762.90	0.00	0.00	----
November	0.00	0.00	23,171.37	0.00	0.00	----
December	0.00	0.00	15,417.53	0.00	0.00	----
3005 - Contract Fees & Services	4,995.00	4,995.00	0.00	0.00	4,995.00	0.00
3210 - Software General	7,500.00	7,500.00	6,197.31	6,197.31	1,302.69	82.63
July	0.00	0.00	1,950.64	0.00	0.00	----
October	0.00	0.00	4,210.67	0.00	0.00	----
November	0.00	0.00	12.00	0.00	0.00	----
December	0.00	0.00	24.00	0.00	0.00	----
3230 - Travel & Training	750.00	750.00	35.00	35.00	715.00	4.67
September	0.00	0.00	35.00	0.00	0.00	----
3240 - Advertising	675.00	675.00	312.00	312.00	363.00	46.22
September	0.00	0.00	156.00	0.00	0.00	----
October	0.00	0.00	156.00	0.00	0.00	----
6005 - Supplies General	2,250.00	2,250.00	260.57	260.57	1,989.43	11.58
August	0.00	0.00	67.82	0.00	0.00	----
September	0.00	0.00	130.40	0.00	0.00	----
November	0.00	0.00	62.35	0.00	0.00	----
6020 - Gas/Diesel	3,000.00	3,000.00	1,037.85	1,037.85	1,962.15	34.60
September	0.00	0.00	385.78	0.00	0.00	----
November	0.00	0.00	417.59	0.00	0.00	----
December	0.00	0.00	234.48	0.00	0.00	----
6031 - Postage	850.00	850.00	244.33	244.33	605.67	28.74
July	0.00	0.00	81.58	0.00	0.00	----
August	0.00	0.00	14.07	0.00	0.00	----
September	0.00	0.00	10.11	0.00	0.00	----
October	0.00	0.00	62.13	0.00	0.00	----
November	0.00	0.00	54.31	0.00	0.00	----
December	0.00	0.00	22.13	0.00	0.00	----
7015 - Phone	1,950.00	1,950.00	1,464.49	1,464.49	485.51	75.10
August	0.00	0.00	162.78	0.00	0.00	----
September	0.00	0.00	162.78	0.00	0.00	----
October	0.00	0.00	162.94	0.00	0.00	----

Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01/20/2024
Page 7

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
10 - General Government CONT'D						
November	0.00	0.00	163.00	0.00	0.00	---
December	0.00	0.00	812.99	0.00	0.00	---

Animal Control

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Animal Control	Animal Welfare	10-20-6100-3050	\$6,486	\$6,487	\$4,865	\$6,668	\$181	2.79%
Animal Control	Assessment	10-20-6100-3200	\$31,360	\$34,291	\$12,328	\$39,858	\$5,567	16.23%
Animal Control	Vehicle Maintenance	10-20-6100-4020	\$0	\$667	\$0	\$0	-\$667	-100.00%
Animal Control	Supplies General	10-20-6100-6005	\$50	\$0	\$23	\$0	\$0	#DIV/0!
Animal Control	Gas/Diesel	10-20-6100-6020	\$570	\$716	\$115	\$334	-\$382	-53.35%
TOTAL			\$38,466	\$42,161	\$17,332	\$46,860	\$4,699	11.15%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
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20 - Public Safety

6100 - Animal Control					
1000 - Salaries	0	0	0	0	
3050 - Animal Welfare	6,487	4,865	6,668	181	
3200 - Assessment	34,291	17,404	39,858	5,567	
3230 - Travel & Training	0	0	0	0	
4020 - Vehicle Maintenance	667	0	0	-667	
6005 - Supplies General	0	58	0	0	
6020 - Gas/Diesel	716	129	334	-382	
Final Totals	42,161	22,456	46,860	4,699	

**FY 25
ANIMAL CONTROL COST CENTER**

	APPROVED FY23	APPROVED FY24	DEPARTMENT HEAD FY25	TOWN MANAGERS FY25	\$ INCREASE OR DECREASE	% INCREASE OR DECREASE
104 PUBLIC SAFETY						
03 ANIMAL CONTROL						
10 PAYROLL						
09 ASSISTANT ACO	\$ 5,000	\$ 5,000	\$ 20,800	\$ 20,800	\$ 15,800	316.00%
17 ANIMAL CONTROL OFFICER	\$ 37,877	\$ 45,760	\$ 47,362	\$ 47,362	\$ 1,602	3.50%
98 OVERTIME	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	100.00%
Subtotal	\$ 45,877	\$ 55,760	\$ 73,162	\$ 73,162	\$ 17,402	31.21%
11 BENEFITS & INSURANCE						
01 HEALTH INSURANCE	\$ 28,620	\$ 29,765	\$ 31,026	\$ 31,026	\$ 1,261	4.24%
02 FICA/MED/RETIREMENT	\$ 4,736	\$ 5,406	\$ 6,624	\$ 6,624	\$ 1,218	22.53%
03 WORKERS COMP	\$ 460	\$ 460	\$ 436	\$ 436	\$ (24)	-5.22%
Subtotal	\$ 33,816	\$ 35,631	\$ 38,085	\$ 38,085	\$ 2,454	6.89%
20 UTILITIES						
02 PHONE/CELL PHONES	\$ 828	\$ 828	\$ 828	\$ 828	\$ -	0.00%
Subtotal	\$ 828	\$ 828	\$ 828	\$ 828	\$ -	0.00%
30 SERVICES						
06 PROFESSIONAL SERVICES	\$ 5,214	\$ 5,214	\$ -	\$ -	\$ (5,214)	-100.00%
09 DUES & FEES	\$ 154	\$ 154	\$ -	\$ -	\$ (154)	100.00%
33 VETERINARIAN SERVICES	\$ 2,000	\$ 1,000	\$ -	\$ -	\$ (1,000)	-100.00%
Subtotal	\$ 7,368	\$ 6,368	\$ -	\$ -	\$ (6,368)	-100.00%
50 SUPPLIES & EQUIPMENT						
01 SUPPLIES	\$ 4,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.00%
13 NEW EQUIPMENT	\$ 2,200	\$ 1,200	\$ 2,000	\$ 2,000	\$ 800	66.67%
14 UNIFORMS	\$ 1,000	\$ 2,000	\$ 1,200	\$ 1,200	\$ (800)	-40.00%
Subtotal	\$ 7,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ -	0.00%
60 REPAIRS & MAINTENANCE						
06 GAS/DIESEL		\$ 2,150	\$ -		\$ (2,150)	-100.00%
07 EQUIPMENT REPAIR/MAINT.	\$ 1,000	\$ 2,000	\$ 1,000	\$ 1,000	\$ (1,000)	-50.00%
21 ACO VEHICLE	\$ 2,000	\$ 2,000	\$ -		\$ (2,000)	-100.00%
Subtotal	\$ 3,000	\$ 6,150	\$ 1,000	\$ 1,000	\$ (5,150)	-83.74%
70 TRAINING & TRAVEL						
01 CONFERENCE/TRAINING FEES	\$ 2,000	\$ 1,000	\$ 2,000	\$ 1,000	\$ -	0.00%
02 MILEAGE	\$ 800	\$ 800	\$ 800	\$ 800	\$ -	0.00%
Subtotal	\$ 2,800	\$ 1,800	\$ 2,800	\$ 1,800	\$ -	0.00%
104-03 ANIMAL CONTROL : SUBTOTALS	\$ 101,389	\$ 112,237	\$ 121,575	\$ 120,575	\$ 8,338	7.43%
			Cost Per Town 3 Towns		Cost Per Town 4 Towns	
			\$ 120,575	\$ 40,191.68	\$ 30,143.76	



PO Box 336
Westbrook, ME 04098-0336
207-854-9771 ph 207-887-7216 fx

Letter of Transmittal

To: Town of Raymond
Attn: Sue Look, Interim Town Manager
401 Webbs Mill Road
Raymond, ME 04071
Re: Town Contract Renewal 2025

From: Joanne Majka
Date: December 15, 2023
CC: file

Please find the enclosed 2 copies of the Animal Refuge League of Greater Portland (ARLGP) shelter contract renewals. Your fiscal year 2025 contracts utilize the 2020 Census Data which reports Raymond's total population at 4,536. The per capita rate for your contract will increase from \$1.43 to \$1.47. Additionally, you will receive the 2023 animal statistics in January after they've been compiled.

To renew your contract with the ARLGP, enter the date on page 1 and sign on page 4 on each contract. Please return one copy of the contract back to the ARLGP.

Currently we collect and reimburse the Town of Raymond a \$50.00 Impound Fee (1st offense) from anyone who claims a dog or cat that was brought to us by the Raymond ACO or a Raymond officer, we collect a \$75.00 Impound Fee (2nd offense), and a \$100.00 Impound Fee for each repeat offense thereafter. If you want to change these rates, please notify us in writing.

If you have any questions or need additional information, please do not hesitate to contact Joanne Majka at 207-517-3933 or jmajka@arlgp.org.

Sincerely,

Joanne Majka

AGREEMENT

THIS AGREEMENT made and executed in duplicate this 5th (day) of JANUARY (month), 2024 (year), by and between the Town of Raymond, a municipal corporation with a place of business located in the County of Cumberland, State of Maine (hereinafter "Municipality") and the Animal Refuge League of Greater Portland, a non-profit corporation organized and existing under the laws of the State of Maine, with a principal place of business located at 217 Landing Road, in Westbrook, County of Cumberland, State of Maine, (hereinafter "ARLGP").

WITNESSETH:

WHEREAS, Municipality is required under the laws of the State of Maine to provide shelter at a State licensed animal control shelter (7 M.R.S.A. 3949) for stray and lost dogs, cats, and domesticated animals that are a problem in the community (hereinafter "Animals"); and

WHEREAS, Municipality is required under the laws of the State of Maine to provide services relating to the humane disposition of said Animals in the event they are not claimed by their owners; and

WHEREAS, ARLGP possesses both the expertise and facilities to provide these services;

NOW, THEREFORE, the parties hereby agree as follows:

1. Acceptance of Animals. Provided the ARLGP shelter is not under quarantine as imposed by State humane agent(s), State veterinarian(s), or contract veterinarian(s), ARLGP agrees that it will accept each and every stray, lost and confiscated domestic Animal delivered to it at the ARLGP shelter by a duly authorized Animal Control Officer, Police Officer or citizen of Municipality, provided the Animal was found within the territorial limits of Municipality. Said Animals shall be held for the legal impoundment period, after which the ARLGP will make such disposition as it, in its sole discretion, deems necessary and proper.
2. Delivery of Animals. Provided the ARLGP shelter is not under quarantine, all stray or lost Animals collected by the said Animal Control/Police Officer shall be delivered to ARLGP for the impoundment period provided the Animal Control/Police Officer cannot return the stray or lost Animal to its owner directly.
3. Delivery and Hours of Operation. ARLGP staff are regularly available between 7:00 a.m. and 5:00 p.m. Monday through Friday and between 7:00 a.m. and 4:00 p.m. Saturdays and Sundays. Whenever possible, delivery of said animals should be planned during those hours in order to ensure there is cage/kennel space available. After regular business hours, Animal Control/Police Officer(s) have access to limited temporary kenneling facilities at the ARLGP shelter.
4. Exclusive Rights and Custody. Municipality agrees that all Animals apprehended and seized within the boundaries of the Municipality and delivered to the ARLGP shall be under the exclusive control and custody of the ARLGP. Moreover, Municipality agrees that, so far as it is concerned, the ARLGP shall have the undisputed right, consistent with the laws of the State of Maine, to humanely dispose of every Animal given into its custody in accordance with State laws and the policies and procedures of the ARLGP.
5. Proper Care Required. ARLGP shall comply with animal care standards as required by State law for such Animals while they are in the ARLGP's possession.
6. Rabies Quarantine. The ARLGP shall quarantine on a space available basis for a period of at least ten (10) days, stray dogs and cats in the Municipality which have bitten residents of the

Municipality. Provision for rabies testing, and the costs therein, are the sole responsibility of the Municipality and/or its residents. The ARLGP is not obligated, nor does it have the space, to quarantine privately owned Animals.

7. Fees. For the services provided by the ARLGP, Municipality agrees to pay the ARLGP the total sum of \$6,667.92, which is based on 4 Quarters at the rate of \$1.47 per capita of the Municipality population 4,536, from the 2020 Census. All money is payable in advance. Quarterly payments are in the amount of \$1,666.98 each for 4 quarters. The first installment is due on July 1st, 2024 and will be invoiced separately.
8. Boarding of Confiscated Animals. The fees noted in Paragraph 7, above, shall cover all boarding for Animals delivered to the ARLGP and held other than those pending court proceedings. It is important to note that in the case of seizures due to cruelty and or neglect, costs and fees for animal care are the municipality's responsibility. The law does provide for the municipality's reimbursement from the animal's owner. ARLGP fee schedules are available upon request.
9. Impoundment Fee Collection and Licensing. The ARLGP agrees that it will require every owner seeking to redeem an impounded Animal to pay the appropriate municipal impoundment fee, plus the cost of board at a rate to be determined by the ARLGP for each day of impoundment from the date of impoundment. Further, the ARLGP will require the owner of every impounded Animal to pay all applicable fees, including veterinary medical and vaccination fees, of an impounded Animal. The ARLGP shall also require proof of licensure prior to releasing a dog into the custody of the owner in accordance with 7 M.R.S.A. 3913(3) (C), as may be amended or will provide owner with a ten (10) day temporary license and forward copies to Municipality.
10. Documentation. The ARLGP agrees to provide to Municipality an annual detailed record of the number of stray or lost Animals seized within the territorial limits of Municipality and received by the ARLGP.
11. Enforcement Activities. Municipality shall be fully responsible for carrying out all enforcement activities required under the laws of the State of Maine and the Ordinances of the Municipality, as may be amended. The ARLGP shall not be required to apprehend or seize any Animals found roaming at large.
12. Donations and Gifts. Any and all donations, contributions, or anything of value given to or received by the ARLGP as a result of any service performed in carrying out the provisions of the Agreement, including but not limited to payments received pursuant to Paragraph 7 above, shall be the exclusive property of the ARLGP, and Municipality shall have no claim or interest therein.
13. Adoption Authority. The ARLGP shall have the sole and exclusive right to determine the responsibility of persons offering to become the owners of unclaimed Animals and the suitability of homes offered, and shall have the sole and exclusive right to accept or reject such applicants for unclaimed Animals.
14. Veterinary Care. As prescribed by 7 M.R.S.A. § 3948, the municipality is responsible for providing proper medical attention to any injured stray companion animal. The ARLGP will not accept any injured stray animal that has not received proper veterinarian medical care. Municipality agrees that it shall obtain appropriate emergency veterinary care for injured Animals prior to delivery to the ARLGP shelter. In the event that Municipality delivers an injured Animal to the ARLGP without first obtaining appropriate emergency veterinary care, the ARLGP, in its sole discretion, may elect either to refuse acceptance of such Animal or to accept delivery of such Animal and procure the veterinary care it deems necessary or appropriate. Municipality agrees to reimburse

the ARLGP for the costs of emergency and required follow up care within ten (10) days from the receipt of an invoice.

At no time will the municipality drop off any injured stray companion animal to the ARLGP during closed hours unless prior arrangements have been made with an ARLGP representative.

15. Animal Control Officers. Municipality agrees that it shall notify the ARLGP, in writing, of the identities of all of its duly authorized Animal Control Officers. Municipality agrees that it will provide each Animal Control Officer with a copy of the animal control laws of the State of Maine contained in the booklet published by the Maine Animal Welfare Board, the sections of the Municipality's Codes or Ordinances which are pertinent to the performance of their duties, and the terms of this Agreement. Animal Control Officers must also be certified as required by Title 7 M.R.S.A. 3947.
16. Independent Capacity. The ARLGP, its officers, employees, agents and volunteers shall act in an independent capacity during the term of this Agreement and shall not act or hold themselves out as officers, employees, agents or volunteers of Municipality. Municipality, its employees, agents and representatives shall act in an independent capacity during the term of this Agreement and shall not act or hold themselves out as officers, employees, agents or volunteers of the ARLGP. Nothing in this Agreement shall be deemed by either party or by any third party as creating a joint venture or partnership between the ARLGP and Municipality.
17. Indemnity. The ARLGP shall, at its own expense, defend, indemnify and save Municipality harmless from and as to all demands, claims, causes of action or judgments as the extent that some loss or claim results from the error, omission, negligence or fault of the ARLGP, its officers, employees or agents.
18. Compliance. The ARLGP agrees to comply with applicable federal and state laws and regulations in the performance of this Agreement.
19. Assignment. This Agreement shall not be assigned by either party without the prior written approval of the other party.
20. Other Services. The ARLGP offers to provide the following services to Municipality at no additional cost to Municipality:
 - a. Cremation Services: The ARLGP will accept for cremation stray or lost Animals, dead on arrival, from animal control officers, or duly authorized law enforcement personnel.
 - b. Telephone Services: To avoid confusion, the ARLGP will take all telephone inquiries regarding reclaiming an Animal and adopting an Animal. Under special circumstances involving suspected abuse or neglect, the Animal Control/Police Officer(s) may request that they be contacted prior to an Animal being reclaimed by its owner.
 - c. Lost and Found Pet Services: ARLGP staff will take lost and found reports to facilitate the return of pets to their owners.
 - d. Education Services: ARLGP staff and volunteers will be available for conducting education programs upon request to any interested community group or organization, including schools, grades K through 12.
21. Term. The term of this Agreement shall be from July 1, 2024, to June 30, 2025.
22. End of Term. At or before the end of the term of this Agreement, the parties shall negotiate the terms and conditions of either an extension of this Agreement or a new Agreement. As long as Municipality is negotiating in good faith, the ARLGP agrees to continue to receive and care for stray and lost Animals pursuant to the terms and conditions of this Agreement as may be in effect

- at the end of the term. Provided, however, that such obligation shall not exceed three (3) months and that Municipality continues to make quarterly payments as were in effect at the end of the term.
23. Complete Agreement. This Agreement represents the entire agreement between the parties and no oral or prior written matter shall have any force or effect. No amendment shall be effective without prior express written approval signed by both parties hereto. Neither party shall be bound by any conditions not expressly stated in this Agreement.
24. Binding. This Agreement is binding upon, and shall inure to the benefit of the heirs, assigns and successors in interest of the parties hereto.
25. Severability. If any provisions of this Agreement shall be adjudged to be invalid or unenforceable by final judgment of a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity of the Agreement and the remaining provisions of the Agreement shall be construed as if not containing such provision and, thereafter, the rights and obligation of the parties shall be construed and enforced under the remaining provisions of the Agreement.
26. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Maine.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on their behalf, in duplicate counterparts, as of the date first above written.

By: Susan L Look Witness: Charisse Keach
Printed Name: Susan L Look Printed Name: Charisse Keach
Its: Interim Town Manager

ANIMAL REFUGE LEAGUE OF GREATER PORTLAND
By: Patsy Murphy Witness: Joanne Majka
Printed name: Patsy Murphy Printed Name: Joanne Majka
Its: Executive Director

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
Public Safety CONT'D						
00 - Animal Control	42,161.00	42,161.00	17,331.62	17,331.62	24,829.38	41.11
1000 - Salaries	0.00	0.00	0.00	0.00	0.00	----
3050 - Animal Welfare	6,487.00	6,487.00	4,864.86	4,864.86	1,622.14	74.99
July	0.00	0.00	1,621.62	0.00	0.00	----
September	0.00	0.00	1,621.32	0.00	0.00	----
December	0.00	0.00	1,621.92	0.00	0.00	----
3200 - Assessment	34,291.00	34,291.00	12,328.42	12,328.42	21,962.58	35.95
August	0.00	0.00	3,086.95	0.00	0.00	----
September	0.00	0.00	3,573.83	0.00	0.00	----
November	0.00	0.00	5,667.64	0.00	0.00	----
3230 - Travel & Training	0.00	0.00	0.00	0.00	0.00	----
4020 - Vehicle Maintenance	667.00	667.00	0.00	0.00	667.00	0.00
6005 - Supplies General	0.00	0.00	23.31	23.31	-23.31	----
October	0.00	0.00	2.52	0.00	0.00	----
November	0.00	0.00	3.78	0.00	0.00	----
December	0.00	0.00	17.01	0.00	0.00	----
6020 - Gas/Diesel	716.00	716.00	115.03	115.03	600.97	16.07
September	0.00	0.00	53.62	0.00	0.00	----
November	0.00	0.00	42.76	0.00	0.00	----
December	0.00	0.00	18.65	0.00	0.00	----
6063 - Supplies-Operations	0.00	0.00	0.00	0.00	0.00	----

Public Safety

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Fire Department	Salaries	10-20-6000-1000	\$890,927.00	\$954,930.00	\$487,349.11	\$1,033,917.00	78,987.00	8.27%
Fire Department	Contract Fees & Services	10-20-6000-3005	\$12,243	\$12,000	\$22,096	\$13,000	\$1,000	8.33%
Fire Department	Dispatch Services	10-20-6000-3105	\$36,614	\$37,518	\$37,513	\$38,700	\$1,182	3.15%
Fire Department	Rescue Billing	10-20-6000-3135	\$18,906	\$17,600	\$11,776	\$0	-\$17,600	-100.00%
Fire Department	Health & Safety	10-20-6000-3175	\$10,284	\$8,000	\$1,765	\$7,500	-\$500	-6.25%
Fire Department	Travel & Training	10-20-6000-3230	\$4,263	\$13,000	\$1,769	\$12,500	-\$500	-3.85%
Fire Department	Dues & Publications	10-20-6000-3235	\$3,479	\$3,500	\$1,320	\$3,500	\$0	0.00%
Fire Department	Building Maintenance	10-20-6000-4005	\$6,843	\$13,000	\$9,550	\$11,000	-\$2,000	-15.38%
Fire Department	Vehicle Maintenance	10-20-6000-4020	\$39,600	\$37,000	\$22,232	\$38,000	\$1,000	2.70%
Fire Department	FF Equip R&M	10-20-6000-4060	\$6,228	\$6,500	\$5,885	\$5,000	-\$1,500	-23.08%
Fire Department	Radio Repair & Replacement	10-20-6000-4065	\$4,451	\$7,600	-\$1,553	\$7,000	-\$600	-7.89%
Fire Department	Uniforms/Clothing	10-20-6000-6015	\$3,655	\$6,500	\$7,374	\$7,500	\$1,000	15.38%
Fire Department	Gas/Diesel	10-20-6000-6020	\$23,992	\$25,000	\$12,628	\$25,000	\$0	0.00%
Fire Department	SCBA/Air Packs	10-20-6000-6061	\$6,175	\$7,200	\$1,873	\$7,000	-\$200	-2.78%
Fire Department	Fire Prevention	10-20-6000-6062	\$1,200	\$1,700	\$1,299	\$1,500	-\$200	-11.76%
Fire Department	Supplies-Operations	10-20-6000-6063	\$13,719	\$10,000	\$522	\$10,000	\$0	0.00%
Fire Department	Supplies-RX	10-20-6000-6064	\$26,466	\$16,593	\$8,213	\$17,000	\$407	2.45%
Fire Department	Turnout Gear/Equipment	10-20-6000-6065	\$8,009	\$10,240	\$3,375	\$2,000	-\$8,240	-80.47%
Fire Department	Heating	10-20-6000-7005	\$10,381	\$13,000	\$595	\$13,000	\$0	0.00%
Fire Department	Utilities	10-20-6000-7025	\$33,619	\$34,390	\$16,022	\$34,390	\$0	0.00%
Fire Department	Equipment	10-20-6000-9005	\$14,401	\$4,000	\$4,122	\$4,000	\$0	0.00%
TOTAL			\$1,175,455	\$1,239,271	\$655,724	\$1,291,507	\$52,236	4.22%

**JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET**

UNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
/DIV: 20-6000 - Public Safety / Fire Dept.					
000 - Salaries	954,930	598,390	1,033,917	78,987	
005 - Contract Fees & Services	12,000	22,334	13,000	1,000	
105 - Dispatch Services	37,518	37,513	38,700	1,182	Final year of 3 year contract
135 - Rescue Billing	17,600	13,171	0	-17,600	Moved to Administration budget
175 - Health & Safety	8,000	1,765	7,500	-500	
230 - Travel & Training	13,000	1,769	12,500	-500	
235 - Dues & Publications	3,500	1,495	3,500	0	
005 - Building Maintenance	13,000	10,331	11,000	-2,000	
020 - Vehicle Maintenance	37,000	35,738	38,000	1,000	Primarily used by 21 year old apparatus (E3 Tank36)
060 - FF Equip R&M	6,500	6,245	5,000	-1,500	Mostly for airpack services & hose testing has increased
065 - Radio Repair & Replacement	7,600	411	7,000	-600	
015 - Uniforms/Clothing	6,500	7,945	7,500	1,000	Provided for 14 FT staff, call company, & per diems
020 - Gas/Diesel	25,000	13,780	25,000	0	
061 - SCBA/Air Packs	7,200	3,673	7,000	-200	Submitting grant for replacing our current ones as they will be out of compliance Nov. 2024
062 - Fire Prevention	1,700	1,299	1,500	-200	
063 - Supplies-Operations	10,000	3,463	10,000	0	
064 - Supplies-RX	16,593	11,752	17,000	407	
065 - Turnout Gear/Equipment	10,240	6,075	2,000	-8,240	Turnout gear replacement budgeted in CIP, line also covers helmets, hoods, gloves, & structural boots.
005 - Heating	13,000	4,640	13,000	0	
025 - Utilities	34,390	18,871	34,390	0	
005 - Equipment	4,000	6,889	4,000	0	
Totals	1,239,271	807,548	1,291,507	52,236	Represents a 4.22% increase

January 22, 2024

Dear Select Board, Town Manager Look, & Budget-Finance Committee members:

Please find the Fire Rescue Department operations and CIP budget enclosed. Despite being innovative it includes some changes which are needed. We take the challenge of keeping budgets controlled very seriously. Strategies to control the budget include applying for grants, working with vendors to reduce costs and regional approaches to achieve better services. An example of those approaches includes finding a regional vendor to perform required annual hose testing and reaching out to fire departments that received grants for air bottle grants and buying or being gifted their bottles that still have serviceable life in them to replace our expired ones resulting in a savings of \$30,000 dollars.

Last year we saw a call volume on par with the prior year except for an increase in double and triple calls for service. On 188 occasions, we experienced simultaneous incident dispatches and on 25 occasions there were three to five calls in Raymond at once. This completely challenges our deployment capabilities causing us to spread our crews to the point of being too thin and not safe and delays care to our townspeople as they wait for the call company or mutual aid to arrive.

In the 2019's cover letter I wrote, "The current cost of a complete set of turnout gear is \$2700, compared to a few years ago when it was about \$2300." Our turnout gear went from \$2800 to \$3900 per set this year for the coat and pants. We are performing a vendor sponsored wear test on a new brand of gear to evaluate its performance. If it holds up, we will purchase this gear. We have added ten sets of gear to CIP this year and we reduced the operational line to cover the necessary repairs of existing gear.

We have also written for years about the vital on-scene communications needed via radio. We need to upgrade to the regulated P-25 standards. These are quad band radios allowing interfacing with UHF /VHF700/800 MHZ that have a more powerful transmitter which with our topography is vital to the safety of our staff and communicating with mutual aid. We are trying again this year to win grant funding for our radio needs.

We are quickly approaching the need to replace our SCBA (self-contained breathing apparatus). Our SCBA packs, purchased via a grant in 2008, are behind on three NFPA standard compliance updates for life safety of our members. Currently a SCBA pack is close to \$10,000 dollars each and new bottles are \$1100 dollars. We are working on grant potentials, but if not funded will need to be a CIP purchase soon.

Vehicle repair costs are up due to the wear and tear on Tanker 36, now 26 years old, and Engine 31 being 22 years old. T-36 had several thousand dollars of plumbing work due to leaks caused by electrolysis, suspension rebuild, and Engine -31 was out of service over 9 weeks from August through January due to fuel and electrical issues. This truck is showing a lot of wear during its annual pump testing indicating a pump rebuild will be coming soon to maintain the pump's rating. Our future plan is to combine these two pieces into a quint that will still give us aerial device and water capabilities.

Despite the constant news of costs going up, we continue to try to find cost control. This year we received grants for video laryngoscopes saving the town \$8,000 dollars. We just received, via ARPA funds with Cumberland County, some radio equipment valued at \$10,000 dollars, but they are not public safety rated.

We are working with vendors and other communities to do a group purchase of ambulances this year, resulting in savings up to \$50,000 per unit. Our ambulance will take a minimum of 2 years from placing the order to receiving it.

After having conversations & working with the Finance Director, we have moved the cost of medical billing back to the Administration budget, which is offset by the rescue billing income of over \$200,000 a year.

We will continue to push for grants and requests to the Raymond Fire & Rescue Association to fund items needed to provide services while saving the taxpayer. Continued regional approaches, under the County study, will hopefully realize some savings on group purchase.

We are always welcoming suggestions to achieve the goals of providing coverage and safety to the public and our personnel. Arriving alone on scene is no longer an accepted practice for safety. We have encountered weapons, drugs, and violent scenarios at incidents.

We continue to find methods of cost control while providing the best possible services, prevention, and education efforts to our citizens and visitors. As we find new ways of providing services with safety in mind, we must be open to changing methodologies and welcome technology. For example we were forced to change reporting software this year, its initial cost was high but in ongoing years will allow us to combine the functions of several other systems into it, be compatible with neighbors , dispatch and will be a cost control in the near future.

Thank you for your continued support.

Sincerely,

The Management Team of Raymond Fire Rescue

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
20 - Public Safety CONT'D						
20 - Public Safety	1,281,432.00	1,281,432.00	673,055.68	673,055.68	608,376.32	52.52
6000 - Fire Department	1,239,271.00	1,239,271.00	655,724.06	655,724.06	583,546.94	52.91
1000 - Salaries	954,930.00	954,930.00	487,349.11	487,349.11	467,580.89	51.04
July	0.00	0.00	61,565.34	0.00	0.00	----
August	0.00	0.00	78,338.50	0.00	0.00	----
September	0.00	0.00	56,341.61	0.00	0.00	----
October	0.00	0.00	83,153.77	0.00	0.00	----
November	0.00	0.00	131,168.19	0.00	0.00	----
December	0.00	0.00	76,781.70	0.00	0.00	----
3005 - Contract Fees & Services	12,000.00	12,000.00	22,096.25	22,096.25	-10,096.25	184.14
July	0.00	0.00	18,643.15	0.00	0.00	----
August	0.00	0.00	2,530.64	0.00	0.00	----
September	0.00	0.00	100.82	0.00	0.00	----
October	0.00	0.00	21.00	0.00	0.00	----
November	0.00	0.00	699.82	0.00	0.00	----
December	0.00	0.00	100.82	0.00	0.00	----
3105 - Dispatch Services	37,518.00	37,518.00	37,512.72	37,512.72	5.28	99.99
July	0.00	0.00	37,512.72	0.00	0.00	----
3135 - Rescue Billing	17,600.00	17,600.00	11,776.49	11,776.49	5,823.51	66.91
August	0.00	0.00	1,754.53	0.00	0.00	----
September	0.00	0.00	3,695.93	0.00	0.00	----
October	0.00	0.00	1,704.04	0.00	0.00	----
November	0.00	0.00	2,608.72	0.00	0.00	----
December	0.00	0.00	2,013.27	0.00	0.00	----
3175 - Health & Safety	8,000.00	8,000.00	1,765.00	1,765.00	6,235.00	22.06
August	0.00	0.00	185.00	0.00	0.00	----
September	0.00	0.00	410.00	0.00	0.00	----
November	0.00	0.00	945.00	0.00	0.00	----
December	0.00	0.00	225.00	0.00	0.00	----
3230 - Travel & Training	13,000.00	13,000.00	1,768.99	1,768.99	11,231.01	13.61
August	0.00	0.00	383.55	0.00	0.00	----
September	0.00	0.00	164.63	0.00	0.00	----
October	0.00	0.00	769.34	0.00	0.00	----
November	0.00	0.00	430.90	0.00	0.00	----
December	0.00	0.00	20.57	0.00	0.00	----
3235 - Dues & Publications	3,500.00	3,500.00	1,320.00	1,320.00	2,180.00	37.71
August	0.00	0.00	800.00	0.00	0.00	----
September	0.00	0.00	35.00	0.00	0.00	----

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General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
20 - Public Safety CONT'D						
December	0.00	0.00	485.00	0.00	0.00	---
4005 - Building Maintenance	13,000.00	13,000.00	9,550.26	9,550.26	3,449.74	73.46
August	0.00	0.00	1,683.44	0.00	0.00	---
September	0.00	0.00	2,061.45	0.00	0.00	---
October	0.00	0.00	4,912.57	0.00	0.00	---
November	0.00	0.00	856.79	0.00	0.00	---
December	0.00	0.00	36.01	0.00	0.00	---
4020 - Vehicle Maintenance	37,000.00	37,000.00	22,231.58	22,231.58	14,768.42	60.09
July	0.00	0.00	4,990.24	0.00	0.00	---
August	0.00	0.00	10,681.38	0.00	0.00	---
September	0.00	0.00	3,036.43	0.00	0.00	---
October	0.00	0.00	1,224.94	0.00	0.00	---
November	0.00	0.00	-510.70	0.00	0.00	---
December	0.00	0.00	2,809.29	0.00	0.00	---
4060 - FF Equip R&M	6,500.00	6,500.00	5,885.13	5,885.13	614.87	90.54
August	0.00	0.00	5,201.09	0.00	0.00	---
September	0.00	0.00	19.79	0.00	0.00	---
October	0.00	0.00	523.56	0.00	0.00	---
December	0.00	0.00	140.69	0.00	0.00	---
4065 - Radio Repair & Replacement	7,600.00	7,600.00	-1,552.52	-1,552.52	9,152.52	-20.43
August	0.00	0.00	347.48	0.00	0.00	---
September	0.00	0.00	-1,900.00	0.00	0.00	---
6015 - Uniforms/Clothing	6,500.00	6,500.00	7,374.06	7,374.06	-874.06	113.45
July	0.00	0.00	4,478.25	0.00	0.00	---
August	0.00	0.00	280.00	0.00	0.00	---
September	0.00	0.00	94.00	0.00	0.00	---
October	0.00	0.00	14.00	0.00	0.00	---
December	0.00	0.00	2,507.81	0.00	0.00	---
6020 - Gas/Diesel	25,000.00	25,000.00	12,627.56	12,627.56	12,372.44	50.51
August	0.00	0.00	385.53	0.00	0.00	---
September	0.00	0.00	4,858.71	0.00	0.00	---
October	0.00	0.00	82.31	0.00	0.00	---
November	0.00	0.00	5,003.89	0.00	0.00	---
December	0.00	0.00	2,297.12	0.00	0.00	---
6061 - SCBA/Air Packs	7,200.00	7,200.00	1,873.04	1,873.04	5,326.96	26.01
July	0.00	0.00	2,805.99	0.00	0.00	---
August	0.00	0.00	265.36	0.00	0.00	---
September	0.00	0.00	-1,800.00	0.00	0.00	---

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FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
20 - Public Safety CONT'D						
October	0.00	0.00	266.80	0.00	0.00	---
November	0.00	0.00	334.89	0.00	0.00	---
6062 - Fire Prevention	1,700.00	1,700.00	1,299.07	1,299.07	400.93	76.42
October	0.00	0.00	752.94	0.00	0.00	---
November	0.00	0.00	546.13	0.00	0.00	---
6063 - Supplies-Operations	10,000.00	10,000.00	521.50	521.50	9,478.50	5.22
July	0.00	0.00	257.05	0.00	0.00	---
August	0.00	0.00	706.51	0.00	0.00	---
September	0.00	0.00	-1,982.27	0.00	0.00	---
October	0.00	0.00	349.36	0.00	0.00	---
November	0.00	0.00	646.13	0.00	0.00	---
December	0.00	0.00	544.72	0.00	0.00	---
6064 - Supplies-RX	16,593.00	16,593.00	8,212.92	8,212.92	8,380.08	49.50
July	0.00	0.00	1,693.45	0.00	0.00	---
August	0.00	0.00	3,541.94	0.00	0.00	---
September	0.00	0.00	0.19	0.00	0.00	---
October	0.00	0.00	1,205.07	0.00	0.00	---
November	0.00	0.00	413.95	0.00	0.00	---
December	0.00	0.00	1,358.32	0.00	0.00	---
6065 - Turnout Gear/Equipment	10,240.00	10,240.00	3,374.68	3,374.68	6,865.32	32.96
August	0.00	0.00	2,133.84	0.00	0.00	---
September	0.00	0.00	-1,772.44	0.00	0.00	---
October	0.00	0.00	2,861.34	0.00	0.00	---
November	0.00	0.00	144.95	0.00	0.00	---
December	0.00	0.00	6.99	0.00	0.00	---
7005 - Heating	13,000.00	13,000.00	594.77	594.77	12,405.23	4.58
August	0.00	0.00	594.77	0.00	0.00	---
7025 - Utilities	34,390.00	34,390.00	16,021.67	16,021.67	18,368.33	46.59
July	0.00	0.00	190.43	0.00	0.00	---
August	0.00	0.00	5,835.52	0.00	0.00	---
September	0.00	0.00	3,488.24	0.00	0.00	---
October	0.00	0.00	2,883.21	0.00	0.00	---
November	0.00	0.00	1,017.95	0.00	0.00	---
December	0.00	0.00	2,606.32	0.00	0.00	---
9005 - Equipment	4,000.00	4,000.00	4,121.78	4,121.78	-121.78	103.04
July	0.00	0.00	65.47	0.00	0.00	---
August	0.00	0.00	144.66	0.00	0.00	---
September	0.00	0.00	1,879.09	0.00	0.00	---

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General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
20 - Public Safety CONT'D						
October	0.00	0.00	2,046.50	0.00	0.00	---
November	0.00	0.00	1,649.95	0.00	0.00	---
December	0.00	0.00	-1,663.89	0.00	0.00	---

Technology

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Technology	Salaries	10-10-5500-1000	\$4,043	\$7,000	\$902	\$7,000	\$0	0.00%
Technology	Contract Fees & Services	10-10-5500-3005	\$25,051	\$20,060	\$14,980	\$16,000	-\$4,060	-20.24%
Technology	IT Management	10-10-5500-3115	\$84,997	\$95,000	\$56,071	\$95,000	\$0	0.00%
Technology	Software Departments	10-10-5500-3211	\$23,946	\$22,000	\$6,043	\$22,000	\$0	0.00%
Technology	Software Network	10-10-5500-3215	\$4,200	\$10,000	\$1,630	\$10,000	\$0	0.00%
Technology	Software Servers	10-10-5500-3220	\$18,770	\$20,000	\$14,293	\$20,000	\$0	0.00%
Technology	Department Network	10-10-5500-3225	\$540	\$3,000	\$0	\$3,000	\$0	0.00%
Technology	Broadcasting expenses	10-10-5500-6050	\$14,216	\$13,000	\$3,525	\$13,000	\$0	0.00%
Technology	Hardware Department	10-10-5500-9050	\$9,093	\$10,200	\$1,807	\$10,200	\$0	0.00%
Technology	Hardware Network	10-10-5500-9051	\$1,977	\$10,000	\$8,547	\$10,000	\$0	0.00%
Technology	Hardware Server	10-10-5500-9052	\$15,217	\$16,000	\$9,720	\$16,000	\$0	0.00%
TOTAL			\$202,050	\$226,260	\$117,518	\$222,200	-\$4,060	-1.79%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
DEPT/DIV: 10-5500 GG / TECHNOLOGY					
1000 - Salaries	7,000	902	7,000	0	Videographer wages / Town Manager looking to restructure
3005 - Contracts	20,060	17,226	16,000	-4,060	Dark Fiber Ring will replace Spectrum but there will be some overlap during conversion
3115 - IT	95,000	63,331	95,000	0	
3211 - Soft Dept	22,000	6,043	22,000	0	
3215 - Soft Netw	10,000	1,630	10,000	0	
3220 - Soft Servers	20,000	14,950	20,000	0	
3225 - Dept Net	3,000	0	3,000	0	
6050 - Broadcasting	13,000	3,525	13,000	0	
9050 - Hard Dept	10,200	1,807	10,200	0	
9051 - Hard Network	10,000	8,547	10,000	0	
9052 - Hard Server	16,000	9,720	16,000	0	
Final Totals	226,260	127,679	222,200	-4,060	

Technology Services Accounts

1000 Salaries \$10,000

◦ Videographer Services

- Record, stream and manage the audio/video of Raymond Municipal Board and Committee meetings
- Produce municipal and community informational and promotional videos

3005 Infrastructure Network Services \$30,000 - \$14,352 = \$15,648

◦ Spectrum

- Spectrum fiber router Town Office to Internet
- TIF ▪ Spectrum fiber Town Office to Public Safety Roosevelt Trail \$846 per month = \$10,152 * charged to TIF
- Spectrum cable modem Public Works Plains Road to Internet
- Spectrum cable modem Public Works Main Street to Internet
- Spectrum cable modem Public Safety Webs Mills Road to Internet \$230 per month = \$2,760
- TIF ▪ Spectrum cable modem Public Safety Roosevelt Trail to Internet * charged to TIF
- T.T. ▪ Spectrum cable modem Tassel Top to Internet * charged to Tassel Top \$120 per month = \$1,440 YR

◦ Sebago Fiber

- Dark Fiber Ring to all Municipal locations (will replace all of Spectrum but there will be overlap during the conversion)

◦ Domain Name Renewals

3115 Salaries \$95,000

◦ Technology Support Provider Services

- 7x24x365 One hour problem resolution response
- Video Surveillance System
- Wireless Entry System
- Street Light System
- VOIP Telephone Systems
- WAN and LAN Networks
- VM Servers: E-Mail Server, Website Server, File/Print Servers, Windows DC Servers
- Application Servers, Utility Servers

- Security, Backup, Disaster Recovery, Management and Integrity of all IT Hardware, Software and Data
- Monitoring, error/alert reporting and logging of all IT Hardware and Software Services.
- Researching, planning and implementing new technologies.
- Helpdesk for all IT services.
- Procurement, installation, configuration, maintenance and testing of: Servers, Workstations, Firewalls, Routers, Switches, WAP's and UPS's, Projectors, Printers, Plotters, Scanners, Racks/Cabinets, Cat6/Fiber Cable, Patch Panels, Jacks, Patch Cables and attached peripherals
- Website back-end technical support including installation, configuration, maintenance and testing
- IPTV station technical support, station management and video processing of each meeting

3211 Department Software \$22,000

- **Microsoft Windows Server Client Access License**
- **Document Management System**
- **Annual Software Subscription/Maintenance**
 - Microsoft Office 365 Subscriptions, Microsoft Visio
 - ESRI ArcGIS Engine and ArcGIS GIS Server Workgroup Basic
 - Adobe Acrobat Pro DC, Adobe Illustrator, Adobe InDesign, Adobe Creative Cloud

3215 Infrastructure Network Software \$10,000

- **Security Software: Annual Software Subscription/Maintenance for the following software**
 - Firewall IDS database subscription
 - Video Security Server Management Software
 - 2FA Management Software
- **Network Management Software: Annual Software Subscription/Maintenance for the following software**
 - UPS Management Software
 - Firewall Management Software
 - Remote Access Management Software
- **GPS Software: Annual Software Subscription/Maintenance for the following software**

- Trimble GPS Data Collection PC Software

3220 Infrastructure Server Software \$20,000

- **Backup/Archive: Annual Software Subscription/Maintenance for the following software**
 - VM backup software
 - VM Servers
 - Non-VM server backup software
 - Servers
 - Endpoint PC backup software
 - Endpoint PC's
- **E-mail Server: Annual Software Subscription/Maintenance for the following software**
 - E-mail server
 - E-mail anti-malware
 - E-mail archive
- **Security Software: Annual Software Subscription/Maintenance for the following software**
 - Anti-malware
 - Servers
 - Endpoint PC's
 - DNS protection
 - Servers
 - Endpoint PC's
 - Security awareness training
 - People with secure network access
 - Town Office
 - Public Safety
 - Public Works
 - Recreation
 - Library

- **Misc Management Software: Annual Software Subscription/Maintenance for the following software**
 - VOIP Server Commercial Modules
 - Zoom Video Conference Subscriptions
 - AJTek Windows Server Update Service Utility
 - NAS (Network Attached Storage) Management
- **Windows Server OS upgrades**
 - Windows Server 2016 ==> Windows Server 2019
- **VM Management Software: Annual Software Subscription/Maintenance for the following software**
 - VMware vCenter
 - ESXi Hosts
- **Application Server Software: Annual Software Subscription/Maintenance for the following software**
 - dbFront Database Application Server

3225 Department Network \$3,000

- **Network wiring supplies**
 - Cat6 Cable
 - Cat6 Patch Cables
 - Cat6 Jacks/Cover Plates

6050 IPTV Station \$13,000

- **Supplies**
 - DVD Labels
 - Archival optical discs
- **Annual Software Subscription/Maintenance for the following software**
 - Avmeda Marsis IPTV Station Management Software
 - VMIX Studio Controller Software
 - Audio Science Audio Interface
 - Motu Virtual Audio Mixer Software

- **IPTV Station Hardware Upgrades/Maintenance for the following devices**

- IPTV Station Controller Server
- IPTV Studio Controller Workstation
- Motu Analog/Digital Audio Conversion (2)
- Motu Network Switch
- Managed Network POE Switch
- Analog Microphones (25)
- Wireless Microphone Controllers (3)
- Wireless Microphones (4)
- Omni-Directional Microphone
- Reel Mounted Heavy Duty Cat6 Patch Cables (6)
- IP Video Cameras (5)
- Speakers (5)
- Tripods/Stands For All Devices
- Cables For All Devices
- Surge Suppressors and Extension Cords

9045 CIP Technology \$Unknown at this time

- **Fiber Network Infrastructure \$Unknown at this time**

Yearly addition to build CIP to the required level to install a fiber optic redundant ring backbone connecting all municipal locations. This network backbone will provide the necessary bandwidth to support all Windows Domain services, local and offsite backups, security monitoring, single connection point to the internet, and intranet communications between municipal locations. This will also eliminate the monthly cost of 5 ISP connections.

Current Municipal sites (not all sites are currently serviced) include:

- Town Office
- IPTV Building
- Public Safety District 1
- Public Safety District 2
- Sheri-Gagnon Park

- Public Works Main Street
- Public Works Plains Road
- Library
- Tassel Top Park
- Raymond Beach
- Crescent Lake Beach
- Veterans Memorial Park

The approximate distance is 9+ miles for non-redundant or 14+ miles for a redundant fiber ring with an estimated cost of \$60,000 per mile for the fiber installed to a patch panel at each location. Additional costs would be optical network management interfaces at each location, maintenance charges for the fiber network and a Verizon or Starlink wireless backup at Public safety and the Town Office.

9050 Department Hardware \$10,200

- **Workstation New/Upgrades/Maintenance/EOL Replacement for the following devices**
 - Endpoint PC's
 - UPS's and Surge Suppressors
- **VOIP Phones New/Upgrades/Maintenance/EOL Replacement for the following devices**
 - VOIP Phones
- Omni Directional Microphone

9051 Infrastructure Network Hardware \$10,000

- **Network Hardware New/Upgrades/Maintenance for the following devices**
 - Firewalls
 - Managed/POE Switches
 - Wireless Access Points
 - Video Security Cameras
 - Wireless Door Locks
 - Wireless Door Lock Gateways

- 2FA Security Tokens
- Cat6 Patch Panels
- Full Size Network/Server Cabinets
- Wall Mount Network/Server Cabinets
- Cat6 Patch Cables
- **GPS Hardware for the following devices**
 - Trimble GPS Handheld Data Collection Unit

9052 Infrastructure Server Hardware \$16,000

- **Server Hardware Upgrades/Maintenance for the following devices**
 - Physical Servers
 - Network Attached Storage Servers
 - Network Video Recorder Security Servers
 - Virtual Machine Host Servers
- **Disk Drive Replacement for the following devices**
 - Server Hard Drives and SSD's
- **UPS Replacements & Batteries for the following devices**
 - Server Class UPS's

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
10 - General Government CONT'D						
5500 - Technology	226,260.00	226,260.00	117,517.59	117,517.59	108,742.41	51.94
1000 - Salaries	7,000.00	7,000.00	901.51	901.51	6,098.49	12.88
July	0.00	0.00	127.50	0.00	0.00	----
August	0.00	0.00	93.50	0.00	0.00	----
September	0.00	0.00	72.25	0.00	0.00	----
October	0.00	0.00	153.00	0.00	0.00	----
November	0.00	0.00	145.01	0.00	0.00	----
December	0.00	0.00	310.25	0.00	0.00	----
3005 - Contract Fees & Services	20,060.00	20,060.00	14,980.10	14,980.10	5,079.90	74.68
July	0.00	0.00	2,507.24	0.00	0.00	----
August	0.00	0.00	2,507.24	0.00	0.00	----
September	0.00	0.00	2,515.40	0.00	0.00	----
October	0.00	0.00	2,515.40	0.00	0.00	----
November	0.00	0.00	2,395.42	0.00	0.00	----
December	0.00	0.00	2,539.40	0.00	0.00	----
3115 - IT Management	95,000.00	95,000.00	56,071.45	56,071.45	38,928.55	59.02
July	0.00	0.00	15,832.70	0.00	0.00	----
August	0.00	0.00	7,916.35	0.00	0.00	----
September	0.00	0.00	7,916.35	0.00	0.00	----
October	0.00	0.00	7,916.35	0.00	0.00	----
November	0.00	0.00	7,916.35	0.00	0.00	----
December	0.00	0.00	8,573.35	0.00	0.00	----
3211 - Software Departments	22,000.00	22,000.00	6,043.33	6,043.33	15,956.67	27.47
August	0.00	0.00	965.00	0.00	0.00	----
November	0.00	0.00	3,950.00	0.00	0.00	----
December	0.00	0.00	1,128.33	0.00	0.00	----
3215 - Software Network	10,000.00	10,000.00	1,630.00	1,630.00	8,370.00	16.30
August	0.00	0.00	1,400.00	0.00	0.00	----
December	0.00	0.00	230.00	0.00	0.00	----
3220 - Software Servers	20,000.00	20,000.00	14,293.20	14,293.20	5,706.80	71.47
July	0.00	0.00	598.50	0.00	0.00	----
August	0.00	0.00	2,174.40	0.00	0.00	----
September	0.00	0.00	598.50	0.00	0.00	----
October	0.00	0.00	598.50	0.00	0.00	----
November	0.00	0.00	4,826.30	0.00	0.00	----
December	0.00	0.00	5,497.00	0.00	0.00	----
3225 - Department Network	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
6050 - Broadcasting expenses	13,000.00	13,000.00	3,525.00	3,525.00	9,475.00	27.12

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

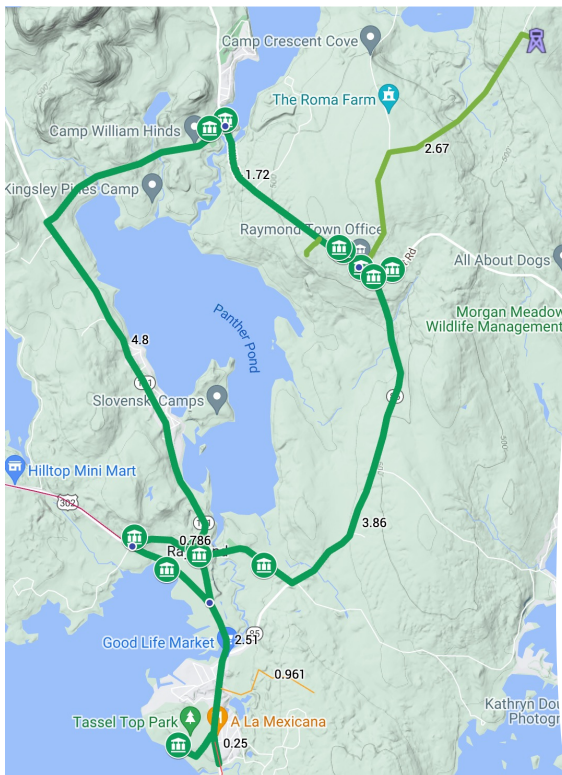
ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
10 - General Government CONT'D						
November	0.00	0.00	3,455.00	0.00	0.00	----
December	0.00	0.00	70.00	0.00	0.00	----
9050 - Hardware Department	10,200.00	10,200.00	1,806.50	1,806.50	8,393.50	17.71
August	0.00	0.00	450.00	0.00	0.00	----
November	0.00	0.00	550.00	0.00	0.00	----
December	0.00	0.00	806.50	0.00	0.00	----
9051 - Hardware Network	10,000.00	10,000.00	8,546.50	8,546.50	1,453.50	85.47
August	0.00	0.00	3,594.50	0.00	0.00	----
November	0.00	0.00	4,952.00	0.00	0.00	----
9052 - Hardware Server	16,000.00	16,000.00	9,720.00	9,720.00	6,280.00	60.75
August	0.00	0.00	9,720.00	0.00	0.00	----



Raymond Municipal Fiber Proposal

For Budget Meetings on Feb 28th, 2024

Andrew Davis
Owner, Manager, Engineering Lead



Raymond Municipal Fiber

- Redundant Ring connecting all municipal buildings, and Public Safety Radio Towers
- Structured as an IRU – Irrefutable Right Use
 - Lease of fiber strands Miles on the network
- 20-year IRU: \$667,487 13.91 miles, one tube(12F)
 - Operating and Maintenance Costs (Pole fees, maintenance, insurance, storm damage) are rolled up into IRU purchase
 - Ability to re-locate/move/add buildings within the current footprint at cost
 - 20-year renewal: \$1 + Operations and Maintenance
- Public Safety (Valley Road Radio Tower):
\$138,778 2.89 miles



IT Costs OPEX Baseline & Potential Savings

Existing:

- 1Gb Internet to Town Office
- 1 Gb internal (2 buildings only, not direct links)
- Dependent on Spectrum CO

Spectrum Existing Services	Plan	Monthly
Town Office to Internet (\$1250/month)	EDIA 1Gb	1,250
Hub ELINE Master		0
Static IPs - 5 Static IPs		0
	EPL 1 Gbps	825
Spectrum fiber Town Office to Public Safety Roosevelt Trail	EPL 1 Gbps	825
Public Safety Roosevelt Trail to Internet	Cable Modem	225
	Cable Modem	
Public Works Plains Road to Internet		135
	Cable Modem	
Public Works Main Street to Internet		135
Public Safety Webbs Mills Road to Internet	Cable Modem	135
Tassel Top to Internet (\$135/month)		135
	Total MRC	3,665
	Annual Cost	\$43,980

Dark Fiber:

- 2 x 1 Gb EDIA Internet(or higher) from Sebago Fiber
- 1-100 Gb Links between all buildings
 - 10-100x faster then today
 - <1/10 latency/jitter
- No OPEX per town facility on Dark Fiber
- Redundant Rings, Direct Links
- Future Proof

Sebago Fiber Proposed OPEX	Plan	Monthly
Town Office to Internet	EDIA 1Gb	800
Fire Station Internet	EDIA 1Gb	800
Static IPs - 5 Static IPs		0
	Total MRC	1,600
	Annual Cost	\$19,200

Annual Savings: \$24,780

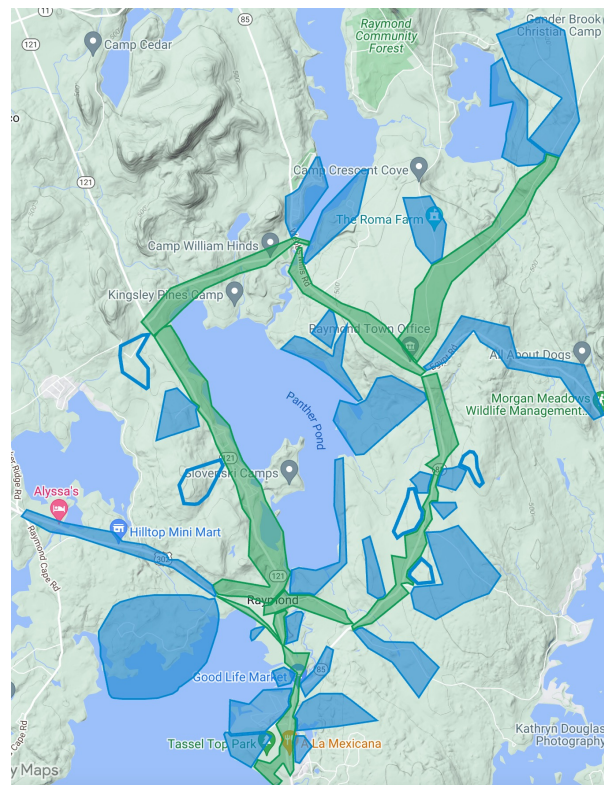
20 year Savings: \$495,600

40 year Savings: \$991,200



2024-2025 Phase 1 Fiber Rollout

- Green – Raymond Municipal Fiber path
- Blue – Adjacent Areas Sebago Fiber will build based on sign-ups in Phase 1
- Resulting Residential Broadband benefit
 - Fiber to the Home Availability:
 - 623 locations passed by Municipal Fiber
 - 1,002 locations immediately adjacent and neighborhoods will be built by Sebago Fiber based on Sign-ups.
 - 1,625 total 55% of Raymond residences may be reached in phase 1.
- Sebago Fiber will continue expansions to adjacent neighborhoods based on demand, goal of reaching all residences in Raymond within 3 years



Cost Summary

	Fiber IRU	Electronics & Optics	Support/year
Municipal Facilities	\$667,487	\$75,000	*
Public Safety – Tower Extension	\$138,778	\$6,180	\$600

* Raymond will own and operate the equipment to light the network. Sebago Fiber available to provide on-call support for Town IT on a time and materials basis. Equipment is aligned so Sebago Fiber has in-house expertise on the hardware to backup Town's IT contractor.



Administration

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Administration	Salaries	10-10-1000-1000	\$440,372	\$421,817	\$332,790	\$415,428	-\$6,389	-1.51%
Administration	Contract Fees & Services	10-10-1000-3005	\$28,672	\$31,100	\$26,645	\$24,640	-\$6,460	-20.77%
Administration	Legal/Audit	10-10-1000-3120	\$297,209	\$40,000	\$89,961	\$70,000	\$30,000	75.00%
Administration	Rescue Billing	10-10-1000-3135	\$0	\$0	\$0	\$17,600	\$17,600	#DIV/0!
Administration	Travel & Training	10-10-1000-3230	\$8,022	\$8,000	\$2,536	\$7,000	-\$1,000	-12.50%
Administration	Dues & Publications	10-10-1000-3235	\$10,385	\$10,600	\$5,045	\$10,840	\$240	2.26%
Administration	Advertising	10-10-1000-3240	\$6,311	\$7,000	\$1,083	\$4,000	-\$3,000	-42.86%
Administration	Supplies General	10-10-1000-6005	\$6,720	\$8,500	\$4,167	\$8,500	\$0	0.00%
Administration	Elections	10-10-1000-6030	\$9,510	\$11,370	\$1,629	\$6,750	-\$4,620	-40.63%
Administration	Postage	10-10-1000-6031	\$4,836	\$9,200	\$7,779	\$9,200	\$0	0.00%
Administration	Printing	10-10-1000-6032	\$1,656	\$1,000	\$0	\$1,000	\$0	0.00%
Administration	Records Restoration	10-10-1000-6033	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Administration	Equipment Lease	10-10-1000-6040	\$3,200	\$3,800	\$1,628	\$3,800	\$0	0.00%
Administration	Phone	10-10-1000-7015	\$5,131	\$5,100	\$2,567	\$5,000	-\$100	-1.96%
Administration	Selectboard Contingency	10-10-1000-9100	\$0	\$75,000	\$0	\$75,000	\$0	0.00%
TOTAL			\$822,024	\$632,487	\$475,830	\$658,758	\$26,271	4.15%

JULY 1, 2024 - JUNE 30, 2025

PROPOSED BUDGET

CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
------------------------	---------------------------------	-------------------------	------------------------	-------------

Account

Dept/Div: 10-1000 GG / Admin

1000 Salaries	421,817	360,542	415,428	-6,389	Incl. Select Board stipend of \$1200 ea.
3005 Contracts	31,100	27,855	24,640	-6,460	TRIO \$11,696 - 8.5% increase, \$1000 Postage Meter Contract, Backgrounds Online \$1200, Paychex Payroll \$10,745
3120 Legal/Audit	40,000	91,953	70,000	30,000	\$9750 for RHR Smith (Audit) & \$60,250 (Legal)
3135 Rescue Billing	0		17,600	17,600	8% of projected Rescue Billing Revenue / previously included in FD budget
3230 Travel & Tr	8,000	2,536	7,000	-1,000	
3235 Dues & Publi	10,600	5,890	10,840	240	Roadrunner increasing to \$820 per month = \$9840, Affiliated Association Dues \$840
3240 Advert	7,000	1,083	4,000	-3,000	
6005 Supplies	8,500	5,035	8,500	0	
6030 Elections	11,370	1,629	6,750	-4,620	see letter from Town Manager
6031 Postage	9,200	7,334	9,200	0	Metered Mail now \$.64 ex. special mailings
6032 Printing	1,000	0	1,000	0	
6033 Records Restoration	0	0	0	0	
6040 Equip. Lease	3,800	1,900	3,800	0	(2) Copiers Lease
7015 Phone	5,100	2,828	5,000	-100	Gotnetspeed \$2304, Consolidated \$1464, (2) cell phones \$1104
9100 Selectboard	75,000	0	75,000	0	
	632,487	508,585	658,758	26,271	
			-17,600		
			641,158		\$8,671 Increase / 1.37%



January 15, 2024

TOWN OF RAYMOND
401 Webbs Mills Road
Raymond , ME 04071

This is an estimate for annual maintenance fees. Prices are subject to change.

Module

Blue Book - Heavy Trucks	\$704.37
Blue Book	\$1,232.66
Blue Book - RV's	\$528.28
Blue Book - Motorcycles	\$440.23
Clerk	\$876.30
TRIO/InforME Payport Credit Card Interface	\$166.92
Tax Billing	\$542.47
Tax Collections	\$542.47
Moses Interface	\$250.37
Cash Receipting	\$667.65
Budgetary	\$1,335.30
Motor Vehicle	\$2,044.70
MV Rapid Renewal	\$250.37
Tax Billing - Vision Import	\$1,168.39
Networking Fee	\$945.32
Total	\$11,695.80

Regards,

Leslie Horton
Client Services Manager
(716) 402-4892 or email lhorton@harriscomputer.com

From: Melissa Carter - The Windham Eagle <Melissa@thewindhameagle.com>
To: Charisse Keach <charisse.keach@raymondmaine.org>
Date: 12/21/2023 02:00 PM
Subject: RE: Roadrunner cost increase

Hi Charisse

We just met about this to confirm what we were doing.

Attached is the new rate flyer which has gone up \$1 per column inch for legal ads and as far as the RR we have decided to only increase \$10 per page (so \$20 per month overall)

We have done our best to make it so the impact is minimal.

If you have questions please don't hesitate to ask.

Thanks and Merry Christmas

Melissa Carter

Sales Manager and Layout Designer

585 Roosevelt Trail, Windham, ME 04062

Office: 207-894-3500

Cell: 207-329-3239 text friendly!

melissa@thewindhameagle.com

www.thewindhameagle.com

From: Charisse Keach <charisse.keach@raymondmaine.org>
Sent: Thursday, December 21, 2023 1:35 PM
To: Melissa Carter - The Windham Eagle <Melissa@thewindhameagle.com>
Subject: Roadrunner cost increase

Hi Melissa,

You had touched upon that we will see the cost of the Roadrunner having a slight increase and/or maybe other types of advertisements as well however you didn't mention the amount either by \$ or %.

Can you provide that information?

Thank you,
Charisse Keach
Finance Director
(207) 655-4742 Ext. 132

Attachments:

File: [2024 RATES.pdf](#) Size: 168k Content Type: application/pdf



*Susan L Look
Raymond Town Clerk
401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742 x121*

January 30, 2024

FROM: Sue Look – Town Manager & Town Clerk

RE: **FY 2024-25 Budget Proposal for Elections and Cemeteries**

Attached please find budget details for Elections and Cemeteries for FY 2024-25.

\$6,750 Elections Budget (E-10-1000-6030): The budget is different than last year for the following reasons:

- I completed replacing damaged voting booths in the last 2 fiscal years, so overall the budget is reduced by \$4,620.
- The wages for Election Workers continue to go up as Minimum Wage increases.
- The November State Election will be a Presidential Election and with the current participants it will very likely be a well-attended election. Also, since COVID the number of absentee ballots is trending higher for each major election as is the postage cost.
- We will be hiring a new Town Clerk, so the training line is increased to \$750.

\$55,400 Cemetery Budget (E-40-1200-3005, 3210, 4010): The mowing contract with IDS was ended by IDS as of April 2024. This will go out to bid with the rest of the mowing in Raymond and I have entered \$50,000 for cemeteries as a place holder amount. I am requesting to continue investing \$3,500 per year for the repair and cleaning of old stones. In 2023 the North Raymond Cemetery repairs and cleaning were completed. Due to the numerous storms in FY 2023-24, there are several stones that have broken or toppled.

\$1,000 Printing (E-10-1000-6032):
Annual Town Report - I am requesting \$1,000.

\$5,000 Tax Billing (E-10-1250-6035): Processing the tax bills in-house has gone well for the past 3 years.

	FY2020-21 Presidential		FY2021-22 Referendum		FY2022-23 Gubernatorial		FY2023-24 Referendum as of 1/10/2024		FY2024-25 Presidential		Comments
	Budget	Actual	Budget	Actual	Budget	Actual	Budget		Budget	Actual	
<u>Conferences/Training</u>	\$450.00	\$0.00	\$450.00	\$49.35	\$200.00		\$200.00		\$750.00		FY 24-25 New Town Clerk
<u>Lease 2nd Voting Machine</u>	\$745.00	\$614.00	\$745.00	\$500.00	\$500.00	\$500.00	\$500.00		\$500.00		
<u>Election Supplies</u>											
Pens, paper, toner, voter cards, etc.	\$225.00	\$6,432.74	\$225.00	\$462.54	\$225.00	\$250.29	\$225.00		\$250.00		FY20-21 - Bought Drop-box, single voting booths, and bags for plexi dividers with Grant monies
<u>Voting Booths, Election Set-up</u>											
<u>Deputy Voter Registrar</u>											
Payroll											
Voting Booths					\$3,900.00	\$3,907.20	\$3,900.00				FY21-22 - Bought table skirts and curtains for Broadcast Studio for Special Town Mtg
<u>Registrar</u>											
Postage & Supplies	\$100.00	\$48.85	\$100.00		\$53.00		\$53.00		\$50.00		
<u>November Election</u>											
Training, Election Workers, Ballot Counters	\$1,458.00	\$1,437.79	\$1,129.95	\$400.97	\$1,530.00	\$618.27	\$1,100.00	\$865.95	\$2,200.00		
Voting Machine Programming (municipal only if needed)		\$400.31				\$402.69					FY 2022-23 Portland Water District seat
Print color ballots (municipal only if needed)		\$1,177.99				\$1,169.75					
Absentee Ballot Postage	\$225.00	\$752.25	\$225.00	\$117.66	\$900.00	\$323.06	\$900.00	\$134.55	\$900.00		
Advertising	\$600.00	\$673.00	\$600.00		\$700.00		\$700.00	\$432.00			
Election Worker Meals	\$175.00	\$195.00	\$175.00		\$200.00	\$208.00	\$217.00	\$196.00	\$300.00		
<u>March Presidential Primary Election</u>											
Training, Election Workers, Ballot Counters							\$900.00				
Voting Machine Programming (half reimbursed by RSU #14)											
Print color ballots (half reimbursed by RSU #14)											
Absentee Ballot Postage							\$350.00				
Advertising											
Election Worker Meals							\$200.00				
<u>June Town Meeting & Election</u>											
Training, Election Workers, Ballot Counters	\$1,348.00	\$232.99	\$1,363.60	\$476.82	\$1,566.25	\$348.45	\$1,200.00		\$500.00		
Voting Machine Programming (half reimbursed by RSU #14)	\$400.00	\$771.39	\$400.00	\$667.68	\$800.00	\$413.41	\$800.00		\$800.00		
Print color ballots (half reimbursed by RSU #14)	\$500.00	\$1,346.03	\$500.00	\$2,253.00	\$500.00	\$1,181.88	\$500.00		\$1,200.00		FY 2020-21 We voted the Town Warrant via ballots.
Absentee Ballot Postage	\$142.00	\$62.97	\$142.00	\$10.23	\$150.00	\$25.82	\$150.00		\$100.00		
Advertising	\$600.00		\$600.00		\$700.00		\$700.00				
Election Worker Meals	\$120.00		\$120.00	\$156.50	\$150.00	\$160.71	\$200.00		\$200.00		
<u>RSU 14 Budget</u>											
Reimbursement by RSU 14 for Budget Ballot Question	-\$1,314.00	-\$722.92	-\$1,320.30		-\$1,706.13		-\$1,425.00		-\$1,000.00		
<u>Unanticipated Election</u>											
Training, Election Workers, Ballot Counters	\$0.00	\$465.90									
Voting Machine Programming (only if needed, possibly hand count ballots)											
Print color ballots (only if needed)											
Absentee Ballot Postage	\$0.00	\$100.40									
Advertising	\$0.00	\$576.00									
Election Worker Meals	\$0.00	\$138.00	\$0.00	\$131.50							
Reimbursement by RSU 14 for Budget Ballot Question				-\$1,234.01							
<u>Budget Adjustment</u>				-\$305.25							
<u>GRANTS</u>		-\$7,029.00									
<u>Total</u>	\$5,774.00	\$7,673.69	\$5,150.00	\$3,992.24	\$10,368.12	\$9,509.53	\$11,370.00	\$1,628.50	\$6,750.00	\$0.00	
											FY 2021-22 the invoice for Good Life and the check to cover the RSU's half of the June Election came in after the end of the fiscal year.
											FY 2021-22 the requested budget amount of \$5,455.25 was adjusted down to \$5,150.

Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01/09/2024
Page 2

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	PERCENT BALANCE SPENT	
10 - General Government CONT'D						
1000 - Administration	632,487.00	632,487.00	475,830.08	475,830.08	156,656.92	75.23
1000 - Salaries	421,817.00	421,817.00	332,789.90	332,789.90	89,027.10	78.89
July	0.00	0.00	26,657.04	0.00	0.00	----
August	0.00	0.00	35,738.81	0.00	0.00	----
September	0.00	0.00	20,219.97	0.00	0.00	----
October	0.00	0.00	37,644.80	0.00	0.00	----
November	0.00	0.00	56,460.83	0.00	0.00	----
December	0.00	0.00	156,068.45	0.00	0.00	----
3005 - Contract Fees & Services	31,100.00	31,100.00	26,645.28	26,645.28	4,454.72	85.68
July	0.00	0.00	808.30	0.00	0.00	----
August	0.00	0.00	845.30	0.00	0.00	----
September	0.00	0.00	12,140.24	0.00	0.00	----
October	0.00	0.00	14,695.30	0.00	0.00	----
November	0.00	0.00	1,223.79	0.00	0.00	----
December	0.00	0.00	-3,067.65	0.00	0.00	----
3120 - Legal/Audit	40,000.00	40,000.00	89,961.15	89,961.15	-49,961.15	224.90
July	0.00	0.00	6,500.00	0.00	0.00	----
August	0.00	0.00	1,378.98	0.00	0.00	----
September	0.00	0.00	15,042.91	0.00	0.00	----
October	0.00	0.00	14,763.58	0.00	0.00	----
November	0.00	0.00	29,520.27	0.00	0.00	----
December	0.00	0.00	22,755.41	0.00	0.00	----
3230 - Travel & Training	8,000.00	8,000.00	2,536.25	2,536.25	5,463.75	31.70
July	0.00	0.00	325.00	0.00	0.00	----
August	0.00	0.00	712.84	0.00	0.00	----
September	0.00	0.00	1,086.59	0.00	0.00	----
October	0.00	0.00	272.83	0.00	0.00	----
December	0.00	0.00	138.99	0.00	0.00	----
3235 - Dues & Publications	10,600.00	10,600.00	5,045.00	5,045.00	5,555.00	47.59
July	0.00	0.00	320.00	0.00	0.00	----
August	0.00	0.00	1,875.00	0.00	0.00	----
October	0.00	0.00	1,600.00	0.00	0.00	----
November	0.00	0.00	1,160.00	0.00	0.00	----
December	0.00	0.00	90.00	0.00	0.00	----
3240 - Advertising	7,000.00	7,000.00	1,083.00	1,083.00	5,917.00	15.47
July	0.00	0.00	92.00	0.00	0.00	----
August	0.00	0.00	330.00	0.00	0.00	----
September	0.00	0.00	620.00	0.00	0.00	----

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
10 - General Government CONT'D						
October	0.00	0.00	41.00	0.00	0.00	----
6005 - Supplies General	8,500.00	8,500.00	4,167.13	4,167.13	4,332.87	49.03
July	0.00	0.00	354.07	0.00	0.00	----
August	0.00	0.00	704.10	0.00	0.00	----
September	0.00	0.00	787.85	0.00	0.00	----
October	0.00	0.00	1,371.39	0.00	0.00	----
November	0.00	0.00	586.26	0.00	0.00	----
December	0.00	0.00	363.46	0.00	0.00	----
6030 - Elections	11,370.00	11,370.00	1,628.50	1,628.50	9,741.50	14.32
August	0.00	0.00	432.00	0.00	0.00	----
September	0.00	0.00	17.40	0.00	0.00	----
October	0.00	0.00	112.80	0.00	0.00	----
November	0.00	0.00	870.30	0.00	0.00	----
December	0.00	0.00	196.00	0.00	0.00	----
6031 - Postage	9,200.00	9,200.00	7,779.04	7,779.04	1,420.96	84.55
July	0.00	0.00	3,913.08	0.00	0.00	----
August	0.00	0.00	2,995.43	0.00	0.00	----
September	0.00	0.00	-1,857.24	0.00	0.00	----
October	0.00	0.00	2,811.56	0.00	0.00	----
November	0.00	0.00	-266.17	0.00	0.00	----
December	0.00	0.00	182.38	0.00	0.00	----
6032 - Printing	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
6033 - Records Restoration	0.00	0.00	0.00	0.00	0.00	----
6040 - Equipment Leases	3,800.00	3,800.00	1,628.22	1,628.22	2,171.78	42.85
July	0.00	0.00	271.37	0.00	0.00	----
August	0.00	0.00	423.66	0.00	0.00	----
September	0.00	0.00	271.37	0.00	0.00	----
October	0.00	0.00	271.37	0.00	0.00	----
November	0.00	0.00	119.08	0.00	0.00	----
December	0.00	0.00	271.37	0.00	0.00	----
7015 - Phone	5,100.00	5,100.00	2,566.61	2,566.61	2,533.39	50.33
July	0.00	0.00	190.44	0.00	0.00	----
August	0.00	0.00	397.58	0.00	0.00	----
September	0.00	0.00	401.52	0.00	0.00	----
October	0.00	0.00	678.49	0.00	0.00	----
November	0.00	0.00	450.76	0.00	0.00	----
December	0.00	0.00	447.82	0.00	0.00	----
9100 - Selectboard Contingency	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00

Compensation & Training

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Compensation & Training	Salaries	10-10-1100-1000	\$67,139.00	\$75,000.00	\$75,000.00	\$85,000.00	10,000.00	13.33%
Compensation & Training	Travel & Training	10-10-1100-3230	\$1,185.00	\$0.00	\$0.00	\$0.00	0.00	#DIV/0!
TOTAL			\$68,324.00	\$75,000.00	\$75,000.00	\$85,000.00	10,000.00	13.33%

Raymond
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General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
10 - General Government CONT'D						
1100 - Compensation & Training	75,000.00	75,000.00	75,000.00	75,000.00	0.00	100.00
1000 - Salaries	75,000.00	75,000.00	75,000.00	75,000.00	0.00	100.00
September	0.00	0.00	75,000.00	0.00	0.00	----
3230 - Travel & Training	0.00	0.00	0.00	0.00	0.00	----

General Assistance

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
General Assistance	Client Benefits/Services	10-50-5500-3500	\$29,131	\$15,000	\$5,533	\$15,000	\$0	0.00%
TOTAL			\$29,131	\$15,000	\$5,533	\$15,000	\$0	0.00%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
50 - General Assistance					
5500 - GA	15,000	10,549	15,000	0	
3500 - Client Benefits/Services	15,000	10,549	15,000	0	70% reimbursement from the State reflected in Revenue
Final Totals	15,000	10,549	15,000	0	

Raymond
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General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	PERCENT BALANCE SPENT
50 - General Assistance CONT'D					
50 - General Assistance	15,000.00	15,000.00	5,533.36	5,533.36	36.89
5500 - GA	15,000.00	15,000.00	5,533.36	5,533.36	36.89
3500 - Client Benefits/Services	15,000.00	15,000.00	5,533.36	5,533.36	36.89
July	0.00	0.00	527.00	0.00	0.00
August	0.00	0.00	1,319.33	0.00	0.00
September	0.00	0.00	348.39	0.00	0.00
October	0.00	0.00	708.64	0.00	0.00
December	0.00	0.00	2,630.00	0.00	0.00

Insurance

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Insurance	Liability/Vehicle Insurance	10-71-4100-3410	78,196	77,700	58,184	104,475	26,775	34.46%
Insurance	Unemployment Insurance	10-71-4100-3420	1,736	2,000	0	2,000	0	0.00%
Insurance	Workers Comp	10-71-4100-3425	91,865	74,500	54,777	72,000	-2,500	-3.36%
TOTAL			171,797	154,200	112,961	178,475	24,275	15.74%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
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71 - Insurance

4100 - Insurance					
3410 - Liability/Vehicle Insurance *	77,700	74,336	104,475	26,775	Surety Bond Premiums \$2185, Comm. Pkg. \$92,150 (12% increase), Boats \$6811 (6% increase), Cyber Security \$3329 (10% increase)
3420 - Unemployment Insurance	2,000	0	2,000	0	
3425 - Workers Comp	74,500	54,777	72,000	-2,500	Experience Mod .87; down from 1.18
Final Totals	154,200	129,113	178,475	24,275	15.74% Increase

*Expect to be over budget \$12,790 by fiscal year end

Raymond
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General Fund Budget Report (July - Dec. 2023)

FUND: 10
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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
71 - Insurance CONT'D						
71 - Insurance	154,200.00	154,200.00	112,961.40	112,961.40	41,238.60	73.26
4100 - Insurance	154,200.00	154,200.00	112,961.40	112,961.40	41,238.60	73.26
3410 - Liability/Vehicle Insurance	77,700.00	77,700.00	58,184.40	58,184.40	19,515.60	74.88
July	0.00	0.00	29,914.75	0.00	0.00	----
September	0.00	0.00	12,112.85	0.00	0.00	----
October	0.00	0.00	16,151.80	0.00	0.00	----
November	0.00	0.00	5.00	0.00	0.00	----
3420 - Unemployment Insurance	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
3425 - Workers Comp	74,500.00	74,500.00	54,777.00	54,777.00	19,723.00	73.53
July	0.00	0.00	19,341.00	0.00	0.00	----
August	0.00	0.00	-3,251.00	0.00	0.00	----
September	0.00	0.00	19,336.00	0.00	0.00	----
November	0.00	0.00	19,351.00	0.00	0.00	----

Employee Benefits

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Employee Benefits	Dental Insurance	10-70-4000-2010	24,015	26,900	13,290	27,400	500	1.86%
Employee Benefits	Health Insurance	10-70-4000-2020	401,731	495,000	207,523	611,000	116,000	23.43%
Employee Benefits	Life insurance	10-70-4000-2030	4,009	4,000	2,287	5,000	1,000	25.00%
Employee Benefits	Retirement	10-70-4000-2040	108,458	180,600	80,649	257,444	76,844	42.55%
Employee Benefits	Social Security & Medicare	10-70-4000-2050	172,407	189,161	101,830	199,847	10,686	5.65%
Employee Benefits	Paid Medical Family Leave	10-70-4000-2060	0	0	0	6,250	6,250.00	#DIV/0!
TOTAL			710,620	895,661	405,579	1,106,941	211,280	23.59%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2025	FY25 PROPOSED	INCREASE / DECREASE	EXPLANATION
70 - Employee Benefits					
4000 - Employee Benefits					
2010 - Dental Insurance	26,900	15,630	27,400	500	
2020 - Health Insurance	495,000	222,100	611,000	116,000	We now have 34 FT employees on our plan and renewal premiums increased 13.98%. Budgeting for a 15% renewal increase 1/1/2025.
2030 - Life insurance	4,000	2,729	5,000	1,000	Allowing for slight increase as basic life x 1 times salary will increase with wage increases
2040 - Retirement	180,600	95,195	257,444	76,844	Union ER rate at 12.8% & Non-Union ER rate 9.9% (prorated for 10 months if approved). If not, proposed budget could be reduced by \$43,560
2050 - Social Security & Medicare	189,161	117,228	199,847	10,686	7.65% of wages
2060 - Paid Medical Family Leave (PMFL)			6,250	6,250	Eff. Jan. 1, 2025 employers will be required to contribute .5% of wages to a PMFL fund maintained by the State.
Final Totals	895,661	452,882	1,106,941	211,280	

From: Catherine Conlow <kmaines@memun.org>
To: <charisse.keach@raymondmaine.org>
Date: 12/20/2023 11:22 AM
Subject: Maine Paid Family and Medical Leave Act

To: Key Elected & Appointed Municipal Officials
Municipal HR Professionals
From: Catherine Conlow, Executive Director
Date: Wednesday, December 20, 2023
Re: Maine Paid Family and Medical Leave Act

As many of you know, in July the Maine State Legislature adopted the Paid Family and Medical Leave Act as Part AAA of the FY 2024-FY 2025 supplemental budget. In summary, the law:

- Extends twelve weeks of paid time off over a one-year period to all employees to be used for reasons prescribed in statute.
- Establishes the definitions guiding the provisions of the law.
- Finances the program through a mandatory premium based on employee wages of up 1%, split evenly between employers and employees.
- Creates a high-threshold process for employers to seek state approval to meet its obligations under the law through a private plan.
- Establishes a 15-member Paid Family and Medical Leave Benefits Authority to oversee the program.

The full text of the law can be found on pages 317 to 337 of [PL 2023, c. 412](#).

We understand that municipal officials have many questions about how this law will impact existing sick leave, paid time off, and short-term disability benefits, as well as the burdens to be placed on property taxpayers. While very few answers are currently available, a plain reading of the law suggests that the “one size fits all” approach, coupled with broadened definitions of what constitutes eligibility for paid time off, will require communities to amend existing benefits and programs to comply with Legislature’s directive to all employers.

Additionally, the program will be implemented in stages. There are four key steps and dates to keep in mind.

- **Listening Sessions.** The Maine Department of Labor has scheduled four listening sessions, which will be held online from 5:30 p.m. to 7:00 p.m. on **January 25, February 1, February 12, and February 28 of**

2024. The intent of these sessions is to provide interested parties an opportunity to share feedback about the program. Municipal officials are strongly encouraged to participate in one of the sessions as a vehicle for raising concerns and posing questions.

- **Rulemaking.** The rulemaking process will begin in the “**spring of 2024.**” These rules are important, as they will guide the implementation and administration of the program. Pursuant to the provisions guiding the rulemaking process, the public will have an opportunity to comment on the proposed rules.
- **Employee/Employer Contributions.** Starting on **January 1, 2025**, the State will start to collect the required payroll contributions.
- **Availability of Benefits.** Finally, the law makes the benefits pursuant to the paid leave law available to employees as of **May 1, 2026.**

While the lack of answers is frustrating, rest assured that MMA staff are working to develop the information and resources municipal officials will need to implement the program. The first step in this collaborative effort will be to develop the testimony the Association will provide during one of the department’s listening sessions. If you have a specific concern you would like MMA to include in its testimony, please contact Kate Dufour at kdufour@memun.org.

If you have any questions about the law or the implementation process outlined above, please do not hesitate to contact MMA Legal Services at legal@memun.org or Kate at the above listed address, respectively. Also, please visit the Maine Department of Labor’s [website](#) to learn more about the paid leave program, as well as to sign-up to receive important updates. Thank you for your dedication to local government service and stay tuned as we continue to learn more about the leave program.

This email was sent to charisse.keach@raymondmaine.org
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Maine Municipal Association · 60 Community Dr · Augusta, ME 04330-8603 · USA

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
70 - Employee Benefits CONT'D						
70 - Employee Benefits	895,661.00	895,661.00	405,578.64	405,578.64	490,082.36	45.28
4000 - Employee Benefits	895,661.00	895,661.00	405,578.64	405,578.64	490,082.36	45.28
2010 - Dental Insurance	26,900.00	26,900.00	13,289.89	13,289.89	13,610.11	49.40
July	0.00	0.00	2,047.30	0.00	0.00	----
August	0.00	0.00	2,202.55	0.00	0.00	----
September	0.00	0.00	4,478.64	0.00	0.00	----
October	0.00	0.00	4,906.12	0.00	0.00	----
November	0.00	0.00	-250.92	0.00	0.00	----
December	0.00	0.00	-93.80	0.00	0.00	----
2020 - Health Insurance	495,000.00	495,000.00	207,522.85	207,522.85	287,477.15	41.92
July	0.00	0.00	21,943.34	0.00	0.00	----
August	0.00	0.00	69,671.99	0.00	0.00	----
September	0.00	0.00	33,736.45	0.00	0.00	----
October	0.00	0.00	38,200.01	0.00	0.00	----
November	0.00	0.00	36,475.56	0.00	0.00	----
December	0.00	0.00	7,495.50	0.00	0.00	----
2030 - Life insurance	4,000.00	4,000.00	2,286.73	2,286.73	1,713.27	57.17
July	0.00	0.00	403.43	0.00	0.00	----
August	0.00	0.00	440.42	0.00	0.00	----
September	0.00	0.00	713.43	0.00	0.00	----
October	0.00	0.00	1,004.80	0.00	0.00	----
November	0.00	0.00	-181.98	0.00	0.00	----
December	0.00	0.00	-93.37	0.00	0.00	----
2040 - Retirement	180,600.00	180,600.00	80,649.25	80,649.25	99,950.75	44.66
July	0.00	0.00	6,566.93	0.00	0.00	----
August	0.00	0.00	8,573.99	0.00	0.00	----
September	0.00	0.00	14,161.46	0.00	0.00	----
October	0.00	0.00	1,424.65	0.00	0.00	----
November	0.00	0.00	23,154.24	0.00	0.00	----
December	0.00	0.00	26,767.98	0.00	0.00	----
2050 - Social Security & Medicare	189,161.00	189,161.00	101,829.92	101,829.92	87,331.08	53.83
July	0.00	0.00	10,923.74	0.00	0.00	----
August	0.00	0.00	14,402.04	0.00	0.00	----
September	0.00	0.00	14,596.72	0.00	0.00	----
October	0.00	0.00	14,471.64	0.00	0.00	----
November	0.00	0.00	22,646.73	0.00	0.00	----
December	0.00	0.00	24,789.05	0.00	0.00	----

Debt Services

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Debt Service	2013 Bond Principal	10-80-1300-8030	\$200,000	\$200,000	\$200,000	\$200,000	\$0	0.00%
Debt Service	2013 Bond Interest	10-80-1300-8035	\$12,000	\$7,500	\$5,000	\$2,500	-\$5,000	-66.67%
Debt Service	2015 Bond Principal	10-80-1300-8040	\$85,000	\$85,000	\$85,000	\$85,000	\$0	0.00%
Debt Service	2015 Bond Interest	10-80-1300-8045	\$4,250	\$2,550	\$1,700	\$850	-\$1,700	-66.67%
Debt Service	Lease Purchase Principal	10-80-1300-8050	\$56,999	\$32,722	\$32,722	\$33,988	\$1,266	3.87%
Debt Service	Lease Purchase Interest	10-80-1300-8055	\$1,064	\$13,729	\$13,728	\$15,580	\$1,851	13.48%
Debt Service	2023 Bond Principal	10-80-1300-8060	\$0	\$0	\$0	\$230,000	\$230,000	#DIV/0!
Debt Service	2023 Bond Interest	10-80-1300-8065	\$0	\$0	\$0	\$46,000	\$46,000	#DIV/0!
TOTAL			\$359,313	\$341,501	\$338,150	\$613,918	\$272,417	79.77%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
80 - Debt Service					
1300 - Debt Service					
8030 - 2013 Bond Principal	200,000	200,000	200,000	0	Matures FY25 - Final Payment 11/1/2024
8035 - 2013 Bond Interest	7,500	5,000	2,500	-5,000	Matures FY25 - Final Payment 11/1/2024
8040 - 2015 Bond Principal	85,000	85,000	85,000	0	Matures FY25 - Final Payment 11/1/2024
8045 - 2015 Bond Interest	2,550	1,700	850	-1,700	Matures FY25 - Final Payment 11/1/2024
8050 - Lease Purchase Principal	32,722	32,722	33,988	1,266	80% exp. to Gen. Fund / 20% exp. to TIF
8055 - Lease Purchase Interest	13,729	13,728	15,580	1,851	
8060 - 2023 Bond Principal			230,000	230,000	Matures FY29 - Final Payment 11/1/2028
8065 - 2023 Bond Interest			46,000	46,000	
Final Totals	341,501	338,150	613,918	272,417	79.77%



A Banking Force For Good



P.O Box 1407
30 Lisbon Street
Lewiston, ME 04240
207-784-9164

Lease Number: 5322002212

**SCHEDULE A
EQUIPMENT AND LEASE PAYMENTS**

Lessee: Town of Raymond

Contact: Charisse Keach, Finance Director & Treasurer

Address: 401 Webb Mills Road, Raymond, ME 04071

Phone: 207-655-4742

Fax: 207-655-3024

EQUIPMENT DESCRIPTION:

One Rescue Vehicle with associated accessories and equipment (as more particularly described in invoices to be provided before closing).

Equipment Supplier:

Equipment Lease Amt.: \$489,250.00

Lease Term: 10 Years

Interest Rate: 3.97%

Payment Amount*: \$58,063.05

No. of Payments: 10 Annual payments

Pay Period: Annually

Advance Payments: N/A

Option Price: \$1.00

Amortization Schedule: (see attached)

*Final payment may vary slightly

Lease Commencement Date: 7/26/2022

First Payment Due: 8/15/2022

Lessor: Androscoggin Savings Bank

By: John Simko
Its: Vice President

Lessee: Town of Raymond

By: Donald Willard
Its: Town Manager

Amortization Schedule						
Date	Description	Total Payment	P&I Payment	Principal Payment	Interest Payment	Principal Balance
Jul 26, 2022	Beginning Balance					489,250.00
⊕ Aug 15, 2022	Regular Payment	58,063.05	58,063.05	56,998.77	1,064.28	432,251.23
⊕ 2022 Totals		58,063.05	58,063.05	56,998.77	1,064.28	
⊕ Aug 15, 2023	Regular Payment	58,063.05	58,063.05	40,902.68	17,160.37	391,348.55
⊕ 2023 Totals		58,063.05	58,063.05	40,902.68	17,160.37	
⊕ Aug 15, 2024	Regular Payment	58,063.05	58,063.05	42,483.95	15,579.10	348,864.60
⊕ 2024 Totals		58,063.05	58,063.05	42,483.95	15,579.10	
⊕ Aug 15, 2025	Regular Payment	58,063.05	58,063.05	44,213.13	13,849.92	304,651.47
⊕ 2025 Totals		58,063.05	58,063.05	44,213.13	13,849.92	
⊕ Aug 15, 2026	Regular Payment	58,063.05	58,063.05	45,968.39	12,094.66	258,683.08
⊕ 2026 Totals		58,063.05	58,063.05	45,968.39	12,094.66	
⊕ Aug 15, 2027	Regular Payment	58,063.05	58,063.05	47,793.34	10,269.71	210,889.74
⊕ 2027 Totals		58,063.05	58,063.05	47,793.34	10,269.71	
⊕ Aug 15, 2028	Regular Payment	58,063.05	58,063.05	49,667.79	8,395.26	161,221.95
⊕ 2028 Totals		58,063.05	58,063.05	49,667.79	8,395.26	
⊕ Aug 15, 2029	Regular Payment	58,063.05	58,063.05	51,662.54	6,400.51	109,559.41
⊕ 2029 Totals		58,063.05	58,063.05	51,662.54	6,400.51	
⊕ Aug 15, 2030	Regular Payment	58,063.05	58,063.05	53,713.55	4,349.50	55,845.86
⊕ 2030 Totals		58,063.05	58,063.05	53,713.55	4,349.50	
⊕ Aug 15, 2031	Regular Payment	58,062.94	58,062.94	55,845.86	2,217.08	
⊕ 2031 Totals		58,062.94	58,062.94	55,845.86	2,217.08	
⊕ Grand Total		580,630.39	580,630.39	489,250.00	91,380.39	

https://nav7.fiservse.net/CLC_CLC1161/CLC1161.ASPX?Action=NoteCalcReportStatem... 6/28/2022

Town of Raymond

\$1,150,000 GO Issue 2023

Debt Service Schedule

\$ 1,150,000.00

Dated: 11/21/2023

Delivered: 11/21/2023

No Calls

Fiscal Year	Coupon Date	Principal Payment	Coupon Rate	Interest Payment	Credit Enhancements	Periodic Debt Service	Fiscal Debt Service	Outstanding Debt
2024	5/1/2024			22,488.89	-	22,488.89	22,488.89	1,150,000.00
2025	11/1/2024	230,000.00	4.000	25,300.00	-	255,300.00	-	920,000.00
	5/1/2025			20,700.00	-	20,700.00	276,000.00	920,000.00
2026	11/1/2025	230,000.00	4.000	20,700.00	-	250,700.00	-	690,000.00
	5/1/2026			16,100.00	-	16,100.00	266,800.00	690,000.00
2027	11/1/2026	230,000.00	4.000	16,100.00	-	246,100.00	-	460,000.00
	5/1/2027			11,500.00	-	11,500.00	257,600.00	460,000.00
2028	11/1/2027	230,000.00	5.000	11,500.00	-	241,500.00	-	230,000.00
	5/1/2028			5,750.00	-	5,750.00	247,250.00	230,000.00
2029	11/1/2028	230,000.00	5.000	5,750.00	-	235,750.00	235,750.00	
		1,150,000.00		155,888.89		1,305,888.89		
True Interest Cost (TIC)				3.6500092	Arbitrage Yield Limit (AYL)			0.0000000
Net Interest Cost (NIC)				3.7257472	Arbitrage Net Interest Cost (ANIC)			0.0000000
Accrued Interest				0.00				

RAYMOND-2023-RC | FY: 7 | Mun-EaseElevateMainDb | 16.45 EDB | 11/01/2023 | 12:57 | Rpt24c

Richard Ranaghan
Northeast Municipal Advisors LLC

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Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
80 - Debt Service CONT'D						
80 - Debt Service	341,501.00	341,501.00	338,150.05	338,150.05	3,350.95	99.02
1300 - Debt Service	341,501.00	341,501.00	338,150.05	338,150.05	3,350.95	99.02
8030 - 2013 Bond Principal	200,000.00	200,000.00	200,000.00	200,000.00	0.00	100.00
October	0.00	0.00	200,000.00	0.00	0.00	----
8035 - 2013 Bond Interest	7,500.00	7,500.00	5,000.00	5,000.00	2,500.00	66.67
October	0.00	0.00	5,000.00	0.00	0.00	----
8040 - 2015 Bond Principal	85,000.00	85,000.00	85,000.00	85,000.00	0.00	100.00
October	0.00	0.00	85,000.00	0.00	0.00	----
8045 - 2015 Bond Interest	2,550.00	2,550.00	1,700.00	1,700.00	850.00	66.67
October	0.00	0.00	1,700.00	0.00	0.00	----
8050 - Lease Purchase Principal	32,722.00	32,722.00	32,722.00	32,722.00	0.00	100.00
July	0.00	0.00	32,722.00	0.00	0.00	----
8055 - Lease Purchase Interest	13,729.00	13,729.00	13,728.05	13,728.05	0.95	99.99
July	0.00	0.00	13,728.05	0.00	0.00	----

Provider Agencies

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Provider Agencies	Provider Agencies	10-40-1215-3355	\$25,200.00	\$1,000.00	\$500.00	\$1,000.00	0.00	0.00%
Regional Transportation Program	Lake Region Bus	10-40-1220-3325	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00	#DIV/0!
TOTAL			\$26,200.00	\$1,000.00	\$500.00	\$1,000.00	0.00	0.00%

JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
40 - Public Services					
1215 - Provider Agencies					
3355 - Provider Agencies	1,000	500	1,000	0	Town Manager Discretionary Account
Final Totals	1,000	500	1,000	0	

From: "Sue Look" <Sue.Look@raymondmaine.org>
To: "Charisse Keach" <charisse.keach@raymondmaine.org>
Date: 12/06/2023 09:55 AM
Subject: Fwd: CLWA Funding request for 2024/2025

Here is a budget request...

Sue Look
Interim Town Manager & Town Clerk
207-655-4742 x131

From: dhutchi4@maine.rr.com
To: "'town.manager@raymondmaine.org'" <town.manager@raymondmaine.org>
Date: Tue, 05 Dec 2023 19:52:01 +0000
Subject: CLWA Funding request for 2024/2025

Hello Sue,

I am submitting a request for funding in the 2024/2025 fiscal year of the Crescent Lake Watershed Association in the amount of \$2,000. Raymond's generous support of our organization and our goals in the past is greatly appreciated.

In 2024, CLWA is undertaking a Watershed Survey of Crescent Lake. The last time this was done was in 2013, so it is time to update it to stay current with state and federal guidelines in order to apply for government grants going forward. We have entered into a contract with FB Engineering of Portland to conduct the survey in 2024 and anticipate an additional contract to create a Watershed Plan in the following year. Our total expenditures are estimated to be approximately \$24,000. Hence we have increased our request from \$500 to \$2,000 for the next next fiscal year in order to help us offset these additional expense.

Here is a link to our website that talks about the effort.

<https://crescentlakemaine.org/>

Please let me know if there is anything else you need from us.

Sincerely,
Russ Hutchinson
Pres. / CLWA

Sue Look
Town Clerk of Raymond Maine
207-655-4742



TIF 5070
Rec 5070

Funding Request from the Sebago Lakes Region Chamber of Commerce

2024-2025

Contact – Robin Mullins – President/CEO (director@sebagolakeschamber.com) – 892-8265

Amount Requested - \$1,500

Funding from each of our eight towns (last three years 2021 - 2024):

Town	F/Y 2023-24	F/Y 2022-23	F/Y 2021-22
Casco	\$1,000	\$1,000	\$250
Gray	\$1,000	\$1,000	\$350
Naples	\$2,000	\$2,000	\$1,750
New Gloucester	\$750	\$750	\$250
Raymond	\$1,000 <i>2000</i>	\$1,000	\$350
Sebago	\$500	\$500	\$225
Standish	\$1,000	\$1,000	\$375
Windham	\$4,575	\$4,500	\$3,100

Chamber Statistics:

- We serve **300 businesses throughout the state**. The bulk of these businesses are in the Sebago Lakes Region.
- We **provide donations annually to the 13 food pantries in the Sebago Lakes region**, which assist over 3,000 individuals. To date, we have **given over \$158,500** in support of food insecurity with our **Feed the Need** campaign.
- We offer an annual scholarship to students graduating from high school or an adult education program. We accept applications from RSU 14, Lake Region High School, Bonny Eagle High School, GNG High School and Windham Christian Academy. In 2023, we **honored two students with scholarships of \$1,000 each**.
- I represent the Sebago Lake Region as President of the **Sebago Lake Rotary**, cabinet member on the **United Way Thrive 207 Goal One** program, a member of the **Greater Portland Council of Governments** Advisory Committee, Director on the Board for **MACCE (Maine Association of Chamber of Commerce Executives)**, and Board Member of the **Maine State Chamber**.
- I was named the Maine State Chamber's **Dana F. Connor's Chamber Professional of the Year for 2023**.

Raymond Residents Served:

- In 2023, we served **nineteen Raymond businesses** as Sebago Lakes Region Chamber of Commerce members.
- We provided marketing opportunities to member and non-member businesses:
 - Maine Invites You – Maine's official tourism magazine

- Maine Lakes and Mountains Magazine
- Sebago Lakes Regional Guide (visitor/residents guide)
- We partnered with Joe Crocker, of the Raymond Parks and Recreation department, on the town's annual Easter event. We hope to increase participation in other events for 2024.
- We partnered with the Town of Raymond on the Annual Sebago Lake Region Polar Dip event, which raises money for our annual **Feed the Need Campaign**.

Chamber Benefits for Raymond – We cannot give you an exact amount we spend specifically on Raymond, but have listed what the Town of Raymond gets for its annual investment in the Sebago Lakes Region Chamber of Commerce:

1. Donate annually to the Raymond food pantry as part of our Feed the Need campaign. This year we gave the pantry **\$1,175.00**.
2. Raymond is included in a **comprehensive marketing campaign** for the region that includes website updates, Facebook ads, YouTube videos, and Instagram reels.
3. **Raymond listing on our website** – [Relocating – Sebago Lakes Chamber of Commerce](#). Town information, including a link to the town's website is located on our website.
4. **Full one-page listing** marketing the town in our annual Regional Guide (see page 12 in our Sebago Lakes Regional Guide). Includes information on your Information Center, Historical Society Museum, Parks and Recreation, Library and Summer Sunday Concerts.
5. Information regarding **Raymond specific** restaurants, hiking, accommodations, beaches, etc. in our annual Regional Guide.
6. Include **Raymond** events, information and updates on our website calendar, Facebook page and monthly newsletter.

This year we have increased our funding request for the Town of Raymond to \$1,500. The Chamber, like all non-profits, has seen an increase in costs for everything from office supplies and utilities, to event venues and catering. We are also trying to make the investments received from our towns more equitable based on town population, covered chamber businesses, and event partnerships. I look forward to our continued partnership and hope you are happy with our relationship and the benefits the Sebago Lakes Region Chamber provides your town. As always, I am available to answer any questions regarding this funding request.

Sincerely,
 Robin Mullins
 President/CEO
 Sebago Lakes Region Chamber of Commerce



FISCAL YEAR 2023-2024 REQUEST FOR FUNDING TO: Town of Raymond

FROM: Southern Maine Agency on Aging

Date: 12/27/23

2023 REQUEST AMOUNT: \$1,000

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

The Southern Maine Agency on Aging'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 Raymond Residents?

Last year, **108** residents received the following support and assistance from SMAA valued at **\$20,468**

- **24** Raymond 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 **34** contacts with SMAA staff;
- **12** Raymond 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 39 hours of support;

- 114 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;

- 29 residents participated in SMAA's Community Café and/or "As You Like It" congregate dining programs through which they received 175 affordable and nutritious meals, and socialized, helping to reduce their risk of isolation and loneliness.

- and 21 Raymond residents, who are temporarily or permanently homebound and who cannot shop for or prepare meals on their own, received 1,209 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 Raymond 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 Raymond to help respond to and meet these growing needs of our older friends, family, and neighbors. This year, we are asking the Town of Raymond to consider a contribution of \$1,000 in unrestricted support to help SMAA meet the ever-evolving and increasing needs of older and disabled Raymond 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. mwalton@smaaa.org

Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
40 - Public Services CONT'D						
1215 - Provider Agencies	1,000.00	1,000.00	500.00	500.00	500.00	50.00
3355 - Provider Agencies	1,000.00	1,000.00	500.00	500.00	500.00	50.00
August	0.00	0.00	500.00	0.00	0.00	----

Raymond
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General Fund Budget Report (July - Dec. 2023)

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
40 - Public Services CONT'D						
1220 - Regional Transportation Prog	0.00	0.00	0.00	0.00	0.00	----
3325 - Lake Region Bus	0.00	0.00	0.00	0.00	0.00	----

Public Works & Waste

Public Works Budget Proposal - FY 24/25

Operations Expense Accounts:

30-8100-3145

- Striping-increase from \$32,440 to **\$36,600**. FY 23/24 over budget by \$4,125, adding \$4,160 for FY 24/25.

30-8100-6015

- Uniforms and supplies- increase from \$9,800 to **\$10,188**. Contract uniforms for the mechanic (\$6,000), \$350 clothing allowance per each crew member (\$2,450), shop supplies - hand soap, rags-(\$1,738).

30-8100-6084

- Winter Sand-decrease from \$31,200.00 to **\$30,000**. Supplier price is the same as it was for FY 23/24

Total PW Operations budget increased by \$3,330 from FY 23/24 to FY 24/25

PWD/Solid Waste Expense Accounts:

30-8200-3160 & 30-8200-3140 - MSW and Recycling contract increase from \$292,518.72 to **\$301,294.32**. Increase of \$8,775.60 over these two accounts.

30-8200-3165-Recycling tipping increase from \$30,000 to **\$54,229.50**. Increase of \$24,229.50. Tipping fees are capped at \$139.05 per ton for FY 24/25 up from \$135 per ton. The Town does approx. 390 ton per year equaling \$54,229.50.

30-8200-3170 – MSW tipping fees increasing from \$75,000 to **\$84,600**. Increase of \$9,600. Tipping fees are up \$1.00 per ton for FY24/25, going from \$46.00 per ton to \$47.00 per ton. The Town is estimated to do 1800 tons of waste which is an average of 160.73 tons per month.

Total MSW/Recycling budget increased by \$42,605.10 from FY 23/24 to FY 24/25

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Public Works	Salaries	10-30-8100-1000	\$448,570	\$553,536	\$183,973	\$557,222	\$3,686	0.67%
Public Works	Contract Fees & Services	10-30-8100-3005	\$5,681	\$10,880	\$1,792	\$10,880	\$0	0.00%
Public Works	Road Striping	10-30-8100-3145	\$29,492	\$32,440	\$36,565	\$36,600	\$4,160	12.82%
Public Works	Roadside Mowing	10-30-8100-3150	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Public Works	Software General	10-30-8100-3210	\$9,149	\$6,000	\$3,713	\$6,000	\$0	0.00%
Public Works	Travel & Training	10-30-8100-3230	\$336	\$500	\$100	\$500	\$0	0.00%
Public Works	Building Maintenance	10-30-8100-4005	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Public Works	Equipment Maintenance	10-30-8100-4015	\$85,932	\$75,000	\$49,060	\$75,000	\$0	0.00%
Public Works	District 1 Building Maintenance	10-30-8100-4080	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Public Works	Equipment Rental	10-30-8100-5005	\$160	\$3,000	\$50	\$3,000	\$0	0.00%
Public Works	Supplies General	10-30-8100-6005	\$5,971	\$5,000	\$706	\$5,000	\$0	0.00%
Public Works	Supplies Materials	10-30-8100-6010	\$19,158	\$15,000	\$11,440	\$15,000	\$0	0.00%
Public Works	Uniforms/Clothing	10-30-8100-6015	\$10,964	\$9,800	\$4,538	\$10,188	\$388	3.96%
Public Works	Gas/Diesel	10-30-8100-6020	\$60,514	\$60,500	\$16,780	\$60,500	\$0	0.00%
Public Works	Shop/Safety Equip	10-30-8100-6081	\$2,460	\$7,500	\$826	\$7,500	\$0	0.00%
Public Works	Street Signs	10-30-8100-6082	\$2,916	\$5,000	\$1,764	\$5,000	\$0	0.00%
Public Works	Road Salt	10-30-8100-6083	\$75,794	\$96,000	\$36,713	\$96,000	\$0	0.00%
Public Works	Winter Sand	10-30-8100-6084	\$20,940	\$31,200	\$0	\$30,000	-\$1,200	-3.85%
Public Works	Utilities	10-30-8100-7025	\$20,731	\$19,000	\$6,701	\$19,000	\$0	0.00%
TOTAL			\$798,768	\$930,356	\$354,721	\$937,390	\$7,034	0.76%

**JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET**

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/1024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
30 - Public Works					
8100 - PW					
1000 - Salaries	553,536	232,281	557,222	3,686	
3005 - Contract Fees & Services	10,880	1,792	10,880	0	
3145 - Road Striping	32,440	36,565	36,600	4,160	
3210 - Software General	6,000	4,150	6,000	0	
3230 - Travel & Training	500	450	500	0	
4015 - Equipment Maintenance	75,000	61,085	75,000	0	
5005 - Equipment Rental	3,000	50	3,000	0	
6005 - Supplies General	5,000	1,415	5,000	0	
6010 - Supplies Materials	15,000	11,726	15,000	0	
6015 - Uniforms/Clothing	9,800	6,394	10,188	388	
6020 - Gas/Diesel	60,500	25,438	60,500	0	
6081 - Shop/Safety Equip	7,500	1,144	7,500	0	
6082 - Street Signs	5,000	3,465	5,000	0	
6083 - Road Salt	96,000	41,826	96,000	0	
6084 - Winter Sand	31,200	0	30,000	-1,200	
7025 - Utilities	19,000	9,747	19,000	0	
Final Totals	930,356	437,529	937,390	7,034	.76% Increase

Vehicle Fleet Inventory

	YEAR	MAKE	MODEL	VIN	COLOR	PRICE PAID	REPLACEMENT PLAN	PLATE NUMBER	ASSIGNED EMP./DEPT.
1	2001	CHEVROLET	TAHOE	1GNEK13791J170856	GRAY	\$30,000	When necessary	419-660	ASS'T CEO
3	2008	GMC	1500	1GTEK14J38Z261249	GREEN	\$6,000	When necessary	423-168	PARKS/TASSEL TOP
4	2020	CHEVROLET	BOLT	1G1FY6S05L411607	GRAY	\$39,020		429-474	TOWN OFFICE USE
5	2006	INTERNATIONAL	7400 DUMP/PLOW	1HTWDAAR26J300260		\$108,229	2024	412-765	
6	2006	VOLVO	VHD64F/DUMP	4V5KC9GG56N412143		\$66,933	When necessary	422-515	
7	2011	FORD	F350/PLOW	1FD8X3HTXBEA65096		\$11,000	When necessary	407-877	
8	2009	INTERNATIONAL	DUMP/PLOW	1HTWYSBT59J080959		\$74,900	When necessary	416-995	
9	2015	FORD	EXPLORER	1FM5K8AR3FGA57381	MAROON	\$35,070	2024	429-750	CEO
10	2016	CHEVROLET	1500	1GCVKNEC3GZ147323	RED	\$28,900	2026	425-815	PARKS/RECREATION
11	2016	CHEVROLET	EXPRESS VAN	1GB6GUBG7G1138571	WHITE	\$21,000	When necessary	431-004	PARKS/RECREATION
12	2011	VOLVO	DUMP/PLOW	4V5KC9EG6BN293449		\$47,500	When necessary	428-147	
13	2018	FORD	F250	1FT7X2BT8JEC10265		\$45,179	2025	407-880	FD INSPECTOR
14	2019	FORD	F550/DUMP/PLOW	1FDUF5HT8KDA09161		\$46,218	2026	427-485	
15	2019	FORD	F250/PLOW	1FTBF2B6XKEG29193		\$38,017	2026	472-794	PW MECHANIC
16	2019	FORD	EXPLORER	1FM5K8AR8KGA29781	BLACK	\$5,000	2026	429-939	ACO
17	2020	FORD	F250/PLOW	1FT7X2BN5LED68468		\$52,850	2027	428-146	PW FOREMAN
18	2020	FORD	F150	1FTEFX1E53LFC62029	BLACK	\$45,700	2027	429-936	PW DIRECTOR
19	2022	FORD	F250	1FTBF2BN6NEE54954	GRAY	\$47,100	2029	427-105	
20	2021	FORD	F600	1FDF6LT1MDA04103		\$102,790	2028	417-393	
21	2015	INTERNATIONAL	DUMP/PLOW	1HTWPAZT4FH716986		\$179,145	2027	427-113	
22	2019	INTERNATIONAL	HV513S DUMP/PLOW	1HTEMTZTXKH109663		\$201,017	by 2034	427-483	
23	2022	INTERNATIONAL	HV613S DUMP/PLOW	3HAESTZXNL877289		\$186,777	by 2037	427-107	
24	2004	JOHN DEERE	410G BACKHOE	TO410GX941937		\$89,834	When necessary	412-926	
25	2003	JOHN DEERE	2210	LV2210H2015674		\$20,000	2028	408-691	
26	2015	JOHN DEERE	6105 MOWER	1P0610SEHF0000006		\$78,999	When necessary	423-416	
27	2015	JOHN DEERE	624K LOADR	1DW624KZEFF669299		\$147,000	When necessary	407-874	
28	2010	INTERNATIONAL	BUS	4DRBUAAN5SB221530	GRAY	\$5,000	When necessary		RECREATION
29	2003	BIG TEX	TRAILER	16VAX121862A04975		\$1,250	When necessary		
30	2003	BIG TEX	TRAILER	4KBAX12183A10380		\$1,099	When necessary		
31	2012	GLOBAL	M-3	1G9GM3HJ1CS462017		\$49,000	When necessary	416-783	
32	2010	SPAULDING	PATCH WAGON	4S9PD2027AM097617		\$5,000	When necessary	727-113	
33	2001	CUSTOM	TRAILER	5B749186211002777		\$8,000	When necessary	415-956	
34	2000	GENERATOR	MOBILE			\$36,000	When necessary		
35	1990	JOHN DEERE	670B GRADER	DW670BX528773		\$45,000	When necessary	302-604	
36	1990	TOW BEHIND	SWEEPER			\$2,000	When necessary		
37	1997	MOBARK	CHIPPER	22343V		\$22,200	When necessary	302-605	
				TOTAL PAID	\$1,325,761				

Raymond
2:42 PM

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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	PERCENT BALANCE SPENT
30 - Public Works CONT'D					
30 - Public Works	1,328,456.00	1,328,456.00	504,357.61	504,357.61	824,098.39 37.97
8100 - PW	930,356.00	930,356.00	354,721.37	354,721.37	575,634.63 38.13
1000 - Salaries	553,536.00	553,536.00	183,973.09	183,973.09	369,562.91 33.24
July	0.00	0.00	24,583.95	0.00	0.00 ----
August	0.00	0.00	32,708.56	0.00	0.00 ----
September	0.00	0.00	14,343.59	0.00	0.00 ----
October	0.00	0.00	28,858.05	0.00	0.00 ----
November	0.00	0.00	47,077.91	0.00	0.00 ----
December	0.00	0.00	36,401.03	0.00	0.00 ----
3005 - Contract Fees & Services	10,880.00	10,880.00	1,792.12	1,792.12	9,087.88 16.47
July	0.00	0.00	175.00	0.00	0.00 ----
August	0.00	0.00	404.28	0.00	0.00 ----
October	0.00	0.00	404.28	0.00	0.00 ----
November	0.00	0.00	404.28	0.00	0.00 ----
December	0.00	0.00	404.28	0.00	0.00 ----
3145 - Road Striping	32,440.00	32,440.00	36,565.04	36,565.04	-4,125.04 112.72
August	0.00	0.00	29,226.55	0.00	0.00 ----
October	0.00	0.00	4,550.00	0.00	0.00 ----
December	0.00	0.00	2,788.49	0.00	0.00 ----
3150 - Roadside Mowing	0.00	0.00	0.00	0.00	0.00 ----
3170 - Trash Tipping	0.00	0.00	0.00	0.00	0.00 ----
3210 - Software General	6,000.00	6,000.00	3,713.25	3,713.25	2,286.75 61.89
July	0.00	0.00	3,262.50	0.00	0.00 ----
November	0.00	0.00	450.75	0.00	0.00 ----
3230 - Travel & Training	500.00	500.00	100.00	100.00	400.00 20.00
August	0.00	0.00	100.00	0.00	0.00 ----
4005 - Building Maintenance	0.00	0.00	0.00	0.00	0.00 ----
4015 - Equipment Maintenance	75,000.00	75,000.00	49,060.46	49,060.46	25,939.54 65.41
August	0.00	0.00	10,542.98	0.00	0.00 ----
September	0.00	0.00	17,306.69	0.00	0.00 ----
October	0.00	0.00	6,894.14	0.00	0.00 ----
November	0.00	0.00	10,771.60	0.00	0.00 ----
December	0.00	0.00	3,545.05	0.00	0.00 ----
4080 - District 1 Building Maintenan	0.00	0.00	0.00	0.00	0.00 ----
5005 - Equipment Rental	3,000.00	3,000.00	50.00	50.00	2,950.00 1.67
September	0.00	0.00	50.00	0.00	0.00 ----
6005 - Supplies General	5,000.00	5,000.00	706.20	706.20	4,293.80 14.12
August	0.00	0.00	52.83	0.00	0.00 ----

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
30 - Public Works CONT'D						
September	0.00	0.00	300.54	0.00	0.00	----
October	0.00	0.00	241.30	0.00	0.00	----
November	0.00	0.00	45.64	0.00	0.00	----
December	0.00	0.00	65.89	0.00	0.00	----
6010 - Supplies Materials	15,000.00	15,000.00	11,440.18	11,440.18	3,559.82	76.27
July	0.00	0.00	1,008.00	0.00	0.00	----
August	0.00	0.00	5,102.77	0.00	0.00	----
September	0.00	0.00	2,100.97	0.00	0.00	----
October	0.00	0.00	1,923.68	0.00	0.00	----
November	0.00	0.00	1,154.05	0.00	0.00	----
December	0.00	0.00	150.71	0.00	0.00	----
6015 - Uniforms/Clothing	9,800.00	9,800.00	4,538.38	4,538.38	5,261.62	46.31
July	0.00	0.00	135.36	0.00	0.00	----
August	0.00	0.00	743.02	0.00	0.00	----
September	0.00	0.00	406.08	0.00	0.00	----
November	0.00	0.00	2,930.74	0.00	0.00	----
December	0.00	0.00	323.18	0.00	0.00	----
6020 - Gas/Diesel	60,500.00	60,500.00	16,779.56	16,779.56	43,720.44	27.73
August	0.00	0.00	141.00	0.00	0.00	----
September	0.00	0.00	15,729.52	0.00	0.00	----
October	0.00	0.00	4,924.46	0.00	0.00	----
November	0.00	0.00	546.28	0.00	0.00	----
December	0.00	0.00	-4,561.70	0.00	0.00	----
6081 - Shop/Safety Equip	7,500.00	7,500.00	825.81	825.81	6,674.19	11.01
August	0.00	0.00	80.90	0.00	0.00	----
December	0.00	0.00	744.91	0.00	0.00	----
6082 - Street Signs	5,000.00	5,000.00	1,763.70	1,763.70	3,236.30	35.27
August	0.00	0.00	1,389.90	0.00	0.00	----
October	0.00	0.00	373.80	0.00	0.00	----
6083 - Road Salt	96,000.00	96,000.00	36,712.88	36,712.88	59,287.12	38.24
November	0.00	0.00	36,712.88	0.00	0.00	----
6084 - Winter Sand	31,200.00	31,200.00	0.00	0.00	31,200.00	0.00
7025 - Utilities	19,000.00	19,000.00	6,700.70	6,700.70	12,299.30	35.27
August	0.00	0.00	845.13	0.00	0.00	----
September	0.00	0.00	2,245.71	0.00	0.00	----
October	0.00	0.00	899.47	0.00	0.00	----
November	0.00	0.00	907.11	0.00	0.00	----
December	0.00	0.00	1,803.28	0.00	0.00	----

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Solid Waste	Recycling Pick up & Hauling	10-30-8200-3140	\$142,354	\$146,300	\$48,753	\$150,647	\$4,347	2.97%
Solid Waste	Trash Pickup	10-30-8200-3160	\$142,354	\$146,300	\$48,753	\$150,647	\$4,347	2.97%
Solid Waste	Recycling Tipping Fees	10-30-8200-3165	\$43,075	\$30,000	\$20,522	\$54,230	\$24,230	80.77%
Solid Waste	Trash Tipping	10-30-8200-3170	\$82,233	\$72,000	\$31,608	\$84,600	\$12,600	17.50%
Solid Waste	Demo Tipping	10-30-8200-3195	\$0	\$3,500	\$0	\$3,500	\$0	0.00%
TOTAL			\$410,016	\$398,100	\$149,636	\$443,624	\$45,524	11.44%

**JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET**

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
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30 - Public Works

8200 - Solid Waste					
3140 - Recycling Pick up & Hauling	146,300	60,941	150,647	4,347	
3160 - Trash Pickup	146,300	60,941	150,647	4,347	
3165 - Recycling Tipping Fees	30,000	23,779	54,230	24,230	
3170 - Trash Tipping	72,000	44,822	84,600	12,600	
3195 - Demo Tipping	3,500	0	3,500	0	
Final Totals	398,100	190,483	443,624	45,524	11.44%

**AMENDMENT TO THE MUNICIPAL SOLID WASTE CURBSIDE PICKUP and
MUNICIPAL CURBSIDE RECYCLING SERVICE CONTRACTS BETWEEN the TOWN
OF RAYMOND and PINE TREE WASTE, INC.**

This Amendment to each of the Municipal Solid Waste Curbside Pickup and Municipal Curbside Recycling Services Contracts ("Amendment") is made effective as of July 1, 2021 ("Effective Date") by and between Pine Tree Waste, Inc. ("Pine Tree") and the Town of Raymond, Maine ("Raymond").

RECITALS:

WHEREAS, Pine Tree and Raymond entered into an agreement for Pine Tree to provide the curbside pickup of residential municipal solid waste as well as an agreement for municipal curbside recycling services in Raymond, Maine both of which are dated July 1, 2010, and have been amended from time to time (the "Agreements"), and;

WHEREAS, the parties wish to further amend the Agreements to extend the term and update the fees sections of each of the Agreements as further provided herein;

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Pine Tree and Raymond hereby agree to amend each of the Agreements as follows, as of the above-referenced Effective Date:

1. The contract term of each of the Agreements shall be extended to provide for an additional five (5) year term, commencing July 1, 2021 and concluding on June 30, 2026, with an option to extend for up to two (2) additional years, upon written mutual agreement.

2. The fees payable pursuant to the each of the Agreements shall be amended to provide as follows:

Fees for Collection of Acceptable Recyclable Materials (see Attachment A for description of Acceptable Recyclable Materials) and Municipal Solid Waste:

Year 1 (July 1, 2021 -June 30, 2022)	\$275,726.88 (\$22,977.24/mo)
Year 2 (July 1, 2022-June 30, 2023)	\$283,998.72 (\$23,666.56/mo)
Year 3 (July 1, 2023-June 30, 2024)	\$292,518.72 (\$24,376.56/mo)
Year 4 (July 1, 2024-June 30, 2025)	\$301,294.32 (25,107.86/mo)
Year 5 (July 1, 2025-June 30, 2026)	\$310,333.20 (\$25,861.10/mo)

Fees for Processing of Acceptable Recyclable Materials (see Attachment B for ACR/Zero- Sort® Pricing Formula):

Year 1 (July 1, 2021 -June 30, 2022)	\$135.00/ton threshold
Year 2 (July 1, 2022-June 30, 2023)	\$135.00/ton threshold
Year 3 (July 1, 2023-June 30, 2024)	\$135.00/ton threshold
Year 4 (July 1, 2024-June 30, 2025)	\$139.05/ton threshold
Year 5 (July 1, 2025-June 30, 2026)	\$143.22/ton threshold

3. All other terms and conditions of each of the Agreements shall remain in full force and effect.

By signature below the parties hereto represent and warrant that this Amendment is duly authorized and agreed to.

Town of Raymond:
Signature: [Signature]
Title: Public Works Dir
Date: 7-9-21

Pine Tree Waste, Inc.
Signature: [Signature]
Title: Authorized Agent
Date: 9/15/2021

Attachment A – Town of Raymond

List of Acceptable Recyclable Materials- Clean & Dry (subject to periodic update by Pine Tree)

- Newspapers
- Glossy Newspaper Inserts
- Magazines
- Telephone/Soft Cover Books
- Junk Mail
- Tissue Paper
- Box Board (Cereal Boxes, Shoe Boxes, Pasta Boxes, etc.)
- Cardboard Boxes
- Glass (clear and colored)
- Aluminum Cans
- Bi-Metal Cans
- Unmarked Rigid Plastics (Buckets, Laundry Baskets, Pallets, Crates, Chairs, Toys).
- Catalogs
- Office Paper (All Colors)
- Wet-strength Fiber/Carrier Stock (Six-pack Holders, Beer Boxes, etc.)
- Brown Paper Bags
- Direct Mail/Envelopes (all types)
- All Plastic or Glass Bottles or Jars --Soda/Juice/Water
- Milk Jugs
- Bleach/Detergent Bottles
- Shampoo Bottles
- Open Neck Plastic Containers (Cottage Cheese/Margarine/Yogurt)
- Glass Bottles/Jars (any color)
- Aluminum Containers (Pie Plates/Pet Food/Trays/Foil)
- Other Metal Cans (Tin or Steel)

Listed below are some of MSW items that are most commonly mistaken for Acceptable Recyclable Materials. All of the items on this list should remain in the MSW stream and are contaminants to the Acceptable Recyclable Materials and are Unacceptable Materials:

- Polystyrene-including Styrofoam inserts, packing peanuts, polystyrene coffee cups, clear polystyrene clamshells and packaging.
- Textiles- clothing, cloth, furniture coverings
- Any recyclable material that is wet/damp/moist
- Any recyclable material that is dirty (food)
- Garden hoses and rubber tubing
- Plastic or Rubber Pools and Inflatables
- Dryer lint
- Auto Parts
- Chromed Metal fixtures, parts & containers
- Cables, Wires, and Strapping
- Appliances (toasters, coffee makers, etc.)
- Coat hangers
- Containers that have previously contained motor oil, pesticides, antifreeze, or other hazardous materials
- Colored plastics bags (grocery, garbage)
- Lightbulbs
- Revere-ware and other high melt glass
- Ceramics (plates, cups, mugs etc.)
- Plastic bags/ wrap, bagged recycling
- Food waste
- Tissues, napkins, paper towels
- Diapers
- Batteries

Attachment B – Town of Raymond

Zero-sort® Recycling Formula:

Residential ACR - Threshold = Rebate or Charge

Average Commodity Revenue "(ACR)" - means the current market value for each recyclable commodity (including residue tons) multiplied by the product mix percentage of each recyclable commodity ton from the facility for the residential line of business over the same month, less any direct costs of Contractor related to transportation, capital improvements, storage, or marketing of product.

Rebate or Charge – Rebate means the percentage of value paid to the Town when the ACR is greater than the Threshold (as defined below). A Charge means that when the ACR is below Threshold, the difference between the ACR and the Threshold will be applied on a per ton basis and will be charged to the Town, dollar for dollar. When the ACR is above the Threshold, the difference between the ACR and the Threshold will be applied on a per ton basis, and multiplied by the agreed Rebate percentage; and that amount will be credited to the Town.

*Town Rebate is 50% when ACR is above Threshold
Town Charge is 100% when ACR is below Threshold*

Threshold - means the base rate required to process recyclable material (including increases in labor expenses) and to cover capital investments. The threshold will increase annually by 3% on each anniversary date of contract.

Example (current) Pricing Scenario:

Based on Today's Market
ACR \$74.00/ton minus Threshold \$135/ton = 61.00/ton
The difference is <i>negative</i> or below Threshold
Charge to Town = dollar for dollar below the Threshold/ton
Net Charge to Town is \$61.00/ton (\$61 x 100%)

Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01, 2024
Page 19

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
30 - Public Works CONT'D						
8200 - Solid Waste	398,100.00	398,100.00	149,636.24	149,636.24	248,463.76	37.59
3120 - Legal/Audit	0.00	0.00	0.00	0.00	0.00	----
3140 - Recycling Pick up & Hauling	146,300.00	146,300.00	48,753.12	48,753.12	97,546.88	33.32
August	0.00	0.00	12,188.28	0.00	0.00	----
September	0.00	0.00	12,188.28	0.00	0.00	----
October	0.00	0.00	12,188.28	0.00	0.00	----
November	0.00	0.00	12,188.28	0.00	0.00	----
3160 - Trash Pickup	146,300.00	146,300.00	48,753.12	48,753.12	97,546.88	33.32
August	0.00	0.00	12,188.28	0.00	0.00	----
September	0.00	0.00	12,188.28	0.00	0.00	----
October	0.00	0.00	12,188.28	0.00	0.00	----
November	0.00	0.00	12,188.28	0.00	0.00	----
3165 - Recycling Tipping Fees	30,000.00	30,000.00	20,521.96	20,521.96	9,478.04	68.41
August	0.00	0.00	4,749.39	0.00	0.00	----
September	0.00	0.00	14,653.53	0.00	0.00	----
October	0.00	0.00	-1,468.53	0.00	0.00	----
November	0.00	0.00	2,652.57	0.00	0.00	----
December	0.00	0.00	-65.00	0.00	0.00	----
3170 - Trash Tipping	72,000.00	72,000.00	31,608.04	31,608.04	40,391.96	43.90
August	0.00	0.00	8,407.42	0.00	0.00	----
September	0.00	0.00	9,091.44	0.00	0.00	----
October	0.00	0.00	7,098.90	0.00	0.00	----
November	0.00	0.00	7,010.28	0.00	0.00	----
3195 - Demo Tipping	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00

Cemeteries

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Cemeteries	Contract Fees & Services	10-40-1200-3005	\$42,102	\$40,434	\$12,955	\$50,000	\$9,566	23.66%
Cemeteries	Software General	10-40-1200-3210	\$440	\$450	\$0	\$900	\$450	100.00%
Cemeteries	Repairs & Maintenance	10-40-1200-4010	\$3,500	\$4,300	\$3,750	\$4,500	\$200	4.65%
TOTAL			\$46,042	\$45,184	\$16,705	\$55,400	\$10,216	22.61%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
40 - Public Services					
1200 - Cemeteries	45,184	16,705	55,400	10,016	
3005 - Contract Fees & Services	40,434	12,955	50,000	9,566	Moving services being put out to bid
3210 - Software General	450	0	900	450	
4010 - Repairs & Maintenance	4,300	3,750	4,500	200	
Final Totals	45,184	16,705	55,400	10,016	

Cemetery Budget

	FY 2020-21					FY 2021-22 - As of 1/6/22					FY 2022-23			
	Budget	Actual	Difference	Notes		Budget	Actual	Difference	Notes		Budget	Actual	Difference	Notes
Maintenance														
- Richard Sanborn, Sexton - changed to Matt Sanborn in 2021	\$300.00		\$300.00			\$300.00		\$300.00			\$300.00		\$300.00	
- Stone Repair	\$3,500.00	\$3,500.00	\$0.00	Raymond Village Stone Repair (Spring 2021)		\$3,500.00	\$3,500.00	\$0.00	Raymond Village Stone Repair (Spring 2021)		\$3,500.00	\$3,500.00	\$0.00	North Raymond Stone Repair (Spring 2022)
- American Legion for Veteran's Flags	\$400.00		\$400.00			\$400.00		\$400.00			\$400.00		\$400.00	
- Supplies	\$100.00		\$100.00			\$100.00		\$100.00			\$100.00		\$100.00	
Mowing (Contract Services – IDS)	\$38,500.00	\$37,732.56	\$767.44	\$3,144.38 per month		\$39,500.00	\$38,109.84	\$1,390.16	New Contract \$3,175.82		\$39,641.00	\$42,102.45	-\$2,461.45	\$3,238.65 per month
Pontem Software	\$845.00	\$440.00	\$405.00	Annual Maintenance		\$845.00		\$845.00	Annual Maintenance		\$450.00	\$440.00	\$10.00	
Total	\$43,645.00	\$41,672.56	\$1,972.44			\$44,645.00	\$41,609.84	\$3,035.16			\$44,391.00	\$46,042.45	-\$1,651.45	

	FY 2023-24 - as of 1/10/2024					FY 2024-25 - proposed			
	Budget	Actual	Difference	Notes		Budget	Actual	Difference	Notes
Maintenance									
- Matt Sanborn, Sexton	\$300.00	\$250.00	\$50.00			\$500.00		\$500.00	
- Stone Repair	\$3,500.00	\$3,500.00	\$0.00	North Raymond Cemetery (Spring 2023)		\$3,500.00		\$3,500.00	
- American Legion for Veteran's Flags	\$400.00		\$400.00			\$400.00		\$400.00	
- Supplies	\$100.00		\$100.00			\$100.00		\$100.00	
Mowing (Contract Services – IDS FY 23-24, Matt Sanborn FY 24-25)	\$40,004.00	\$12,954.60	\$27,049.40	\$3,238.65 per month - IDS for July to Nov 2023		\$50,000.00		\$50,000.00	<i>Estimate ONLY will go out to bid</i>
Pontem Software	\$880.00		\$880.00	Annual Maintenance		\$900.00		\$900.00	Annual Maintenance
Total	\$45,184.00	\$16,704.60	\$28,479.40			\$55,400.00	\$0.00	\$55,400.00	

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
40 - Public Services CONT'D						
40 - Public Services	370,671.00	370,671.00	169,563.72	169,563.72	201,107.28	45.75
1200 - Cemeteries	45,184.00	45,184.00	16,704.60	16,704.60	28,479.40	36.97
3005 - Contract Fees & Services	40,434.00	40,434.00	12,954.60	12,954.60	27,479.40	32.04
August	0.00	0.00	3,238.65	0.00	0.00	----
October	0.00	0.00	3,238.65	0.00	0.00	----
November	0.00	0.00	3,238.65	0.00	0.00	----
December	0.00	0.00	3,238.65	0.00	0.00	----
3210 - Software General	450.00	450.00	0.00	0.00	450.00	0.00
4010 - Repairs & Maintenance	4,300.00	4,300.00	3,750.00	3,750.00	550.00	87.21
August	0.00	0.00	3,500.00	0.00	0.00	----
September	0.00	0.00	250.00	0.00	0.00	----

Town Buildings

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Town Buildings	Salaries	10-10-2000-1000	\$3,331	\$6,000	\$1,956	\$6,000	\$0	0.00%
Town Buildings	Contract Fees & Services	10-10-2000-3005	\$2,456	\$5,000	\$1,465	\$5,000	\$0	0.00%
Town Buildings	Building Maintenance	10-10-2000-4005	\$5,950	\$8,000	\$2,113	\$8,000	\$0	0.00%
Town Buildings	Supplies General	10-10-2000-6005	\$1,260	\$1,500	\$598	\$1,500	\$0	0.00%
Town Buildings	Heating	10-10-2000-7005	\$2,450	\$3,500	\$732	\$3,500	\$0	0.00%
Town Buildings	Utilities	10-10-2000-7025	\$18,976	\$22,000	\$9,357	\$22,000	\$0	0.00%
TOTAL			\$34,423	\$46,000	\$16,221	\$46,000	\$0	0.00%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
10 - General Government					
2000 - Town Buildings					
1000 - Salaries	6,000	2,256	6,000	0	Flat funded
3005 - Contract Fees & Services	5,000	1,540	5,000	0	Flat funded
4005 - Building Maintenance	8,000	3,023	8,000	0	Flat funded
6005 - Supplies General	1,500	598	1,500	0	Flat funded
7005 - Heating	3,500	1,215	3,500	0	Flat funded
7025 - Utilities	22,000	11,165	22,000	0	Flat funded
Final Totals	46,000	19,797	46,000	0	

Parks & Recreation

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Recreation	Salaries	10-40-1210-1000	\$77,997	\$105,000	\$60,016	\$141,000	\$36,000	34.29%
Recreation	Contract Fees & Services	10-40-1210-3005	\$16,073	\$25,000	\$7,822	\$20,000	-\$5,000	-20.00%
Recreation	Software General	10-40-1210-3210	\$4,400	\$3,900	\$3,900	\$4,400	\$500	12.82%
Recreation	Travel & Training	10-40-1210-3230	\$2,201	\$3,000	\$899	\$5,000	\$2,000	66.67%
Recreation	Dues & Publications	10-40-1210-3235	\$1,111	\$1,000	\$423	\$1,000	\$0	0.00%
Recreation	Advertising	10-40-1210-3240	\$438	\$1,000	\$0	\$500	-\$500	-50.00%
Recreation	Raymond Rattlers	10-40-1210-3320	\$2,000	\$1,000	\$1,000	\$1,000	\$0	0.00%
Recreation	Raymond Recreation	10-40-1210-3345	\$890	\$2,000	\$2,000	\$2,000	\$0	0.00%
Recreation	Projects and Maintenance	10-40-1210-4025	\$24,777	\$15,000	\$2,121	\$15,000	\$0	0.00%
Recreation	Supplies General	10-40-1210-6005	\$3,936	\$4,000	\$1,036	\$4,000	\$0	0.00%
Recreation	Gas/Diesel	10-40-1210-6020	\$269	\$1,000	\$273	\$1,500	\$500	50.00%
Recreation	Postage	10-40-1210-6031	\$0	\$250	\$14	\$250	\$0	0.00%
Recreation	Phone	10-40-1210-7015	\$1,108	\$934	\$624	\$934	\$0	0.00%
TOTAL			\$135,200	\$163,084	\$80,129	\$196,584	\$33,500	20.54%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
40 - Public Services					
1210 - Recreation					
1000 - Salaries	105,000	68,510	141,000	36,000	Proposing between \$55K & \$65K for an Ass't Parks & Rec Director
3005 - Contract Fees & Services	25,000	7,822	20,000	-5,000	Porta-potty, pest control, mowing contract
3210 - Software General	3,900	3,900	4,400	500	
3230 - Travel & Training	3,000	899	5,000	2,000	CPR/First Aid training for summer camp & Ass't Parks & Rec Director certifications, & lifeguard training
3235 - Dues & Publications	1,000	423	1,000	0	
3240 - Advertising	1,000	0	500	-500	
3320 - Raymond Rattlers	1,000	1,000	1,000	0	Partially funded by Rec & partially funded by TIF
3345 - Raymond Recreation	2,000	2,000	2,000	0	Camp Agawam field rental
4025 - Projects and Maintenance	15,000	2,121	15,000	0	Program equipment & 50% of Camp Hinds rental
6005 - Supplies General	4,000	1,036	4,000	0	
6020 - Gas/Diesel	1,000	318	1,500	500	Gas for Rec Director's vehicle
6031 - Postage	250	14	250	0	
7015 - Phone	934	1,327	934	0	Ass't Parks & Rec Director phone
Final Totals	163,084	89,371	196,584	33,500	20.54%

Parks and Recreations Department Budget Proposal

Public Services/Recreation		Proposal FY 2023	Proposal FY 2024	Proposal FY 2025	Notes
Expense Accounts	General Fund Account				
E 40-1210-1000	Pub Services / Rec - Salaries	83,000.00	105,000.00	141,000.00	Up to \$65k for an Assistant Parks and Rec Director in charge of After school/Vacation Camps/Summer Camp/Programs
E 40-1210-3005	Pub Services / Rec - Contracts	20,000.00	25,000.00	20,000.00	Porta potty. Pest control. Mowing contract.
E 40-1210-3210	Pub Services / Rec - Software	3,500.00	3,900.00	4,400.00	
E 40-1210-3230	Pub Services / Rec - Travel & Tr	2,500.00	3,000.00	5,000.00	Increase to account for CPR/First Aid Training for Summer Camp and Asst. P&R Director certs/ Lifeguard Training
E 40-1210-3235	Pub Services / Rec - Dues & Publi	1,000.00	1,000.00	1,000.00	
E 40-1210-3240	Pub Services / Rec - Advert	1,000.00	1,000.00	500.00	
E 40-1210-3315	Pub Services / Rec - Baseball	0.00	0.00		
E 40-1210-3320	Pub Services / Rec - Snowmobiles	2,000.00	2,000.00	2,000.00	
E 40-1210-3345	Pub Services / Rec - Ray Rec	2,000.00	2,000.00	2,000.00	This will be for Camp Agawam field rental.
E 40-1210-4025	Pub Services / Rec - Projects & Maintenance	25,000.00	15,000.00	15,000.00	Equipment for programs. Half of the Camp Hinds Rental \$5k.
E 40-1210-6005	Pub Services / Rec - Supplies	4,000.00	4,000.00	4,000.00	
E 40-1210-6020	Pub Services / Rec - Gas/Diesel	1,080.00	3,000.00	1,500.00	Gas for Rec Vehicle
E 40-1210-6031	Pub Services / Rec - Postage	250.00	250.00	250.00	
E 40-1210-7015	Pub Services / Rec - Phone	934.00	934.00	934.00	Asst. P&R Director Phone
	Total:	146,264.00	166,084.00	197,584.00	
	% Increase:	1.00	0.12	0.19	How much from Special Revenues can we offset our operational costs per FY?

Tassel Top					
Expense Accounts	<i>Enterprise Account</i>	Proposal FY 2023	Proposal FY 2024	Proposal FY 2025	Notes
E 41-7000-1000	Tassel Top / Tassel Top - Salaries	60,000.00	70,000.00	75,000.00	
E 41-7000-2050	Tassel Top / Tassel Top - FICA	3,443.00	5,355.00	5,355.00	
E 41-7000-3005	Tassel Top / Tassel Top - Contracts	18,000.00	15,000.00	1,000.00	With no septic pumping this line should decrease.
E 41-7000-3120	Tassel Top / Tassel Top - Legal/Audit	0.00	0.00	0.00	
E 41-7000-3210	Tassel Top / Tassel Top - Software	0.00	0.00	0.00	
E 41-7000-4005	Tassel Top / Tassel Top - Building	0.00	0.00	0.00	
E 41-7000-4020	Tassel Top / Tassel Top - Vehicle	0.00	0.00	0.00	
E 41-7000-4070	Tassel Top / Tassel Top - Cabins	3,000.00	5,000.00	5,000.00	
E 41-7000-4075	Tassel Top / Tassel Top - Structures	5,000.00	30,000.00	6,000.00	
E 41-7000-4095	Tassel Top / Tassel Top - Grounds Main	2,000.00	2,000.00	2,000.00	
E 41-7000-6005	Tassel Top / Tassel Top - Supplies	6,000.00	8,000.00	6,000.00	
E 41-7000-6020	Tassel Top / Tassel Top - Gas/Diesel	2,000.00	2,000.00	2,000.00	
E 41-7000-6031	Tassel Top / Tassel Top - Postage	50.00	50.00	50.00	
E 41-7000-6070	Tassel Top / Tassel Top - Snack Bar	5,000.00	10,000.00	10,000.00	Increase because of merchandise sales and larger item offerings.
E 41-7000-7015	Tassel Top / Tassel Top - Phone	0.00	0.00	0.00	
E 41-7000-7025	Tassel Top / Tassel Top - Utilities	2,500.00	3,000.00	3,000.00	
E 41-7000-9005	Tassel Top / Tassel Top - Equipment	3,000.00	3,000.00	3,000.00	
	Total:	109,993.00	153,405.00	118,405.00	
Tassel Top					
Revenue Accounts	<i>Enterprise Account</i>	Proposal FY 2023	Proposal FY 2024	Proposal FY 2025	Notes
R 41-5101	Tassel Top - Snack Shack	12,000.00	16,000.00	16,000.00	
R 41-5102	Tassel Top - Gate & Membership	85,000.00	80,000.00	85,000.00	
R 41-5103	Cabin Rental	19,000.00	25,000.00	25,000.00	
R 41-5201	Hot Meal	1,000.00	1,200.00	1,200.00	
	Total:	117,000.00	122,200.00	127,200.00	

Public Services/Recreation					
Revenue Accounts	<i>Special Revenue Account</i>	Proposal FY 2023	Proposal FY 2024	Proposal FY 2025	Notes
R43-3480	Winter Programs		18,000.00	18,000.00	
R43-3485	Summer Programs		45,000.00	97,500.00	
R43-3490	Fall Programs		11,000.00	13,000.00	
R43-3495	Spring Programs		3,500.00	9,780.00	
R43-3475	Special Events		3,000.00	2,500.00	
R43-3415	Donations		0.00	0.00	
R43-3425	Sponsorships		2,000.00	1,000.00	
R43-3410	Grants		0.00	0.00	
			82,500.00	141,780.00	
Public Services/Recreation					
Expense Accounts	<i>Special Revenue Account</i>	Proposal FY 2023	Proposal FY 2024	Proposal FY 2025	Notes
E43-1400-3480	Winter Programs		17,000.00	16,350.00	
E43-1400-3485	Summer Programs		41,000.00	92,000.00	
E43-1400-3490	Fall Programs		9,500.00	10,000.00	
E43-1400-3495	Spring Programs		3,000.00	10,200.00	
E43-1400-3475	Special Events		3,000.00	1,800.00	
E43-1400-9067	Capital Projects		0.00	0.00	
E43-1400-9005	Special Equipment		400.00	0.00	
E43-1400-3600	Scholarship		0.00	0.00	
E43-1400-4095	Grounds Maintenance		0.00	0.00	
E43-1400-6005	Supplies General		0.00	0.00	
E43-1400-6040	Equipment Lease		0.00	0.00	
			73,900.00	130,350.00	
CIP		Proposal FY 2023	Proposal FY 2024	Proposal FY 2025	Notes
E 90-1500-9065	CIP/Playground	35,000.00	35,000.00	35,000.00	

***Assistant Parks and Recreation Director
Raymond Parks and Recreation Department
Town of Raymond***



The Town of Raymond is looking for a Parks and Recreation Director who is responsible for managing and overseeing the town's parks and recreational facilities and programs. Their primary role is to enhance the quality of life for the community by providing opportunities for leisure, fitness, and social activities.

Job Summary: The Assistant Parks and Recreation Director is responsible for assisting the Parks and Recreation Director in planning, developing, and managing the parks, facilities, and recreational programs in the Town of Raymond. This role focuses on creating an engaging and healthy environment for residents by providing recreational activities, maintaining facilities, and promoting community involvement.

Key Responsibilities:

Program Management:

- Assist in the planning and coordination of various recreational programs, including sports leagues, Summer Camp, after-school activities, and special events.
- Collaborate with community organizations, schools, and other stakeholders to develop and promote recreational activities.
- Ensure programs align with the needs and interests of the community.
- On the ground programming that will work with children, adults, and senior citizens.

Facility Management:

- Help with the maintenance, cleanliness, and safety of all parks and recreational facilities.
- Implement safety measures and ensure compliance with Park policies.

Budget Management:

- Assist in the preparation and management of the department's budget, including revenue projections, expense monitoring, and grant applications.
- Identify potential sources of funding, grants, and partnerships to support the department's initiatives.
- In charge of individual program budgets that align with those program goals.

Staff Supervision:

- Supervise and provide leadership to the parks and recreation department staff and seasonal staff, including hiring, training, and performance evaluations.
- Foster a positive and collaborative work environment.

Community Engagement:

- Promote and maintain positive relations with the community, seeking feedback and addressing concerns.
- Develop strategies to increase community involvement in recreational programs and events.

Policy and Regulation Compliance:

- Develop and update policies and procedures as needed.

Qualifications:

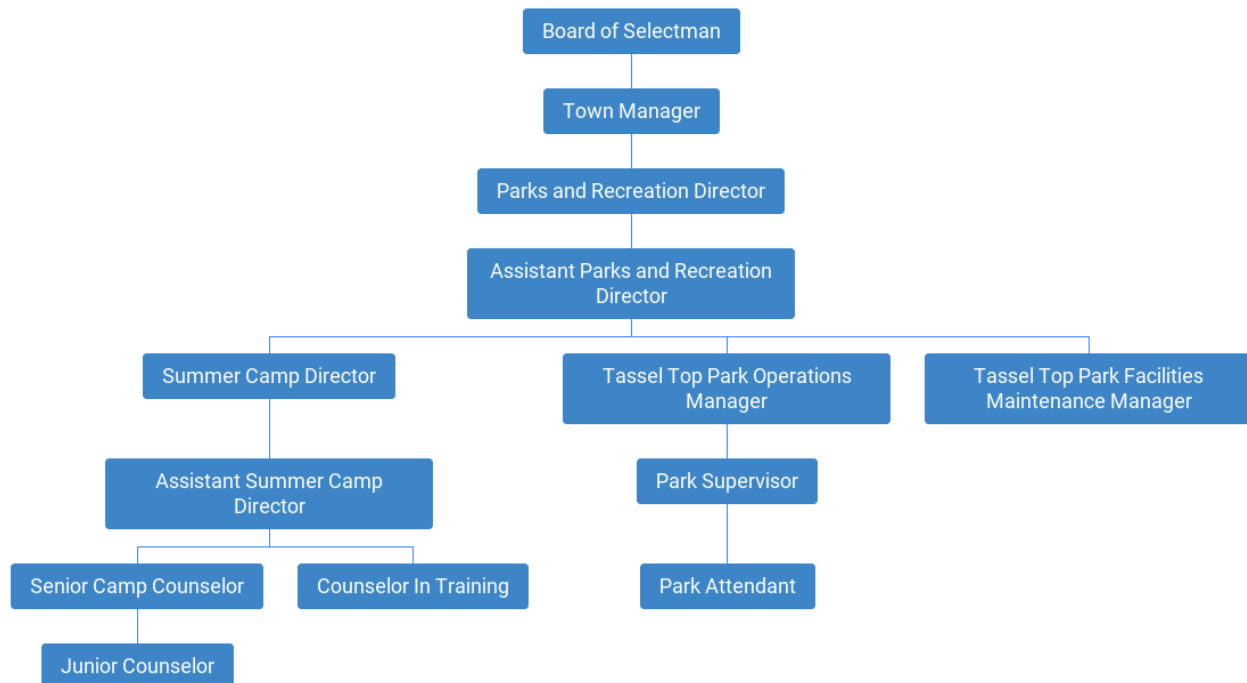
- Bachelor's degree in Parks and Recreation Management, Sports Management, or a related field
- Several years of experience in parks and recreation management or a related field.
- Knowledge of recreational program development, facility management, and budgeting.
- Strong leadership, communication, and interpersonal skills.

- The ability to obtain or have a Certified Parks and Recreation Professional certificate from the NRPA
- The ability to obtain or have a CDL Class B with Passenger endorsement
- CPR and First Aid certification may be required.

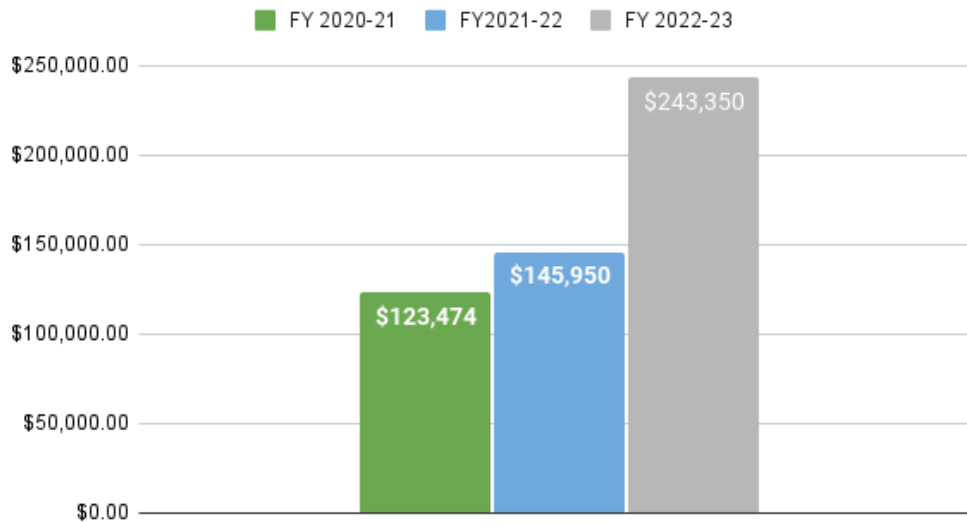
Application Process: Interested candidates are encouraged to submit their resumes, cover letters, and references to the Town of Raymond's Human Resources Department. The hiring process may include interviews, background checks, and reference checks.

Please note that this is a sample job description, and the specific responsibilities and qualifications may vary based on the needs and priorities of the Town of Raymond, Maine. It's advisable to check with the town's official website or contact their Human Resources department for the most up-to-date information on the position.

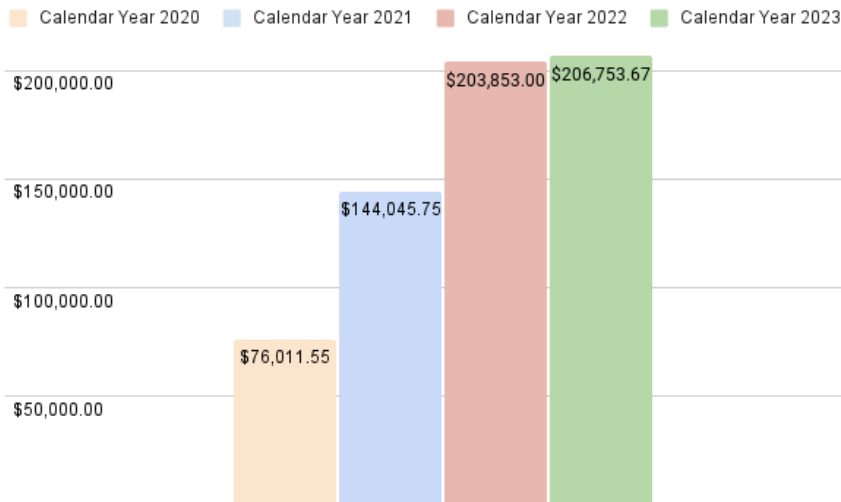
Organizational Structure:



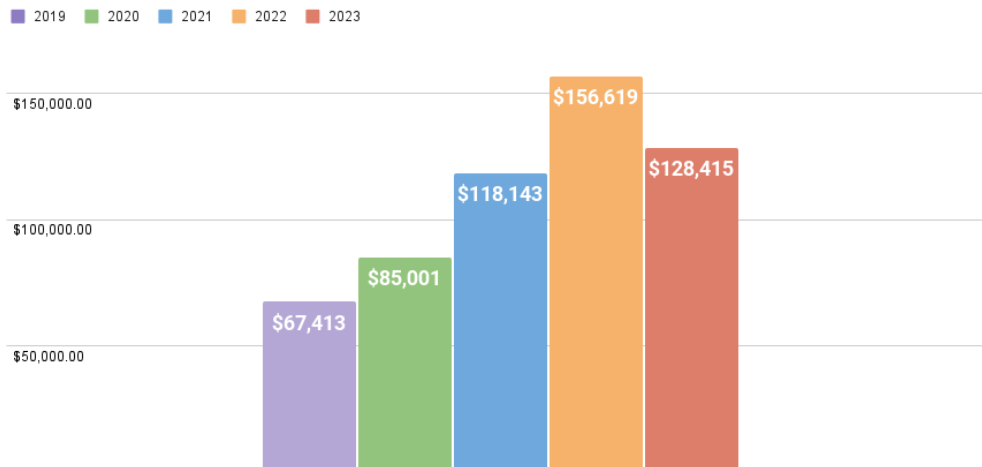
Fiscal Year Total Revenues - Parks & Recreation Department



Calendar Year Total Revenues - Parks & Recreation Department



Tassel Top Park - Total Revenues By Year



Raymond Parks and Recreation Programs



Raymond
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General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01/20/2024
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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
40 - Public Services CONT'D						
1210 - Recreation	163,084.00	163,084.00	80,128.85	80,128.85	82,955.15	49.13
1000 - Salaries	105,000.00	105,000.00	60,016.30	60,016.30	44,983.70	57.16
July	0.00	0.00	5,911.89	0.00	0.00	----
August	0.00	0.00	22,052.00	0.00	0.00	----
September	0.00	0.00	4,745.42	0.00	0.00	----
October	0.00	0.00	7,717.26	0.00	0.00	----
November	0.00	0.00	11,724.18	0.00	0.00	----
December	0.00	0.00	7,865.55	0.00	0.00	----
3005 - Contract Fees & Services	25,000.00	25,000.00	7,821.74	7,821.74	17,178.26	31.29
August	0.00	0.00	2,100.44	0.00	0.00	----
September	0.00	0.00	2,074.27	0.00	0.00	----
October	0.00	0.00	1,352.48	0.00	0.00	----
November	0.00	0.00	795.97	0.00	0.00	----
December	0.00	0.00	1,498.58	0.00	0.00	----
3210 - Software General	3,900.00	3,900.00	3,900.00	3,900.00	0.00	100.00
July	0.00	0.00	3,900.00	0.00	0.00	----
3230 - Travel & Training	3,000.00	3,000.00	899.00	899.00	2,101.00	29.97
September	0.00	0.00	50.00	0.00	0.00	----
October	0.00	0.00	849.00	0.00	0.00	----
3235 - Dues & Publications	1,000.00	1,000.00	422.79	422.79	577.21	42.28
August	0.00	0.00	79.53	0.00	0.00	----
September	0.00	0.00	68.49	0.00	0.00	----
October	0.00	0.00	71.59	0.00	0.00	----
November	0.00	0.00	71.59	0.00	0.00	----
December	0.00	0.00	131.59	0.00	0.00	----
3240 - Advertising	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
3320 - Raymond Rattlers	1,000.00	1,000.00	1,000.00	1,000.00	0.00	100.00
November	0.00	0.00	1,000.00	0.00	0.00	----
3345 - Raymond Recreation	2,000.00	2,000.00	2,000.00	2,000.00	0.00	100.00
August	0.00	0.00	2,000.00	0.00	0.00	----
4020 - Vehicle Maintenance	0.00	0.00	0.00	0.00	0.00	----
4025 - Projects and Maintenance	15,000.00	15,000.00	2,121.38	2,121.38	12,878.62	14.14
August	0.00	0.00	1,365.50	0.00	0.00	----
September	0.00	0.00	755.88	0.00	0.00	----
6005 - Supplies General	4,000.00	4,000.00	1,036.48	1,036.48	2,963.52	25.91
August	0.00	0.00	576.83	0.00	0.00	----
September	0.00	0.00	292.90	0.00	0.00	----
October	0.00	0.00	29.85	0.00	0.00	----

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General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01/27/2024
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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
40 - Public Services CONT'D						
November	0.00	0.00	62.98	0.00	0.00	----
December	0.00	0.00	73.92	0.00	0.00	----
6020 - Gas/Diesel	1,000.00	1,000.00	273.11	273.11	726.89	27.31
November	0.00	0.00	205.38	0.00	0.00	----
December	0.00	0.00	67.73	0.00	0.00	----
6031 - Postage	250.00	250.00	14.25	14.25	235.75	5.70
August	0.00	0.00	14.25	0.00	0.00	----
7015 - Phone	934.00	934.00	623.80	623.80	310.20	66.79
August	0.00	0.00	132.12	0.00	0.00	----
September	0.00	0.00	122.77	0.00	0.00	----
October	0.00	0.00	122.93	0.00	0.00	----
November	0.00	0.00	122.99	0.00	0.00	----
December	0.00	0.00	122.99	0.00	0.00	----

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Revenue Source								
Tassel Top	Snack Shack	60-41-5101	\$16,241	\$18,000	\$10,298	\$16,000	-\$2,000	-11.11%
Tassel Top	Gate Admissions	60-41-5102	\$81,092	\$85,000	\$66,561	\$85,000	\$0	0.00%
Tassel Top	Cabin Rentals	60-41-5103	\$18,775	\$25,000	\$14,574	\$25,000	\$0	0.00%
Tassel Top	Hot Meals	60-41-5203	\$976	\$1,200	\$522	\$1,200	\$0	0.00%
Tassel Top	Misc. Income	60-41-5203	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Total Revenue Source:			\$117,084	\$129,200	\$91,955	\$127,200	-\$2,000	-1.55%

**JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET**

ACCOUNT	CURRENT FY24 BUDGET	REVENUES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
41 - Tassel Top					
5101 - Snack Shack	18,000	10,297	16,000	-2,000	
5102 - Gate Admissions	85,000	66,846	85,000	0	
5103 - Cabin Rentals	25,000	15,447	25,000	0	
5201 - Hot Meals	1,200	522	1,200	0	
5203 - Misc. Income	0	702	0	0	
Final Totals	129,200	93,815	127,200	-2,000	

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Tassel Top Revenues July - Dec. 2023)

FUND: 60
JULY TO DECEMBER

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ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE	PCT COLL
41 - Tassel Top	129,200.00	91,954.67	91,954.67	37,245.33	71.17
5101 - Snack Shack	18,000.00	10,297.44	10,297.44	7,702.56	57.21
July	0.00	5,611.25	0.00	0.00	----
August	0.00	4,955.32	0.00	0.00	----
September	0.00	347.07	0.00	0.00	----
October	0.00	-616.20	0.00	0.00	----
5102 - Gate Admissions	85,000.00	66,561.33	66,561.33	18,438.67	78.31
July	0.00	30,862.00	0.00	0.00	----
August	0.00	25,893.38	0.00	0.00	----
September	0.00	9,463.81	0.00	0.00	----
October	0.00	342.14	0.00	0.00	----
5103 - Cabin Rentals	25,000.00	14,574.23	14,574.23	10,425.77	58.30
July	0.00	1,500.00	0.00	0.00	----
August	0.00	1,953.61	0.00	0.00	----
September	0.00	-56.16	0.00	0.00	----
October	0.00	-1,618.75	0.00	0.00	----
November	0.00	9,937.50	0.00	0.00	----
December	0.00	2,858.03	0.00	0.00	----
5201 - Hot Meals	1,200.00	521.57	521.57	678.43	43.46
July	0.00	229.50	0.00	0.00	----
August	0.00	302.31	0.00	0.00	----
September	0.00	35.66	0.00	0.00	----
October	0.00	-45.90	0.00	0.00	----
5203 - Misc. Income	0.00	0.10	0.10	-0.10	----
December	0.00	0.10	0.00	0.00	----
Final Totals	129,200.00	91,954.67	91,954.67	37,245.33	71.17

DEPARTMENT	DESCRIPTION	Account ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY25 (In Progress)	\$ Increase	% Increase
Tassel Top	Salaries	60-41-7000-1000	\$85,562	\$70,000	\$44,849	\$75,000	\$5,000	7.14%
Tassel Top	Social Security & Medicare (FICA)	60-41-7000-2050	\$6,546	\$5,355	\$3,494	\$5,738	\$383	7.15%
Tassel Top	Contract Fees & Services	60-41-7000-3005	\$9,090	\$15,000	\$7,177	\$1,000	-\$14,000	-93.33%
Tassel Top	Cabin Repairs	60-41-7000-4070	\$2,029	\$5,000	\$32	\$5,000	\$0	0.00%
Tassel Top	Structures	60-41-7000-4075	\$7,737	\$30,000	\$398	\$6,000	-\$24,000	-80.00%
Tassel Top	Grounds Maintenance	60-41-7000-4095	\$0	\$2,000	\$180	\$2,000	\$0	0.00%
Tassel Top	Supplies	60-41-7000-6005	\$10,913	\$8,000	\$510	\$6,050	-\$1,950	-24.38%
Tassel Top	Gas & Diesel	60-41-7000-6020	\$1,455	\$2,000	\$556	\$2,000	\$0	0.00%
Tassel Top	Snack Bar & Retail Items	60-41-7000-6070	\$5,939	\$10,000	\$3,235	\$10,000	\$0	0.00%
Tassel Top	Utilities	60-41-7000-7025	\$3,845	\$3,000	\$2,190	\$3,000	\$0	0.00%
Tassel Top	Equipment	60-41-7000-9005	\$4,522	\$3,000	\$333	\$3,000	\$0	0.00%
Total			\$137,638	\$153,355	\$62,954	\$118,788	-\$34,567	-22.54%

**JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET**

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
41 - Tassel Top					
7000 - Tassel Top					
1000 - Salaries	70,000	44,849	75,000	5,000	
2050 - Social Security & Medicare	5,355	3,494	5,738	383	
3005 - Contract Fees & Services	15,000	7,177	1,000	-14,000	With the elimination of septic pumping, this line will decrease
4070 - Cabin Repairs	5,000	31	5,000	0	
4075 - Structure Repairs	30,000	398	6,000	-24,000	
4095 - Grounds Maintenance	2,000	180	2,000	0	
6005 - Supplies General	8,000	510	6,000	-2,000	
6020 - Gas/Diesel	2,000	556	2,000	0	
6031 - Postage	0	0	50	50	
6070 - Snack Bar & Retail items	10,000	3,235	10,000	0	Merchandise sales & offering larger items
7025 - Utilities	3,000	2,190	3,000	0	
9005 - Equipment	3,000	333	3,000	0	
Final Totals	153,355	62,954	118,788	-34,567	

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Tassel Top Report (07 - Dec. 2023)

FUND: 60
JULY TO DECEMBER

03/2024
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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
41 - Tassel Top	153,355.00	62,953.57	62,953.57	90,401.43	41.05
7000 - Tassel Top	153,355.00	62,953.57	62,953.57	90,401.43	41.05
1000 - Salaries	70,000.00	44,848.98	44,848.98	25,151.02	64.07
July	0.00	13,538.70	0.00	0.00	----
August	0.00	15,554.61	0.00	0.00	----
September	0.00	8,654.63	0.00	0.00	----
October	0.00	4,797.20	0.00	0.00	----
November	0.00	2,303.84	0.00	0.00	----
2050 - Social Security & Medicare	5,355.00	3,494.38	3,494.38	1,860.62	65.25
July	0.00	1,099.16	0.00	0.00	----
August	0.00	1,189.93	0.00	0.00	----
September	0.00	662.07	0.00	0.00	----
October	0.00	366.98	0.00	0.00	----
November	0.00	176.24	0.00	0.00	----
3005 - Contract Fees & Services	15,000.00	7,177.26	7,177.26	7,822.74	47.85
July	0.00	1,100.00	0.00	0.00	----
August	0.00	3,192.26	0.00	0.00	----
September	0.00	300.00	0.00	0.00	----
October	0.00	575.00	0.00	0.00	----
December	0.00	2,010.00	0.00	0.00	----
4070 - Cabin Repairs	5,000.00	31.44	31.44	4,968.56	0.63
September	0.00	31.44	0.00	0.00	----
4075 - Structure Repairs	30,000.00	398.19	398.19	29,601.81	1.33
August	0.00	99.02	0.00	0.00	----
September	0.00	237.26	0.00	0.00	----
October	0.00	61.91	0.00	0.00	----
4095 - Grounds Maintenance	2,000.00	180.36	180.36	1,819.64	9.02
August	0.00	165.00	0.00	0.00	----
November	0.00	15.36	0.00	0.00	----
6005 - Supplies General	8,000.00	509.74	509.74	7,490.26	6.37
August	0.00	149.53	0.00	0.00	----
October	0.00	93.99	0.00	0.00	----
November	0.00	200.00	0.00	0.00	----
December	0.00	66.22	0.00	0.00	----
6020 - Gas/Diesel	2,000.00	556.04	556.04	1,443.96	27.80
September	0.00	380.00	0.00	0.00	----
November	0.00	176.04	0.00	0.00	----
6070 - Snack Bar & Retail items	10,000.00	3,234.50	3,234.50	6,765.50	32.35
August	0.00	3,234.50	0.00	0.00	----

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Tassel Top Report (J - Dec. 2023)

FUND: 60
JULY TO DECEMBER

01/23/2024
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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	UNEXPENDED BALANCE	PERCENT SPENT
41 - Tassel Top CONT'D					
7025 - Utilities	3,000.00	2,189.67	2,189.67	810.33	72.99
July	0.00	119.98	0.00	0.00	----
August	0.00	1,194.66	0.00	0.00	----
September	0.00	119.98	0.00	0.00	----
October	0.00	385.21	0.00	0.00	----
November	0.00	119.98	0.00	0.00	----
December	0.00	249.86	0.00	0.00	----
9005 - Equipment	3,000.00	333.01	333.01	2,666.99	11.10
August	0.00	146.27	0.00	0.00	----
September	0.00	186.74	0.00	0.00	----
Final Totals	153,355.00	62,953.57	62,953.57	90,401.43	41.05

Library

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Library	Salaries	10-40-1275-1000	\$114,743	\$116,893	\$55,846	\$119,863	\$2,970	2.54%
Library	Health Insurance	10-40-1275-2020	\$13,150	\$0		\$0	\$0	#DIV/0!
Library	Retirement	10-40-1275-2040	\$5,334	\$0		\$0	\$0	#DIV/0!
Library	Social Security & Medicare	10-40-1275-2050	\$9,186	\$0		\$0	\$0	#DIV/0!
Library	Legal/Audit	10-40-1275-3120	\$500	\$0		\$0	\$0	#DIV/0!
Library	Software General	10-40-1275-3210	\$980	\$2,500	\$1,080	\$2,500	\$0	0.00%
Library	Travel & Training	10-40-1275-3230	\$90	\$1,000	\$0	\$1,000	\$0	0.00%
Library	Dues & Publications	10-40-1275-3235	\$200	\$260	\$0	\$290	\$30	11.54%
Library	Raymond Village Library	10-40-1275-3310	\$0	\$0		\$0	\$0	#DIV/0!
Library	Liability/Vehicle Insurance	10-40-1275-3410	\$1,446	\$0		\$0	\$0	#DIV/0!
Library	Unemployment Insurance	10-40-1275-3420	\$0	\$0		\$0	\$0	#DIV/0!
Library	Workers Comp	10-40-1275-3425	\$187	\$0		\$0	\$0	#DIV/0!
Library	Building Maintenance	10-40-1275-4005	\$631	\$2,000	\$183	\$0	-\$2,000	-100.00%
Library	Supplies General	10-40-1275-6005	\$3,403	\$4,000	\$1,190	\$4,000	\$0	0.00%
Library	Postage	10-40-1275-6031	\$212	\$50	\$14	\$50	\$0	0.00%
Library	Bank Charges & Credit Card Fees	10-40-1275-6045	\$0	\$0		\$0	\$0	#DIV/0!
Library	Books, Media, & Magazines	10-40-1275-6400	\$19,859	\$20,000	\$11,474	\$22,000	\$2,000	10.00%
Library	Library Programs	10-40-1275-6410	\$4,073	\$5,000	\$250	\$5,000	\$0	0.00%
Library	Heating	10-40-1275-7005	\$0	\$200	\$0	\$200	\$0	0.00%
Library	Phone	10-40-1275-7015	\$2,441	\$2,000	\$713	\$2,000	\$0	0.00%
Library	Utilities	10-40-1275-7025	\$3,930	\$4,500	\$1,140	\$4,500	\$0	0.00%
Library	Security & Alarm Monitoring	10-40-1275-7045	\$1,311	\$1,000	\$340	\$1,000	\$0	0.00%
Library	Equipment	10-40-1275-9005	\$4,693	\$2,000	\$0	\$2,000	\$0	0.00%
TOTAL			\$186,369	\$161,403	\$72,230	\$164,403	\$3,000	1.86%

Fiscal year:	2024	2025	Notes
	Actual	Proposed	
Dept/Div: 40-1275 Public Services / Raymond Village Library			
3310 Raymond Village Library			
1000 Salaries	116,893.00	119,863.00	Increase for per diem employee approx. 15 hours per month at 16.50/hour
3210 Software & Licenses	2,500.00	2,500.00	
3230 Travel & Training	1,000.00	1,000.00	
3235 Dues & Publications	260.00	290.00	MLA & ALA memberships for staff
4005 Building	2,000.00	-	Moving to Town Buildings in PW
6005 Supplies General	4,000.00	4,000.00	
6031 Postage	50.00	50.00	
6400 Books/Media/Magazines	20,000.00	22,000.00	Updating Children's collection & increasing number of ebooks through cloudLibrary
6410 Library Programs	5,000.00	5,000.00	
7005 Heating (Kerosene)	200.00	200.00	
7015 Phone	2,000.00	2,000.00	
7025 Utilities (Electricity)	4,500.00	4,500.00	
7045 Security & Alarm Monitoring	1,000.00	1,000.00	
9005 Equipment	2,000.00	2,000.00	
Total:	161,403.00	164,403.00	
% Increase:		1.86	

To: Sue Look, Town Manager
From: Richard Dowe, Library Director
Re: Fiscal Year (FY) 2025 Proposed Library Budget

Attached please find a copy of the proposed operating budget for the Raymond Village Library for FY 2025. The Raymond Village Library continues to provide free access to information, entertainment, and continuing education for the residents of Raymond and beyond. While many statistics were lost during the transfer from the old director to myself, since October 2023 the library has hosted popular story times, book discussion groups, painting classes, bridge groups, and the town tree lighting which brought in a total of 881 participants. Since January 1, 2023 the library has added 324 new patrons, circulated 14,508 physical resources and 4,844 eBooks through our cloudLibrary subscription and added 2,871 items to our collection. We greatly expanded the scope of the library collection by creating a new library consortium, the Chickadee Library Consortium, allowing Raymond residents to easily access and request materials from Casco, Bridgton, Harrison and Naples libraries.

January 1, 2023 – December 31, 2023 (except where noted) Statistics

Collection Size:	15,394	Active Patron Cards:	1,584
New Items Added:	2,871	New Library Patrons:	324
Items Circulated (print and digital):	19,352	Total Patron Visits (Oct-Dec):	2,304
Interlibrary Loans (Oct-Dec):	147	Program Attendance (Oct-Dec):	881
Patron Computer Sessions (Oct-Dec):	121	Hours Open:	37

In the upcoming fiscal year, the library will continue to provide access to our collection of print and digital resources, including books, magazines, comics, newspapers, streaming videos, DVDs, snowshoes, museum passes, and games and puzzles. Our goals for FY 2025 will include increasing the number of ebooks and audiobooks available through cloudLibrary, updating our children's nonfiction collection, hosting and supporting more community wide events, encouraging continued professional development for staff, and creating mutually beneficial relationships with local community organizations and town departments.

In order to achieve these goals while continuing to provide the community with the high-quality service they expect, I am proposing the following budget. The proposed budget reflects zero increases in the majority of line items with the exception for books/media (6400), dues and publications (3235), and salaries (1000). The building (4005) line will be lowered to \$0.00 and absorbed into the Town Buildings budget line with the Public Works Department **resulting in an overall 1.86% increase.**

This increase reflects three of our goals, the first being **to enhance our digital collection and children’s nonfiction collection**. The digital collection is a well-used resource. Wait times for popular titles, however, can occasionally be years. Take the example to the right: Zadie Smith’s new audiobook has a 2 year wait. This audiobook costs \$47.50, which is the standard price for popular audiobooks. With the additional funding we would be able to buy the most popular audiobooks which will significantly help cut down on the wait times for our patrons. Our children’s nonfiction section is very old, with an average publication date of 2003. Keeping “outdated information provides a warped and inaccurate view of the subject and results in a lowered regard for the expertise of the librarian. Parents, teachers, and children will then question the validity of the collection” (CREW, page 34). Using natural sciences (CREW, page 69) and political sciences (CREW, page 64) as an example, weeding and evaluating resources should occur every five years. Other topics, including technology, should be evaluated even more frequently. Without the funding to replace many of the titles in a timely fashion we will experience significant gaps in our collection.



The increase in the dues and publications line reflects the goal of **encouraging professional development for our staff**. This increase in funds will allow us to purchase a membership for all staff to belong to the Maine Library Association (MLA) and the director to belong to the American Library Association (ALA). The MLA “advocate[s] for Maine libraries and library workers, foster[s] cooperation, offer[s] professional development, and provide[s] leadership in ensuring that information is accessible to all” (MLA, 2024). The mission of the ALA is “to provide leadership for the development, promotion and improvement of library and information services and the profession of librarianship in order to enhance learning and ensure access to information for all” (ALA, 2024). Some of the areas of professional development that have been discussed as a team are improving skills in reference interviews, collection development, and program management.

The final increase is in the salaries line, which accounts for a **per diem employee shared between Raymond Village Library and Bridgton Public Library**. This will help in providing the public with a full 37 hours of library service every week, even when employees go on vacation, use personal time, or call out sick. The library runs best with two fully trained employees. That being said there will be times when the library will be staffed by one paid employee and one volunteer.

While we are asking for an increase in funds, throughout the year the library regularly saves the town money through collaborations and grants. A few examples of this year’s collaborations with other town departments consists of a very successful candy drive and Halloween evening in partnership with the Raymond Parks and Recreation Department and a tree lighting and elementary school chorus concert also in partnership with Parks and Rec. Using our resources, like the Parks and Rec’s popcorn maker, connections with town businesses such as Aroma Joe’s, and the library’s public space and trees, we were able to combine our efforts to cut down on extraneous purchases while providing events for the community to come together. Connections with other libraries and library systems have also provided us with free programs, including a one-on-one technology assistance program and an upcoming Dungeons & Dragons club in partnership with Bridgton Public Library. New library cards were purchased

through a grant received by Maine InfoNet which would have cost over \$1,500. While it has not yet been approved, I should find out in mid-February, I have applied for a grant to build a ramp which would increase accessibility to the library. If approved, this would result in either a \$10,000 or \$20,000 grant to complete the project. The Friends of the Raymond Village have provided us with funds for new tables, new stackable chairs, new board games, programs for adults and children, and more. Collaborating with the Public Works Department, I am proposing moving the library's Buildings line (4005) to the PW's Town Building budget line which helps keep our increase so low.

With this **1.86% increase in funding** the library will continue to improve its collection, programming, and professional interactions with the public, while continuing to take advantage of our partnerships with other town departments and local organizations, in order to best serve the Town of Raymond.

Links:

ALA: [About ALA | Awards, publishing, and conferences: ALA membership advocates to ensure access to information for all](#)

CREW: [Microsoft Word - Crew Manual with 2012 Addendum.doc \(texas.gov\)](#)

MLA: [Maine Library Association - Our Mission, Vision, and What We Do \(mainelibraries.org\)](#)

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
40 - Public Services CONT'D						
1275 - Raymond Village Library	161,403.00	161,403.00	72,230.27	72,230.27	89,172.73	44.75
1000 - Salaries	116,893.00	116,893.00	55,846.16	55,846.16	61,046.84	47.78
July	0.00	0.00	7,041.26	0.00	0.00	----
August	0.00	0.00	9,137.14	0.00	0.00	----
September	0.00	0.00	5,929.84	0.00	0.00	----
October	0.00	0.00	9,186.10	0.00	0.00	----
November	0.00	0.00	14,731.09	0.00	0.00	----
December	0.00	0.00	9,820.73	0.00	0.00	----
3210 - Software General	2,500.00	2,500.00	1,079.50	1,079.50	1,420.50	43.18
July	0.00	0.00	266.72	0.00	0.00	----
August	0.00	0.00	389.78	0.00	0.00	----
December	0.00	0.00	423.00	0.00	0.00	----
3230 - Travel & Training	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
3235 - Dues & Publications	260.00	260.00	0.00	0.00	260.00	0.00
4005 - Building Maintenance	2,000.00	2,000.00	182.50	182.50	1,817.50	9.13
September	0.00	0.00	182.50	0.00	0.00	----
6005 - Supplies General	4,000.00	4,000.00	1,190.12	1,190.12	2,809.88	29.75
July	0.00	0.00	83.99	0.00	0.00	----
August	0.00	0.00	295.91	0.00	0.00	----
September	0.00	0.00	161.96	0.00	0.00	----
October	0.00	0.00	280.25	0.00	0.00	----
November	0.00	0.00	232.66	0.00	0.00	----
December	0.00	0.00	135.35	0.00	0.00	----
6031 - Postage	50.00	50.00	14.03	14.03	35.97	28.06
September	0.00	0.00	0.83	0.00	0.00	----
December	0.00	0.00	13.20	0.00	0.00	----
6400 - Books, Media, & Magazines	20,000.00	20,000.00	11,474.22	11,474.22	8,525.78	57.37
July	0.00	0.00	2,864.90	0.00	0.00	----
August	0.00	0.00	3,941.86	0.00	0.00	----
September	0.00	0.00	1,028.06	0.00	0.00	----
October	0.00	0.00	1,392.44	0.00	0.00	----
November	0.00	0.00	1,416.59	0.00	0.00	----
December	0.00	0.00	830.37	0.00	0.00	----
6410 - Library Programs	5,000.00	5,000.00	250.00	250.00	4,750.00	5.00
December	0.00	0.00	250.00	0.00	0.00	----
7005 - Heating	200.00	200.00	0.00	0.00	200.00	0.00
7015 - Phone	2,000.00	2,000.00	713.40	713.40	1,286.60	35.67
August	0.00	0.00	165.87	0.00	0.00	----

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
40 - Public Services CONT'D						
September	0.00	0.00	290.36	0.00	0.00	---
October	0.00	0.00	168.07	0.00	0.00	---
November	0.00	0.00	41.49	0.00	0.00	---
December	0.00	0.00	47.61	0.00	0.00	---
7025 - Utilities	4,500.00	4,500.00	1,140.14	1,140.14	3,359.86	25.34
July	0.00	0.00	312.97	0.00	0.00	---
August	0.00	0.00	323.91	0.00	0.00	---
September	0.00	0.00	268.82	0.00	0.00	---
November	0.00	0.00	234.44	0.00	0.00	---
7045 - Security & Alarm Monitoring	1,000.00	1,000.00	340.20	340.20	659.80	34.02
September	0.00	0.00	340.20	0.00	0.00	---
9005 - Equipment	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00

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DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
Capital Improvements	Equipment	10-90-1500-9005	\$225,000	\$225,000	\$10,465	\$225,000	\$0	0.00%
Capital Improvements	Revaluation	10-90-1500-9025	\$100,000	\$80,000	\$0	\$45,000	-\$35,000	-43.75%
Capital Improvements	Municipal Facilities	10-90-1500-9030	\$50,000	\$85,000	\$52,327	\$85,000	\$0	0.00%
Capital Improvements	Bond/Admin Closing Fees	10-90-1500-9031	\$0	\$0	\$41,004	\$0	\$0	#DIV/0!
Capital Improvements	Bond/Tassel Top Imp	10-90-1500-9032	\$0	\$0	\$3,953	\$0	\$0	#DIV/0!
Capital Improvements	Bond/PW Building	10-90-1500-9033	\$0	\$0	\$16,884	\$0	\$0	#DIV/0!
Capital Improvements	Bond/Tennis Courts	10-90-1500-9034	\$0	\$0	\$7,166	\$0	\$0	#DIV/0!
Capital Improvements	Paving/Roads	10-90-1500-9035	\$410,000	\$410,000	\$212,793	\$410,000	\$0	0.00%
Capital Improvements	Technology	10-90-1500-9045	\$30,000	\$100,000	\$2,100	\$100,000	\$0	0.00%
Capital Improvements	Sidewalks	10-90-1500-9055	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Capital Improvements	Fire CIP	10-90-1500-9060	\$75,000	\$75,000	\$0	\$115,000	\$40,000	53.33%
Capital Improvements	Playground Improvements	10-90-1500-9065	\$0	\$35,000	\$56,098	\$35,000	\$0	0.00%
TOTAL			\$890,000	\$1,010,000	\$402,789	\$1,015,000	\$5,000	0.50%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
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ACCOUNT

90 - Capital Improvements

1500 - Capital Improvements	1,010,000	493,007	1,015,000	5,000	
9005 - Equipment	225,000	48,415	225,000	0	FY23 Fund Balance \$80,861
9025 - Revaluation	80,000	0	45,000	-35,000	Increases Revaluation balance to \$325K
9030 - Municipal Facilities	85,000	70,927	85,000	0	FY23 Fund Balance \$33,491
9031 - BOND/CLOSING ADMIN C	0	41,341	0	0	
9032 - BOND/TASSEL TOP IMP	0	13,045	0	0	
9033 - BOND/PW BUILDING	0	16,884	0	0	
9034 - BOND/TENNIS COURTS	0	7,166	0	0	
9035 - Paving/Roads	410,000	237,031	410,000	0	FY23 Fund Balance \$159,583
9045 - Technology	100,000	2,100	100,000	0	FY23 Fund Balance \$164,801
9060 - Fire CIP	75,000	0	115,000	40,000	Increases fund balance to \$227,950 / Intent is to purchase 10 new turnout gear sets = \$40K
9065 - Playground Improvement	35,000	56,098	35,000	0	FY23 Fund Balance \$62,600
Final Totals	1,010,000	493,007	1,015,000	5,000	

General Fund Budget Report (July - Dec. 2023)

FUND: 10

JULY TO DECEMBER

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	YTD UNEXPENDED BALANCE	PERCENT SPENT
90 - Capital Improvements CONT'D						
90 - Capital Improvements	1,010,000.00	1,010,000.00	402,789.27	402,789.27	607,210.73	39.88
1500 - Capital Improvements	1,010,000.00	1,010,000.00	402,789.27	402,789.27	607,210.73	39.88
3005 - Contract Fees & Services	0.00	0.00	0.00	0.00	0.00	----
9005 - Equipment	225,000.00	225,000.00	10,464.57	10,464.57	214,535.43	4.65
November	0.00	0.00	4,074.00	0.00	0.00	----
December	0.00	0.00	6,390.57	0.00	0.00	----
9020 - IRT Projects	0.00	0.00	0.00	0.00	0.00	----
9025 - Revaluation	80,000.00	80,000.00	0.00	0.00	80,000.00	0.00
9030 - Municipal Facilities	85,000.00	85,000.00	52,327.20	52,327.20	32,672.80	61.56
August	0.00	0.00	5,116.90	0.00	0.00	----
September	0.00	0.00	36,762.00	0.00	0.00	----
November	0.00	0.00	10,448.30	0.00	0.00	----
9031 - BOND/CLOSING ADMIN COSTS	0.00	0.00	41,004.34	41,004.34	-41,004.34	----
November	0.00	0.00	25,421.71	0.00	0.00	----
December	0.00	0.00	15,582.63	0.00	0.00	----
9032 - BOND/TASSEL TOP IMP	0.00	0.00	3,952.83	3,952.83	-3,952.83	----
November	0.00	0.00	3,952.83	0.00	0.00	----
9033 - BOND/PW BUILDING	0.00	0.00	16,883.93	16,883.93	-16,883.93	----
November	0.00	0.00	8,629.33	0.00	0.00	----
December	0.00	0.00	8,254.60	0.00	0.00	----
9034 - BOND/TENNIS COURTS	0.00	0.00	7,165.80	7,165.80	-7,165.80	----
November	0.00	0.00	4,926.30	0.00	0.00	----
December	0.00	0.00	2,239.50	0.00	0.00	----
9035 - Paving/Roads	410,000.00	410,000.00	212,792.60	212,792.60	197,207.40	51.90
August	0.00	0.00	6,273.41	0.00	0.00	----
September	0.00	0.00	4,051.60	0.00	0.00	----
October	0.00	0.00	192,917.59	0.00	0.00	----
November	0.00	0.00	9,550.00	0.00	0.00	----
9045 - Technology	100,000.00	100,000.00	2,100.00	2,100.00	97,900.00	2.10
August	0.00	0.00	2,100.00	0.00	0.00	----
9055 - Sidewalks	0.00	0.00	0.00	0.00	0.00	----
9060 - Fire CIP	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00
9065 - Playground Improvements	35,000.00	35,000.00	56,098.00	56,098.00	-21,098.00	160.28
September	0.00	0.00	55,423.00	0.00	0.00	----
November	0.00	0.00	675.00	0.00	0.00	----
9070 - Land Improvements	0.00	0.00	0.00	0.00	0.00	----
9080 - Transfer Out	0.00	0.00	0.00	0.00	0.00	----

**RAYMOND FIRE RESCUE DEPARTMENT
PROPOSED CIP BUDGET 5 YEAR PLAN 2019-2024**

CIP RAYMOND FIRE RESCUE						2019-2020	2020-2021	2021 - 2022	2022-2023	2024-2025	2025-2026	2026-2027	2027-2028
Apparatus	Make / Year	Expected Replacement Date	Purchased from:	Price Paid	Replacement Cost- Today								
Rescue 1 (34)	2014 Ford E450	2021-22 extend to 24 with the U-7 plan	PL Custom New	\$170,000.00	\$500,000.00			X		\$450,000.00			
Rescue 2 (35)	2018 Braun Ty1	25-26	PL Custom New	\$223,758.00	\$500,000.00								
Engine 1 (31)	2004 E-1 Typhoon	2024	Demo used	\$375,000.00	\$1,400,000.00							X	
Engine 2 (32)	2015 Pierce	2035	Pierce New	\$425,000.00	\$1,000,000.00								
Tank 1 (36)	1997 International	2022	Demo- Used	\$220,000.00	\$650,000.00							X	
Tank 2 (37)	2018 Freightliner	2043	MetalFab Grant	\$300,000.00	\$650,000.00								
Utility 7	2003 Ford 550	2023	Demo	\$112,813.00	\$450,000.00				X				
Squad 8	1999 Freightliner	22-23 Combine truck with U-7 into 1 unit	EVI Rescue Used	\$46,000.00	\$500,000.00				X				
Marine 1 (31)	28' Ambar	2033	State Surplus Used	\$14,132.00	\$250,000.00								
Marine 2 (32)	19" Whaler- 70 HP		State Surplus Used	\$600.00	\$15,000.00								
Service Truck 2	2015 Chevy 1/2 ton	2030	Quirk New	\$29,000.00	\$50,000.00								
302 DC	2015 Chevy Tahoe	2030	Quirk Augusta	\$34,000.00	\$55,000.00								
301 Chief	2021 Ford Explore	2035	Quirk Augusta	\$35,000.00	\$55,000.00								
Utility 5 (ST1)	2016 Chevy	TBD	Public Works Used	\$30,000.00	\$50,000.00								
UTV	2013 Polaris		Rochester Motor	\$7,475.00	\$19,000.00								
Forestry Trailer	2012 Tailwind		Lee's Family, Used	\$5,000.00	\$12,000.00								
SCBA		2026/2027		\$5,800.00	\$10,000.00							\$250,000.00	
Radios P25 Public Safety Radio		2025/2026			\$4,000.00		\$6,000.00						
					Portable	Mobile							

Utility 7 and Squad 38 are being replaced with Squad 38, Pierce in 2025

Notes: Radios include Portables, Mobiles, Headsets to replace current FireCom Wired Units, All Radios are Public Safety, designed to work in harsh environments. A buildout of the second simulcast site to improve communications and improve radio system coverage and improve safety.

SCBA: As of April of 2025, SCBA become out of standard. Current SCBA technology does not allow updates to current standards. All the standards in question deal with safety for the user. Some of these standards include pass alarms for downed firefighters, time limits for exiting a IDLH Environment, Improved heat rating for the equipment used. The ability for the use to wear longers, decrease fatigue and allow the ability to tract the user inside a building.

Both Radio's and SCBA's we have written Grant's for replacement. The Grant process has been written and will be filled in March of 2024.

Currently looking to replace our ariel device and Tank with one apparatus.
feel it more inducive to replace Tank 36 and Engine 31 with (1) piece of apparatus, a quin Quint

Town of Raymond
2024 \$6,200,000 General Obligation Bond Issue

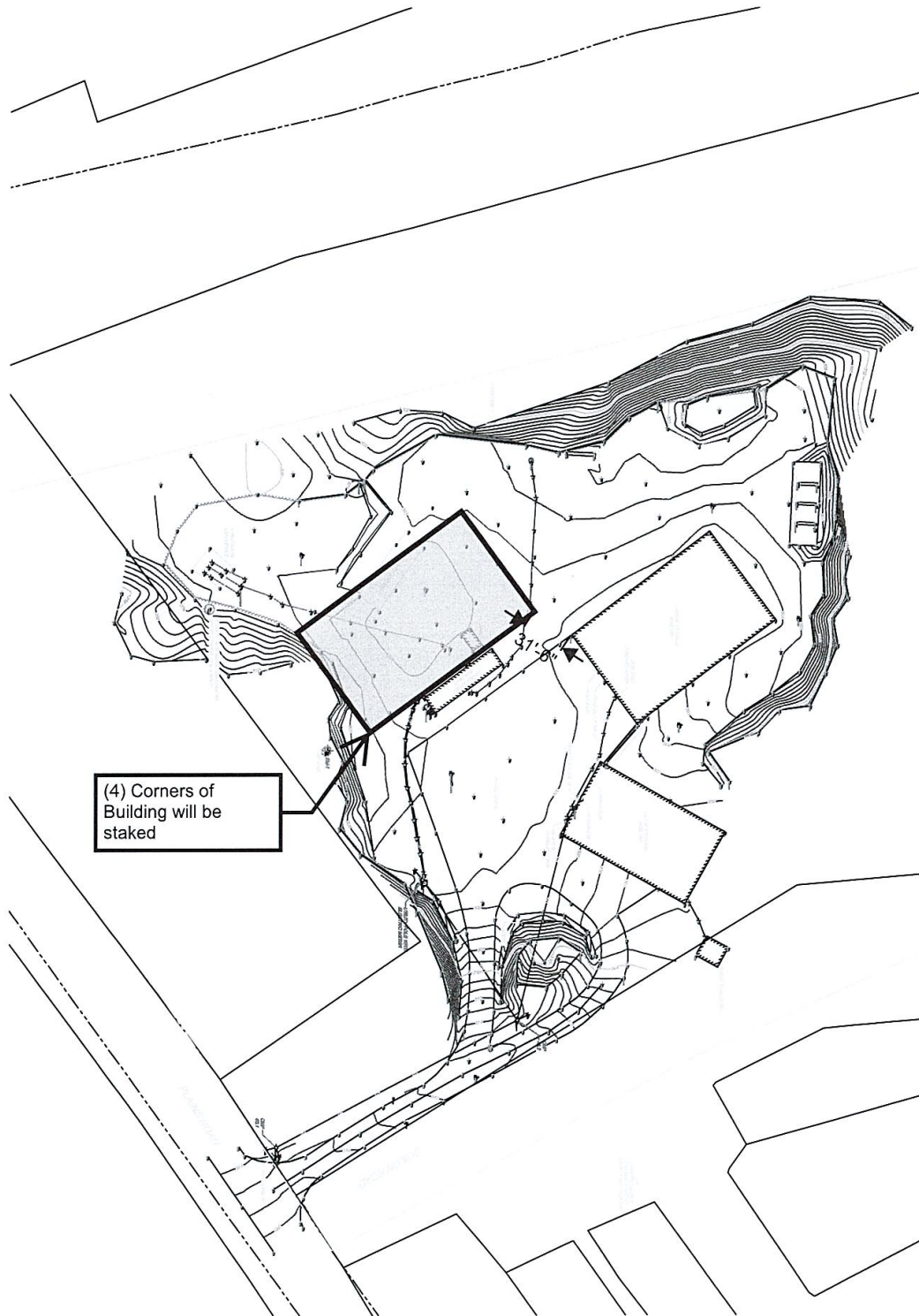
ESTIMATED COSTS OF ISSUANCE

Category	Estimated Costs	Source of Estimate
Bond Counsel	\$12,000 - \$15,000	Prior engagements range
Municipal Advisor	\$10,000	Fee schedule-up to \$10M
Rating-S&P	\$13,500 - \$18,500	Fee schedule-up to \$10M
Electronic Bidding/Adv.	\$1,500	Fixed by contract
Printing/Production	\$2,000 - \$3,000	Prior engagements range
Paying Agent	3,000	Fee schedule- 20-24 years issue
TOTAL	\$42,000 - \$51,000 est.	

PROJECT NAME: Raymond Public Works
 REVISED DATE: 2/7/2024
 PRELIMINARY OPINION OF CONSTRUCTION COSTS



	Unit	Quantity	Materials	Unit Cost	Total	Notes
Earth Work						
Erosion & Sedimentation Control	ls	1		\$15,000	\$15,000	
Mass Site Grading	cy	5,000		\$20	\$100,000	Allowance based upon S.F. of Project Area
Ledge	cy	0		\$150	\$0	None Anticipated
Clearing and Grubbing	ac	1		\$15,000	\$15,000	Allowance
Gravel Subbase	cy	1,700	18" Depth	\$30	\$51,000	Allowance for Full Depth (30,000 s.f.)
Rip Rap	cy	100	14" Deep	\$75	\$7,500	Allowance
Retaining Wall	cy	0		\$300	\$0	None Anticipated
Gates	ea	0		\$30,000	\$0	Use Existing
Fencing	lf	0		\$35	\$0	Use Existing - None
Stormwater Treatment/Detention	ls	1		\$75,000	\$75,000	Allowance
						\$263,500 Subtotal Earthwork
Pavement/Curbing						
Bituminous Pavement 4"	ton	600	3.5" Thick	\$110	\$66,000	Allows for 28,000 s.f.
Slipform Concrete Curb	lf	200		\$20	\$4,000	Sidewalk at building
Concrete Sidewalk	sf	0	5" Thick	\$50	\$0	None Anticipated
Reinforced Concrete Slab (Site)	cy	100	8" Thick	\$500	\$50,000	Apron at Wash Bay & Building and Site Slabs
Painted Pavement Markings	ls	1		\$1,500	\$1,500	Allowance
						\$121,500 Subtotal Pavement/Curbing
Storm drain System						
6" Foundation Drain	lf	300		\$40	\$12,000	To Outlet
4" MDOT Type "B" Underdrain	lf	260		\$25	\$6,500	Backfill Drainage
15" storm drain	lf	250		\$80	\$20,000	Allowance
New 4" Catch Basins	ea	4		\$5,000	\$20,000	Allowance
						\$58,500 Subtotal Storm Drain System
Water						
1.5" Domestic Line	ea	2		\$3,000	\$6,000	New Service
Building Sprinkler System and Pump	ls	0		\$150,000	\$0	None Needed
Fire Tank and Pump (Fire Dept says 17,000 gallons plus pump house)	gallons	17000		\$6	\$102,850	Allowance - How Much 30,000 gallons to 120,000 gallons
						\$108,850 Subtotal Water System
Sanitary Sewer						
6 Inch PVC Pipe	ea	200		\$120	\$24,000	Allowance
Grit Chamber	ea	1		\$30,000	\$30,000	Allowance
Holding Tank for Washbay	ea	1		\$75,000	\$75,000	Allowance
						\$129,000 Subtotal Sewer
Site Electrical						
Electrical Service	ls	1		\$50,000	\$50,000	Allowance
4" Conduit (4)	lf	2000		\$30	\$60,000	Allowance
Generator	ls	1		\$15,000	\$15,000	Use the Existing 75 KW Nathan
						\$125,000 Subtotal Electrical
Landscaping						
Signage	ls	1		\$7,500	\$7,500	Allowance
Trees	ea	6		\$500	\$3,000	Allowance
Loam & Seed	sy	3500		\$8	\$28,000	
						\$38,500 Subtotal Landscaping
New Building Construction						
Fleet Maintenance, Wash Bay, Admin	sf	14,040		\$275	\$3,861,000	Est. Per Square Foot - No Mezzanine
FFE (Furnishings Fixtures, Equip.)	ls	1		\$75,000	\$75,000	IT, Furnishing, Equip. - Allowance
						\$3,936,000 Subtotal Building
Subtotal - Project Costs						\$4,780,850 Subtotal Site and Building
Contingency						
	ls	1	7.5% of Const.	\$358,564		\$358,564 7.5% is a minimum contingency
General Conditions - Contractor						
Bonds/Insurances/Temp Heat/Contractor Jobsite Trailer/Supervision/Project Administration/Oversite of Subs						
	ls	1	6% of Const.	\$286,851		\$286,851
Design, Geotechnical, Materials Testing, Special Inspections, Permitting, Construction						
	ls	1	10% of Const.	\$393,600		\$393,600 Design, Geotech, Construction
Total Project Cost						\$5,819,865 Total Project Budget



Town of Raymond
\$7.8M-20 Years
Debt Service Schedule
\$ 7,800,000.00

Dated: 04/01/2024
Delivered: 04/01/2024
No Calls

<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2025	10/1/2024			112,125.00	-	112,125.00	-	7,800,000.00
	4/1/2025	390,000.00	2.750	112,125.00	-	502,125.00	614,250.00	7,410,000.00
2026	10/1/2025			106,762.50	-	106,762.50	-	7,410,000.00
	4/1/2026	390,000.00	2.750	106,762.50	-	496,762.50	603,525.00	7,020,000.00
2027	10/1/2026			101,400.00	-	101,400.00	-	7,020,000.00
	4/1/2027	390,000.00	2.750	101,400.00	-	491,400.00	592,800.00	6,630,000.00
2028	10/1/2027			96,037.50	-	96,037.50	-	6,630,000.00
	4/1/2028	390,000.00	2.750	96,037.50	-	486,037.50	582,075.00	6,240,000.00
2029	10/1/2028			90,675.00	-	90,675.00	-	6,240,000.00
	4/1/2029	390,000.00	2.750	90,675.00	-	480,675.00	571,350.00	5,850,000.00
2030	10/1/2029			85,312.50	-	85,312.50	-	5,850,000.00
	4/1/2030	390,000.00	2.750	85,312.50	-	475,312.50	560,625.00	5,460,000.00
2031	10/1/2030			79,950.00	-	79,950.00	-	5,460,000.00
	4/1/2031	390,000.00	2.750	79,950.00	-	469,950.00	549,900.00	5,070,000.00
2032	10/1/2031			74,587.50	-	74,587.50	-	5,070,000.00
	4/1/2032	390,000.00	2.750	74,587.50	-	464,587.50	539,175.00	4,680,000.00
2033	10/1/2032			69,225.00	-	69,225.00	-	4,680,000.00
	4/1/2033	390,000.00	2.750	69,225.00	-	459,225.00	528,450.00	4,290,000.00
2034	10/1/2033			63,862.50	-	63,862.50	-	4,290,000.00
	4/1/2034	390,000.00	2.750	63,862.50	-	453,862.50	517,725.00	3,900,000.00
2035	10/1/2034			58,500.00	-	58,500.00	-	3,900,000.00
	4/1/2035	390,000.00	3.000	58,500.00	-	448,500.00	507,000.00	3,510,000.00
2036	10/1/2035			52,650.00	-	52,650.00	-	3,510,000.00
	4/1/2036	390,000.00	3.000	52,650.00	-	442,650.00	495,300.00	3,120,000.00
2037	10/1/2036			46,800.00	-	46,800.00	-	3,120,000.00
	4/1/2037	390,000.00	3.000	46,800.00	-	436,800.00	483,600.00	2,730,000.00
2038	10/1/2037			40,950.00	-	40,950.00	-	2,730,000.00
	4/1/2038	390,000.00	3.000	40,950.00	-	430,950.00	471,900.00	2,340,000.00
2039	10/1/2038			35,100.00	-	35,100.00	-	2,340,000.00
	4/1/2039	390,000.00	3.000	35,100.00	-	425,100.00	460,200.00	1,950,000.00
2040	10/1/2039			29,250.00	-	29,250.00	-	1,950,000.00
	4/1/2040	390,000.00	3.000	29,250.00	-	419,250.00	448,500.00	1,560,000.00
2041	10/1/2040			23,400.00	-	23,400.00	-	1,560,000.00
	4/1/2041	390,000.00	3.000	23,400.00	-	413,400.00	436,800.00	1,170,000.00
2042	10/1/2041			17,550.00	-	17,550.00	-	1,170,000.00
	4/1/2042	390,000.00	3.000	17,550.00	-	407,550.00	425,100.00	780,000.00
2043	10/1/2042			11,700.00	-	11,700.00	-	780,000.00
	4/1/2043	390,000.00	3.000	11,700.00	-	401,700.00	413,400.00	390,000.00
2044	10/1/2043			5,850.00	-	5,850.00	-	390,000.00
	4/1/2044	390,000.00	3.000	5,850.00	-	395,850.00	401,700.00	
		7,800,000.00		2,403,375.00		10,203,375.00		
<i>True Interest Cost (TIC)</i>				2.9283676	<i>Arbitrage Yield Limit (AYL)</i>		0.0000000	
<i>Net Interest Cost (NIC)</i>				2.9345238	<i>Arbitrage Net Interest Cost (ANIC)</i>		0.0000000	
<i>Accrued Interest</i>				0.00				

RAYMOND-2024-7820 | FY: 7 | Mun-EaseElevateMainDb | 16.45 EDB | 02/04/2024 | 11:24 | Rpt24c

Richard Ranaghan
Northeast Municipal Advisors LLC

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Town of Raymond
\$6.2M-20 Years
Debt Service Schedule
\$ 6,200,000.00

Dated: 04/01/2024
Delivered: 04/01/2024
No Calls

<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2025	10/1/2024			89,125.00	-	89,125.00	-	6,200,000.00
	4/1/2025	310,000.00	2.750	89,125.00	-	399,125.00	488,250.00	5,890,000.00
2026	10/1/2025			84,862.50	-	84,862.50	-	5,890,000.00
	4/1/2026	310,000.00	2.750	84,862.50	-	394,862.50	479,725.00	5,580,000.00
2027	10/1/2026			80,600.00	-	80,600.00	-	5,580,000.00
	4/1/2027	310,000.00	2.750	80,600.00	-	390,600.00	471,200.00	5,270,000.00
2028	10/1/2027			76,337.50	-	76,337.50	-	5,270,000.00
	4/1/2028	310,000.00	2.750	76,337.50	-	386,337.50	462,675.00	4,960,000.00
2029	10/1/2028			72,075.00	-	72,075.00	-	4,960,000.00
	4/1/2029	310,000.00	2.750	72,075.00	-	382,075.00	454,150.00	4,650,000.00
2030	10/1/2029			67,812.50	-	67,812.50	-	4,650,000.00
	4/1/2030	310,000.00	2.750	67,812.50	-	377,812.50	445,625.00	4,340,000.00
2031	10/1/2030			63,550.00	-	63,550.00	-	4,340,000.00
	4/1/2031	310,000.00	2.750	63,550.00	-	373,550.00	437,100.00	4,030,000.00
2032	10/1/2031			59,287.50	-	59,287.50	-	4,030,000.00
	4/1/2032	310,000.00	2.750	59,287.50	-	369,287.50	428,575.00	3,720,000.00
2033	10/1/2032			55,025.00	-	55,025.00	-	3,720,000.00
	4/1/2033	310,000.00	2.750	55,025.00	-	365,025.00	420,050.00	3,410,000.00
2034	10/1/2033			50,762.50	-	50,762.50	-	3,410,000.00
	4/1/2034	310,000.00	2.750	50,762.50	-	360,762.50	411,525.00	3,100,000.00
2035	10/1/2034			46,500.00	-	46,500.00	-	3,100,000.00
	4/1/2035	310,000.00	3.000	46,500.00	-	356,500.00	403,000.00	2,790,000.00
2036	10/1/2035			41,850.00	-	41,850.00	-	2,790,000.00
	4/1/2036	310,000.00	3.000	41,850.00	-	351,850.00	393,700.00	2,480,000.00
2037	10/1/2036			37,200.00	-	37,200.00	-	2,480,000.00
	4/1/2037	310,000.00	3.000	37,200.00	-	347,200.00	384,400.00	2,170,000.00
2038	10/1/2037			32,550.00	-	32,550.00	-	2,170,000.00
	4/1/2038	310,000.00	3.000	32,550.00	-	342,550.00	375,100.00	1,860,000.00
2039	10/1/2038			27,900.00	-	27,900.00	-	1,860,000.00
	4/1/2039	310,000.00	3.000	27,900.00	-	337,900.00	365,800.00	1,550,000.00
2040	10/1/2039			23,250.00	-	23,250.00	-	1,550,000.00
	4/1/2040	310,000.00	3.000	23,250.00	-	333,250.00	356,500.00	1,240,000.00
2041	10/1/2040			18,600.00	-	18,600.00	-	1,240,000.00
	4/1/2041	310,000.00	3.000	18,600.00	-	328,600.00	347,200.00	930,000.00
2042	10/1/2041			13,950.00	-	13,950.00	-	930,000.00
	4/1/2042	310,000.00	3.000	13,950.00	-	323,950.00	337,900.00	620,000.00
2043	10/1/2042			9,300.00	-	9,300.00	-	620,000.00
	4/1/2043	310,000.00	3.000	9,300.00	-	319,300.00	328,600.00	310,000.00
2044	10/1/2043			4,650.00	-	4,650.00	-	310,000.00
	4/1/2044	310,000.00	3.000	4,650.00	-	314,650.00	319,300.00	
		6,200,000.00		1,910,375.00		8,110,375.00		
<i>True Interest Cost (TIC)</i>				2.9283676	<i>Arbitrage Yield Limit (AYL)</i>		0.0000000	
<i>Net Interest Cost (NIC)</i>				2.9345238	<i>Arbitrage Net Interest Cost (ANIC)</i>		0.0000000	
<i>Accrued Interest</i>				0.00				

RAYMOND-2024-6220 | FY: 7 | Mun-EaseElevateMainDb | 16.45 EDB | 02/04/2024 | 11:19 | Rpt24c

Richard Ranaghan
 Northeast Municipal Advisors LLC

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Town of Raymond
\$6.2-25 Years
Debt Service Schedule
\$ 6,200,000.00

Dated: 04/01/2024
Delivered: 04/01/2024
No Calls

<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2025	10/1/2024			92,937.50	-	92,937.50	-	6,200,000.00
	4/1/2025	250,000.00	2.750	92,937.50	-	342,937.50	435,875.00	5,950,000.00
2026	10/1/2025			89,500.00	-	89,500.00	-	5,950,000.00
	4/1/2026	250,000.00	2.750	89,500.00	-	339,500.00	429,000.00	5,700,000.00
2027	10/1/2026			86,062.50	-	86,062.50	-	5,700,000.00
	4/1/2027	250,000.00	2.750	86,062.50	-	336,062.50	422,125.00	5,450,000.00
2028	10/1/2027			82,625.00	-	82,625.00	-	5,450,000.00
	4/1/2028	250,000.00	2.750	82,625.00	-	332,625.00	415,250.00	5,200,000.00
2029	10/1/2028			79,187.50	-	79,187.50	-	5,200,000.00
	4/1/2029	250,000.00	2.750	79,187.50	-	329,187.50	408,375.00	4,950,000.00
2030	10/1/2029			75,750.00	-	75,750.00	-	4,950,000.00
	4/1/2030	250,000.00	2.750	75,750.00	-	325,750.00	401,500.00	4,700,000.00
2031	10/1/2030			72,312.50	-	72,312.50	-	4,700,000.00
	4/1/2031	250,000.00	2.750	72,312.50	-	322,312.50	394,625.00	4,450,000.00
2032	10/1/2031			68,875.00	-	68,875.00	-	4,450,000.00
	4/1/2032	250,000.00	2.750	68,875.00	-	318,875.00	387,750.00	4,200,000.00
2033	10/1/2032			65,437.50	-	65,437.50	-	4,200,000.00
	4/1/2033	250,000.00	2.750	65,437.50	-	315,437.50	380,875.00	3,950,000.00
2034	10/1/2033			62,000.00	-	62,000.00	-	3,950,000.00
	4/1/2034	250,000.00	2.750	62,000.00	-	312,000.00	374,000.00	3,700,000.00
2035	10/1/2034			58,562.50	-	58,562.50	-	3,700,000.00
	4/1/2035	250,000.00	3.000	58,562.50	-	308,562.50	367,125.00	3,450,000.00
2036	10/1/2035			54,812.50	-	54,812.50	-	3,450,000.00
	4/1/2036	250,000.00	3.000	54,812.50	-	304,812.50	359,625.00	3,200,000.00
2037	10/1/2036			51,062.50	-	51,062.50	-	3,200,000.00
	4/1/2037	250,000.00	3.000	51,062.50	-	301,062.50	352,125.00	2,950,000.00
2038	10/1/2037			47,312.50	-	47,312.50	-	2,950,000.00
	4/1/2038	250,000.00	3.000	47,312.50	-	297,312.50	344,625.00	2,700,000.00
2039	10/1/2038			43,562.50	-	43,562.50	-	2,700,000.00
	4/1/2039	250,000.00	3.000	43,562.50	-	293,562.50	337,125.00	2,450,000.00
2040	10/1/2039			39,812.50	-	39,812.50	-	2,450,000.00
	4/1/2040	245,000.00	3.000	39,812.50	-	284,812.50	324,625.00	2,205,000.00
2041	10/1/2040			36,137.50	-	36,137.50	-	2,205,000.00
	4/1/2041	245,000.00	3.000	36,137.50	-	281,137.50	317,275.00	1,960,000.00
2042	10/1/2041			32,462.50	-	32,462.50	-	1,960,000.00
	4/1/2042	245,000.00	3.000	32,462.50	-	277,462.50	309,925.00	1,715,000.00
2043	10/1/2042			28,787.50	-	28,787.50	-	1,715,000.00
	4/1/2043	245,000.00	3.000	28,787.50	-	273,787.50	302,575.00	1,470,000.00
2044	10/1/2043			25,112.50	-	25,112.50	-	1,470,000.00
	4/1/2044	245,000.00	3.000	25,112.50	-	270,112.50	295,225.00	1,225,000.00
2045	10/1/2044			21,437.50	-	21,437.50	-	1,225,000.00
	4/1/2045	245,000.00	3.500	21,437.50	-	266,437.50	287,875.00	980,000.00
2046	10/1/2045			17,150.00	-	17,150.00	-	980,000.00
	4/1/2046	245,000.00	3.500	17,150.00	-	262,150.00	279,300.00	735,000.00
2047	10/1/2046			12,862.50	-	12,862.50	-	735,000.00
	4/1/2047	245,000.00	3.500	12,862.50	-	257,862.50	270,725.00	490,000.00
2048	10/1/2047			8,575.00	-	8,575.00	-	490,000.00
	4/1/2048	245,000.00	3.500	8,575.00	-	253,575.00	262,150.00	245,000.00
2049	10/1/2048			4,287.50	-	4,287.50	-	245,000.00

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Town of Raymond
\$6.2-25 Years
Debt Service Schedule
\$ 6,200,000.00

Dated: 04/01/2024
Delivered: 04/01/2024
No Calls

<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
	4/1/2049	245,000.00	3.500	4,287.50	-	249,287.50	253,575.00	
		6,200,000.00		2,513,250.00		8,713,250.00		
<i>True Interest Cost (TIC)</i>				3.1112163	<i>Arbitrage Yield Limit (AYL)</i>			0.0000000
<i>Net Interest Cost (NIC)</i>				3.1327516	<i>Arbitrage Net Interest Cost (ANIC)</i>			0.0000000
<i>Accrued Interest</i>				0.00				

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Northeast Municipal Advisors LLC

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Town of Raymond
\$7.8M-25Years
Debt Service Schedule
\$ 7,800,000.00

Dated: 04/01/2024
Delivered: 04/01/2024
No Calls

<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2025	10/1/2024			116,937.50	-	116,937.50	-	7,800,000.00
	4/1/2025	315,000.00	2.750	116,937.50	-	431,937.50	548,875.00	7,485,000.00
2026	10/1/2025			112,606.25	-	112,606.25	-	7,485,000.00
	4/1/2026	315,000.00	2.750	112,606.25	-	427,606.25	540,212.50	7,170,000.00
2027	10/1/2026			108,275.00	-	108,275.00	-	7,170,000.00
	4/1/2027	315,000.00	2.750	108,275.00	-	423,275.00	531,550.00	6,855,000.00
2028	10/1/2027			103,943.75	-	103,943.75	-	6,855,000.00
	4/1/2028	315,000.00	2.750	103,943.75	-	418,943.75	522,887.50	6,540,000.00
2029	10/1/2028			99,612.50	-	99,612.50	-	6,540,000.00
	4/1/2029	315,000.00	2.750	99,612.50	-	414,612.50	514,225.00	6,225,000.00
2030	10/1/2029			95,281.25	-	95,281.25	-	6,225,000.00
	4/1/2030	315,000.00	2.750	95,281.25	-	410,281.25	505,562.50	5,910,000.00
2031	10/1/2030			90,950.00	-	90,950.00	-	5,910,000.00
	4/1/2031	315,000.00	2.750	90,950.00	-	405,950.00	496,900.00	5,595,000.00
2032	10/1/2031			86,618.75	-	86,618.75	-	5,595,000.00
	4/1/2032	315,000.00	2.750	86,618.75	-	401,618.75	488,237.50	5,280,000.00
2033	10/1/2032			82,287.50	-	82,287.50	-	5,280,000.00
	4/1/2033	315,000.00	2.750	82,287.50	-	397,287.50	479,575.00	4,965,000.00
2034	10/1/2033			77,956.25	-	77,956.25	-	4,965,000.00
	4/1/2034	315,000.00	2.750	77,956.25	-	392,956.25	470,912.50	4,650,000.00
2035	10/1/2034			73,625.00	-	73,625.00	-	4,650,000.00
	4/1/2035	310,000.00	3.000	73,625.00	-	383,625.00	457,250.00	4,340,000.00
2036	10/1/2035			68,975.00	-	68,975.00	-	4,340,000.00
	4/1/2036	310,000.00	3.000	68,975.00	-	378,975.00	447,950.00	4,030,000.00
2037	10/1/2036			64,325.00	-	64,325.00	-	4,030,000.00
	4/1/2037	310,000.00	3.000	64,325.00	-	374,325.00	438,650.00	3,720,000.00
2038	10/1/2037			59,675.00	-	59,675.00	-	3,720,000.00
	4/1/2038	310,000.00	3.000	59,675.00	-	369,675.00	429,350.00	3,410,000.00
2039	10/1/2038			55,025.00	-	55,025.00	-	3,410,000.00
	4/1/2039	310,000.00	3.000	55,025.00	-	365,025.00	420,050.00	3,100,000.00
2040	10/1/2039			50,375.00	-	50,375.00	-	3,100,000.00
	4/1/2040	310,000.00	3.000	50,375.00	-	360,375.00	410,750.00	2,790,000.00
2041	10/1/2040			45,725.00	-	45,725.00	-	2,790,000.00
	4/1/2041	310,000.00	3.000	45,725.00	-	355,725.00	401,450.00	2,480,000.00
2042	10/1/2041			41,075.00	-	41,075.00	-	2,480,000.00
	4/1/2042	310,000.00	3.000	41,075.00	-	351,075.00	392,150.00	2,170,000.00
2043	10/1/2042			36,425.00	-	36,425.00	-	2,170,000.00
	4/1/2043	310,000.00	3.000	36,425.00	-	346,425.00	382,850.00	1,860,000.00
2044	10/1/2043			31,775.00	-	31,775.00	-	1,860,000.00
	4/1/2044	310,000.00	3.000	31,775.00	-	341,775.00	373,550.00	1,550,000.00
2045	10/1/2044			27,125.00	-	27,125.00	-	1,550,000.00
	4/1/2045	310,000.00	3.500	27,125.00	-	337,125.00	364,250.00	1,240,000.00
2046	10/1/2045			21,700.00	-	21,700.00	-	1,240,000.00
	4/1/2046	310,000.00	3.500	21,700.00	-	331,700.00	353,400.00	930,000.00
2047	10/1/2046			16,275.00	-	16,275.00	-	930,000.00
	4/1/2047	310,000.00	3.500	16,275.00	-	326,275.00	342,550.00	620,000.00
2048	10/1/2047			10,850.00	-	10,850.00	-	620,000.00
	4/1/2048	310,000.00	3.500	10,850.00	-	320,850.00	331,700.00	310,000.00
2049	10/1/2048			5,425.00	-	5,425.00	-	310,000.00

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Town of Raymond
\$7.8M-25Years
Debt Service Schedule
\$ 7,800,000.00

Dated: 04/01/2024
Delivered: 04/01/2024
No Calls

<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
	4/1/2049	310,000.00	3.500	5,425.00	-	315,425.00	320,850.00	
		7,800,000.00		3,165,687.50		10,965,687.50		
<i>True Interest Cost (TIC)</i>				3.1119874	<i>Arbitrage Yield Limit (AYL)</i>			0.0000000
<i>Net Interest Cost (NIC)</i>				3.1335684	<i>Arbitrage Net Interest Cost (ANIC)</i>			0.0000000
<i>Accrued Interest</i>				0.00				

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Town of Raymond
\$6.2M-30 Years
Debt Service Schedule
\$ 6,200,000.00

Dated: 04/01/2024
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<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2025	10/1/2024			95,500.00	-	95,500.00	-	6,200,000.00
	4/1/2025	210,000.00	2.750	95,500.00	-	305,500.00	401,000.00	5,990,000.00
2026	10/1/2025			92,612.50	-	92,612.50	-	5,990,000.00
	4/1/2026	210,000.00	2.750	92,612.50	-	302,612.50	395,225.00	5,780,000.00
2027	10/1/2026			89,725.00	-	89,725.00	-	5,780,000.00
	4/1/2027	210,000.00	2.750	89,725.00	-	299,725.00	389,450.00	5,570,000.00
2028	10/1/2027			86,837.50	-	86,837.50	-	5,570,000.00
	4/1/2028	210,000.00	2.750	86,837.50	-	296,837.50	383,675.00	5,360,000.00
2029	10/1/2028			83,950.00	-	83,950.00	-	5,360,000.00
	4/1/2029	210,000.00	2.750	83,950.00	-	293,950.00	377,900.00	5,150,000.00
2030	10/1/2029			81,062.50	-	81,062.50	-	5,150,000.00
	4/1/2030	210,000.00	2.750	81,062.50	-	291,062.50	372,125.00	4,940,000.00
2031	10/1/2030			78,175.00	-	78,175.00	-	4,940,000.00
	4/1/2031	210,000.00	2.750	78,175.00	-	288,175.00	366,350.00	4,730,000.00
2032	10/1/2031			75,287.50	-	75,287.50	-	4,730,000.00
	4/1/2032	210,000.00	2.750	75,287.50	-	285,287.50	360,575.00	4,520,000.00
2033	10/1/2032			72,400.00	-	72,400.00	-	4,520,000.00
	4/1/2033	210,000.00	2.750	72,400.00	-	282,400.00	354,800.00	4,310,000.00
2034	10/1/2033			69,512.50	-	69,512.50	-	4,310,000.00
	4/1/2034	210,000.00	2.750	69,512.50	-	279,512.50	349,025.00	4,100,000.00
2035	10/1/2034			66,625.00	-	66,625.00	-	4,100,000.00
	4/1/2035	205,000.00	3.000	66,625.00	-	271,625.00	338,250.00	3,895,000.00
2036	10/1/2035			63,550.00	-	63,550.00	-	3,895,000.00
	4/1/2036	205,000.00	3.000	63,550.00	-	268,550.00	332,100.00	3,690,000.00
2037	10/1/2036			60,475.00	-	60,475.00	-	3,690,000.00
	4/1/2037	205,000.00	3.000	60,475.00	-	265,475.00	325,950.00	3,485,000.00
2038	10/1/2037			57,400.00	-	57,400.00	-	3,485,000.00
	4/1/2038	205,000.00	3.000	57,400.00	-	262,400.00	319,800.00	3,280,000.00
2039	10/1/2038			54,325.00	-	54,325.00	-	3,280,000.00
	4/1/2039	205,000.00	3.000	54,325.00	-	259,325.00	313,650.00	3,075,000.00
2040	10/1/2039			51,250.00	-	51,250.00	-	3,075,000.00
	4/1/2040	205,000.00	3.000	51,250.00	-	256,250.00	307,500.00	2,870,000.00
2041	10/1/2040			48,175.00	-	48,175.00	-	2,870,000.00
	4/1/2041	205,000.00	3.000	48,175.00	-	253,175.00	301,350.00	2,665,000.00
2042	10/1/2041			45,100.00	-	45,100.00	-	2,665,000.00
	4/1/2042	205,000.00	3.000	45,100.00	-	250,100.00	295,200.00	2,460,000.00
2043	10/1/2042			42,025.00	-	42,025.00	-	2,460,000.00
	4/1/2043	205,000.00	3.000	42,025.00	-	247,025.00	289,050.00	2,255,000.00
2044	10/1/2043			38,950.00	-	38,950.00	-	2,255,000.00
	4/1/2044	205,000.00	3.000	38,950.00	-	243,950.00	282,900.00	2,050,000.00
2045	10/1/2044			35,875.00	-	35,875.00	-	2,050,000.00
	4/1/2045	205,000.00	3.500	35,875.00	-	240,875.00	276,750.00	1,845,000.00
2046	10/1/2045			32,287.50	-	32,287.50	-	1,845,000.00
	4/1/2046	205,000.00	3.500	32,287.50	-	237,287.50	269,575.00	1,640,000.00
2047	10/1/2046			28,700.00	-	28,700.00	-	1,640,000.00
	4/1/2047	205,000.00	3.500	28,700.00	-	233,700.00	262,400.00	1,435,000.00
2048	10/1/2047			25,112.50	-	25,112.50	-	1,435,000.00
	4/1/2048	205,000.00	3.500	25,112.50	-	230,112.50	255,225.00	1,230,000.00
2049	10/1/2048			21,525.00	-	21,525.00	-	1,230,000.00

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Town of Raymond
\$6.2M-30 Years
Debt Service Schedule
\$ 6,200,000.00

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<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2050	4/1/2049	205,000.00	3.500	21,525.00	-	226,525.00	248,050.00	1,025,000.00
	10/1/2049			17,937.50	-	17,937.50	-	1,025,000.00
2051	4/1/2050	205,000.00	3.500	17,937.50	-	222,937.50	240,875.00	820,000.00
	10/1/2050			14,350.00	-	14,350.00	-	820,000.00
2052	4/1/2051	205,000.00	3.500	14,350.00	-	219,350.00	233,700.00	615,000.00
	10/1/2051			10,762.50	-	10,762.50	-	615,000.00
2053	4/1/2052	205,000.00	3.500	10,762.50	-	215,762.50	226,525.00	410,000.00
	10/1/2052			7,175.00	-	7,175.00	-	410,000.00
2054	4/1/2053	205,000.00	3.500	7,175.00	-	212,175.00	219,350.00	205,000.00
	10/1/2053			3,587.50	-	3,587.50	-	205,000.00
	4/1/2054	205,000.00	3.500	3,587.50	-	208,587.50	212,175.00	
		6,200,000.00		3,100,500.00		9,300,500.00		
<i>True Interest Cost (TIC)</i>				3.2148507	<i>Arbitrage Yield Limit (AYL)</i>			0.0000000
<i>Net Interest Cost (NIC)</i>				3.2432008	<i>Arbitrage Net Interest Cost (ANIC)</i>			0.0000000
<i>Accrued Interest</i>				0.00				

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Town of Raymond
\$7.8M-30 Years
Debt Service Schedule
\$ 7,800,000.00

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<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2025	10/1/2024			120,250.00	-	120,250.00	-	7,800,000.00
	4/1/2025	260,000.00	2.750	120,250.00	-	380,250.00	500,500.00	7,540,000.00
2026	10/1/2025			116,675.00	-	116,675.00	-	7,540,000.00
	4/1/2026	260,000.00	2.750	116,675.00	-	376,675.00	493,350.00	7,280,000.00
2027	10/1/2026			113,100.00	-	113,100.00	-	7,280,000.00
	4/1/2027	260,000.00	2.750	113,100.00	-	373,100.00	486,200.00	7,020,000.00
2028	10/1/2027			109,525.00	-	109,525.00	-	7,020,000.00
	4/1/2028	260,000.00	2.750	109,525.00	-	369,525.00	479,050.00	6,760,000.00
2029	10/1/2028			105,950.00	-	105,950.00	-	6,760,000.00
	4/1/2029	260,000.00	2.750	105,950.00	-	365,950.00	471,900.00	6,500,000.00
2030	10/1/2029			102,375.00	-	102,375.00	-	6,500,000.00
	4/1/2030	260,000.00	2.750	102,375.00	-	362,375.00	464,750.00	6,240,000.00
2031	10/1/2030			98,800.00	-	98,800.00	-	6,240,000.00
	4/1/2031	260,000.00	2.750	98,800.00	-	358,800.00	457,600.00	5,980,000.00
2032	10/1/2031			95,225.00	-	95,225.00	-	5,980,000.00
	4/1/2032	260,000.00	2.750	95,225.00	-	355,225.00	450,450.00	5,720,000.00
2033	10/1/2032			91,650.00	-	91,650.00	-	5,720,000.00
	4/1/2033	260,000.00	2.750	91,650.00	-	351,650.00	443,300.00	5,460,000.00
2034	10/1/2033			88,075.00	-	88,075.00	-	5,460,000.00
	4/1/2034	260,000.00	2.750	88,075.00	-	348,075.00	436,150.00	5,200,000.00
2035	10/1/2034			84,500.00	-	84,500.00	-	5,200,000.00
	4/1/2035	260,000.00	3.000	84,500.00	-	344,500.00	429,000.00	4,940,000.00
2036	10/1/2035			80,600.00	-	80,600.00	-	4,940,000.00
	4/1/2036	260,000.00	3.000	80,600.00	-	340,600.00	421,200.00	4,680,000.00
2037	10/1/2036			76,700.00	-	76,700.00	-	4,680,000.00
	4/1/2037	260,000.00	3.000	76,700.00	-	336,700.00	413,400.00	4,420,000.00
2038	10/1/2037			72,800.00	-	72,800.00	-	4,420,000.00
	4/1/2038	260,000.00	3.000	72,800.00	-	332,800.00	405,600.00	4,160,000.00
2039	10/1/2038			68,900.00	-	68,900.00	-	4,160,000.00
	4/1/2039	260,000.00	3.000	68,900.00	-	328,900.00	397,800.00	3,900,000.00
2040	10/1/2039			65,000.00	-	65,000.00	-	3,900,000.00
	4/1/2040	260,000.00	3.000	65,000.00	-	325,000.00	390,000.00	3,640,000.00
2041	10/1/2040			61,100.00	-	61,100.00	-	3,640,000.00
	4/1/2041	260,000.00	3.000	61,100.00	-	321,100.00	382,200.00	3,380,000.00
2042	10/1/2041			57,200.00	-	57,200.00	-	3,380,000.00
	4/1/2042	260,000.00	3.000	57,200.00	-	317,200.00	374,400.00	3,120,000.00
2043	10/1/2042			53,300.00	-	53,300.00	-	3,120,000.00
	4/1/2043	260,000.00	3.000	53,300.00	-	313,300.00	366,600.00	2,860,000.00
2044	10/1/2043			49,400.00	-	49,400.00	-	2,860,000.00
	4/1/2044	260,000.00	3.000	49,400.00	-	309,400.00	358,800.00	2,600,000.00
2045	10/1/2044			45,500.00	-	45,500.00	-	2,600,000.00
	4/1/2045	260,000.00	3.500	45,500.00	-	305,500.00	351,000.00	2,340,000.00
2046	10/1/2045			40,950.00	-	40,950.00	-	2,340,000.00
	4/1/2046	260,000.00	3.500	40,950.00	-	300,950.00	341,900.00	2,080,000.00
2047	10/1/2046			36,400.00	-	36,400.00	-	2,080,000.00
	4/1/2047	260,000.00	3.500	36,400.00	-	296,400.00	332,800.00	1,820,000.00
2048	10/1/2047			31,850.00	-	31,850.00	-	1,820,000.00
	4/1/2048	260,000.00	3.500	31,850.00	-	291,850.00	323,700.00	1,560,000.00
2049	10/1/2048			27,300.00	-	27,300.00	-	1,560,000.00

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Richard Ranaghan
 Northeast Municipal Advisors LLC

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Town of Raymond
\$7.8M-30 Years
Debt Service Schedule
\$ 7,800,000.00

Dated: 04/01/2024
Delivered: 04/01/2024
No Calls

<i>Fiscal Year</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Credit Enhancements</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
	4/1/2049	260,000.00	3.500	27,300.00	-	287,300.00	314,600.00	1,300,000.00
2050	10/1/2049			22,750.00	-	22,750.00	-	1,300,000.00
	4/1/2050	260,000.00	3.500	22,750.00	-	282,750.00	305,500.00	1,040,000.00
2051	10/1/2050			18,200.00	-	18,200.00	-	1,040,000.00
	4/1/2051	260,000.00	3.500	18,200.00	-	278,200.00	296,400.00	780,000.00
2052	10/1/2051			13,650.00	-	13,650.00	-	780,000.00
	4/1/2052	260,000.00	3.500	13,650.00	-	273,650.00	287,300.00	520,000.00
2053	10/1/2052			9,100.00	-	9,100.00	-	520,000.00
	4/1/2053	260,000.00	3.500	9,100.00	-	269,100.00	278,200.00	260,000.00
2054	10/1/2053			4,550.00	-	4,550.00	-	260,000.00
	4/1/2054	260,000.00	3.500	4,550.00	-	264,550.00	269,100.00	
		7,800,000.00		3,922,750.00		11,722,750.00		
<i>True Interest Cost (TIC)</i>				3.2164603	<i>Arbitrage Yield Limit (AYL)</i>			0.0000000
<i>Net Interest Cost (NIC)</i>				3.2446237	<i>Arbitrage Net Interest Cost (ANIC)</i>			0.0000000
<i>Accrued Interest</i>				0.00				

RAYMOND-2024-7830 | FY: 7 | Mun-EaseElevateMainDb | 16.45 EDB | 02/04/2024 | 11:57 | Rpt24c

Richard Ranaghan
 Northeast Municipal Advisors LLC

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Revenue

EXPENSES (APPROPRIATIONS)	FY24	FY25	dif
1000 Administration	\$ 557,487	\$ 583,758	\$ 26,271
1100 Employee Comp/Training	\$ 75,000	\$ 85,000	\$ 10,000
1250 Assessing	\$ 83,437	\$ 89,778	\$ 6,341
1500 Code Enforcement	\$ 225,892	\$ 232,695	\$ 6,803
2000 Town Buildings	\$ 46,000	\$ 46,000	\$ -
5500 Technology	\$ 226,260	\$ 222,200	\$ (4,060)
6000 Fire Dept	\$ 1,239,271	\$ 1,291,507	\$ 52,236
6100 Animal Control	\$ 42,161	\$ 46,860	\$ 4,699
8100 Public Works	\$ 930,356	\$ 937,390	\$ 7,034
8200 Solid Waste	\$ 398,100	\$ 443,624	\$ 45,524
1200 Cemeteries	\$ 45,184	\$ 55,400	\$ 10,216
1210 Recreation	\$ 163,084	\$ 196,584	\$ 33,500
1215 Provider Agencies	\$ 1,000	\$ 1,000	\$ -
1275 Raymond Village Library	\$ 161,403	\$ 164,403	\$ 3,000
5500 General Assistance	\$ 15,000	\$ 15,000	\$ -
4000 Employee Benefits/Insurances	\$ 1,049,861	\$ 1,285,416	\$ 235,555
1550 Debt Service	\$ 341,501	\$ 613,918	\$ 272,417
1500 CIP	\$ 1,010,000	\$ 1,015,000	\$ 5,000
Article 8 Selectmans contingency	\$ 75,000	\$ 75,000	\$ -
			\$ 0
			\$ -
			\$ 0
Total Municipal Appropriation	\$ 6,685,997	\$ 7,400,533	\$ 714,536
9000 TIF	\$ 270,483.00	\$ 279,043.00	
9100 County Tax	\$ 974,325.00	\$ 1,017,762.00	
6000 Education	\$ 11,940,729.34	\$ 11,940,729.34	
Overlay	\$ 39,888.23	\$ 55,955.43	
Gross Budget		10.69%	
Gross Budget w/o new debt of \$276K	\$438,536	6.56%	
Total Expenses	\$ 19,911,422.57	\$ 20,694,022.77	

OTHER REVENUES	FY24	FY25	Dif
3121 AUTO EXCISE	\$ 1,180,000	\$ 1,220,000	\$ 40,000
3122 BOAT EXCISE	\$ 30,500	\$ 30,500	\$ -
3123 PLANE EXCISE			\$ -
3131 INTEREST ON TAXES	\$ 35,000	\$ 35,000	\$ -
3132 LIEN CHARGES	\$ 7,800	\$ 8,000	\$ 200
3133 PILOT'S	\$ 5,000	\$ 5,000	\$ -
3202 LOCAL ROAD ASSISTANCE	\$ 53,600	\$ 61,496	\$ 7,896
3203 TREE GROWTH REIMBURSEMENTS	\$ 8,769	\$ 8,000	\$ (769)
3204 VETERANS REIMBURSEMENTS	\$ 3,290	\$ 3,000	\$ (290)
3205 SNOWMOBILE REIMBURSEMENTS	\$ 2,350	\$ 1,960	\$ (390)
3206 GENERAL ASSISTANCE REIMBURSE	\$ 10,500	\$ 10,500	\$ -
3210 DEP GRANTS	\$ 24,871	\$ 27,132	\$ 2,261
3310 CEO/PLANNING FEES	\$ 140,000	\$ 175,000	\$ 35,000
3311 MUNICIPAL FEES	\$ 25,000	\$ 25,000	\$ -
3312 VISTAL STATS FEES	\$ 4,000	\$ 4,000	\$ -
3313 CABLE FANCHISE FEES	\$ 40,400	\$ 38,400	\$ (2,000)
3316 PARKING TICKETS			\$ -
3461 PUBLIC SAFETY INCOME	\$ 15,000	\$ 21,000	\$ 6,000
3462 RESCUE/FIRE COLLECTIONS	\$ 220,000	\$ 240,000	\$ 20,000
3463 ANIMAL CONTROL REVENUE	\$ 1,000	\$ 1,100	\$ 100
3470 PUBLIC WORKS REVENUE	\$ 74,000	\$ -	\$ (74,000)
3491 SOLID WASTE/BAG TAGS	\$ 100	\$ 100	\$ -
3501 INVESTMENT INCOME	\$ 14,000	\$ 125,000	\$ 111,000
3601 MISCELLANIEOUS INCOME	\$ 7,000	\$ 7,000	\$ -
4101 PERPETUAL CARE INCOME	\$ 4,000	\$ 4,000	\$ -
4108 FIRE PERMITS	\$ 3,000	\$ 3,000	\$ -
4103 USE OF FUND BALANCE	\$ 75,000	\$ 75,000	\$ -
3481 REC FIELD RESERVATIONS	\$ 500	\$ -	\$ (500)
4306 LIBRARY PRINTING FEES		\$ 200	\$ 200
4310 LIBRARY OPERATING ACCT INT	\$ 720	\$ 100	\$ (620)
4315 LIBRARY OPERATING INCOME		\$ 300	\$ 300
4320 LIBRARY MBS INV. INCOME		\$ 5,500	\$ 5,500
4325 LIBRARY INVESTMENT TRANSFER	\$ 30,000	\$ 30,000	\$ -

Total "Other Revenues"	\$ 2,015,400.0	\$ 2,165,288.0	\$ 149,888
Selectmans option of fund balance	\$ 175,000.00	\$ 175,000.00	
Revenue Sharing	\$ 464,259.71	\$ 485,301.00	
Homestead Reimbursement	\$ 244,807.10	\$ 211,407.00	
BETE Reimbursement	\$ 49,845.84	\$ 44,082.00	
Property Taxes	\$ 16,937,110.20	\$ 17,623,560.00	
Total Revenues	\$ 19,886,422.85	\$ 20,704,638.00	
Tax Rate:	\$15.90/\$1,000	\$16.30/\$1,000	Est FY25 Rate

JULY 1, 2024 - JUNE 30, 2025
PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	REVENUES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
10 - General Government	19,601,052	18,605,072	20,629,638	1,028,586	
3110 - Property Taxes	16,725,097	16,771,082	17,623,560	898,463	Est. \$9M (+/-) new valuation
3121 - Auto Excise Taxes	1,180,000	713,800	1,220,000	40,000	Modest increase
3122 - Boat Excise Taxes	30,500	5,632	30,500	0	
3131 - Interest on Taxes	35,000	15,014	35,000	0	
3132 - Lien Charges	7,800	7,471	8,000	200	
3133 - Payment in lieu of taxes	5,000	5,000	5,000	0	
3201 - State Revenue Sharing	464,260	305,902	485,301	21,041	Based on State's Projection published 2/5/2024
3202 - Local Road Assistance	53,600	61,496	61,496	7,896	Based on actual FY24 receipt
3203 - Tree Growth Reim	8,769	9,385	8,000	-769	
3204 - Veterans Exemption	3,290	0	3,000	-290	
3205 - Snowmobile reimbursement	2,350	0	1,960	-390	Based on actual FY24 receipt
3206 - General Assistance Reimburse	10,500	5,305	10,500	0	70% State reimbursement /YTD exp \$10,548
3207 - Homestead Exemption	246,133	175,258	211,407	-34,726	Certified Ratio 62%
3208 - BETE/BETR Reimbursement	50,161	50,161	44,082	-6,079	
3210 - Grant Revenue	24,871	24,871	27,132	2,261	Year 2 of DEP Milfoil Removal project
3310 - CEO/Planning Fees	140,000	139,375	175,000	35,000	
3311 - Municipal Fees	25,000	15,524	25,000	0	
3312 - Vital Statistic Fees	4,000	2,521	4,000	0	
3313 - Cable Franchise Fees	40,400	0	38,400	-2,000	Based on actual FY24 receipt
3461 - Public Safety Income	15,000	16,306	21,000	6,000	Frye Island new contracted amt \$20K
3462 - Rescue/Fire Collections	220,000	184,733	240,000	20,000	Modest increase
3463 - Animal Control Revenue	1,000	525	1,100	100	
3470 - Public Works Revenue	74,000	0	0	-74,000	Interlocal roadside mowing services unknown
3481 - Field Reservations	500	0	0	-500	
3491 - Solid Waste/Bag Tags	100	47	100	0	

FY25 REVENUE

Revised 2/20/2024

EXPENSES (APPROPRIATIONS)	FY24	FY25	dif
1000 Administration	\$ 557,487	\$ 583,758	\$ 26,271
1100 Employee Comp/Training	\$ 75,000	\$ 85,000	\$ 10,000
1250 Assessing	\$ 83,437	\$ 89,778	\$ 6,341
1500 Code Enforcement	\$ 225,892	\$ 232,695	\$ 6,803
2000 Town Buildings	\$ 46,000	\$ 46,000	\$ -
5500 Technology	\$ 226,260	\$ 222,200	\$ (4,060)
6000 Fire Dept	\$ 1,239,271	\$ 1,291,507	\$ 52,236
6100 Animal Control	\$ 42,161	\$ 46,860	\$ 4,699
8100 Public Works	\$ 930,356	\$ 937,390	\$ 7,034
8200 Solid Waste	\$ 398,100	\$ 443,624	\$ 45,524
1200 Cemeteries	\$ 45,184	\$ 55,400	\$ 10,216
1210 Recreation	\$ 163,084	\$ 196,584	\$ 33,500
1215 Provider Agencies	\$ 1,000	\$ 1,000	\$ -
1275 Raymond Village Library	\$ 161,403	\$ 164,403	\$ 3,000
5500 General Assistance	\$ 15,000	\$ 15,000	\$ -
4000 Employee Benefits/Insurances	\$ 1,049,861	\$ 1,285,416	\$ 235,555
1550 Debt Service	\$ 341,501	\$ 613,918	\$ 272,417
1500 CIP	\$ 1,010,000	\$ 1,015,000	\$ 5,000
Article 8 Selectmans contingency	\$ 75,000	\$ 75,000	\$ -
			\$ 0
			\$ 0
Total Municipal Appropriation	\$ 6,685,997	\$ 7,400,533	\$ 714,536
9000 TIF	\$ 270,483.00	\$ 279,043.00	
9100 County Tax	\$ 974,325.00	\$ 1,017,762.00	
6000 Education	\$ 11,940,729.34	\$ 11,940,729.34	
Overlay	\$ 39,888.23	\$ 55,955.43	
Gross Budget		10.69%	
Gross Budget w/o new debt of \$276K	\$438,536	6.56%	

Total Expenses	\$ 19,911,422.57	\$ 20,694,022.77
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OTHER REVENUES	FY24	FY25	Dif
3121 AUTO EXCISE	\$ 1,180,000	\$ 1,220,000	\$ 40,000
3122 BOAT EXCISE	\$ 30,500	\$ 30,500	\$ -
3123 PLANE EXCISE			\$ -
3131 INTEREST ON TAXES	\$ 35,000	\$ 35,000	\$ -
3132 LIEN CHARGES	\$ 7,800	\$ 8,000	\$ 200
3133 PILOT'S	\$ 5,000	\$ 5,000	\$ -
3202 LOCAL ROAD ASSISTANCE	\$ 53,600	\$ 61,496	\$ 7,896
3203 TREE GROWTH REIMBURSEMENTS	\$ 8,769	\$ 8,000	\$ (769)
3204 VETERANS REIMBURSEMENTS	\$ 3,290	\$ 3,000	\$ (290)
3205 SNOWMOBILE REIMBURSEMENTS	\$ 2,350	\$ 1,960	\$ (390)
3206 GENERAL ASSISTANCE REIMBURSE	\$ 10,500	\$ 10,500	\$ -
3210 DEP GRANTS	\$ 24,871	\$ 27,132	\$ 2,261
3310 CEO/PLANNING FEES	\$ 140,000	\$ 175,000	\$ 35,000
3311 MUNICIPAL FEES	\$ 25,000	\$ 25,000	\$ -
3312 VISTAL STATS FEES	\$ 4,000	\$ 4,000	\$ -
3313 CABLE FRANCHISE FEES	\$ 40,400	\$ 38,400	\$ (2,000)
3316 PARKING TICKETS			\$ -
3461 PUBLIC SAFETY INCOME	\$ 15,000	\$ 21,000	\$ 6,000
3462 RESCUE/FIRE COLLECTIONS	\$ 220,000	\$ 240,000	\$ 20,000
3463 ANIMAL CONTROL REVENUE	\$ 1,000	\$ 1,100	\$ 100
3470 PUBLIC WORKS REVENUE	\$ 74,000	\$ -	\$ (74,000)
3491 SOLID WASTE/BAG TAGS	\$ 100	\$ 100	\$ -
3501 INVESTMENT INCOME	\$ 14,000	\$ 125,000	\$ 111,000
3601 MISCELLANEOUS INCOME	\$ 7,000	\$ 7,000	\$ -
4101 PERPETUAL CARE INCOME	\$ 4,000	\$ 4,000	\$ -
4108 FIRE PERMITS	\$ 3,000	\$ 3,000	\$ -
4103 USE OF FUND BALANCE	\$ 75,000	\$ 75,000	\$ -
3481 REC FIELD RESERVATIONS	\$ 500	\$ -	\$ (500)
4306 LIBRARY PRINTING FEES		\$ 200	\$ 200
4310 LIBRARY OPERATING ACCT INT	\$ 720	\$ 100	\$ (620)
4315 LIBRARY OPERATING INCOME		\$ 300	\$ 300
4320 LIBRARY MBS INV. INCOME		\$ 5,500	\$ 5,500
4325 LIBRARY INVESTMENT TRANSFER	\$ 30,000	\$ 30,000	\$ -

Total "Other Revenues"	\$ 2,015,400.0	\$ 2,165,288.0	\$ 149,888
Selectmans option of fund balance	\$ 175,000.00	\$ 175,000.00	
Revenue Sharing	\$ 464,259.71	\$ 485,301.00	
Homestead Reimbursement	\$ 244,807.10	\$ 211,407.00	
BETE Reimbursement	\$ 49,845.84	\$ 44,082.00	
Property Taxes	\$ 16,937,110.20	\$ 17,623,560.00	
Total Revenues	\$ 19,886,422.85	\$ 20,704,638.00	
Tax Rate:	\$15.90/\$1,000	\$16.30/\$1,000	Est FY25 Rate

General Fund Revenues

FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE	PCT COLL
10 - General Government	19,601,051.63	18,415,933.76	18,415,933.76	1,185,117.87	93.95
3110 - Property Taxes	16,725,097.36	16,772,854.30	16,772,854.30	-47,756.94	100.29
July	0.00	361.07	0.00	0.00	----
August	0.00	-0.01	0.00	0.00	----
September	0.00	16,773,196.43	0.00	0.00	----
October	0.00	-245.34	0.00	0.00	----
November	0.00	-2.54	0.00	0.00	----
December	0.00	-455.31	0.00	0.00	----
3121 - Auto Excise Taxes	1,180,000.00	620,629.95	620,629.95	559,370.05	52.60
July	0.00	105,608.09	0.00	0.00	----
August	0.00	124,771.12	0.00	0.00	----
September	0.00	116,969.95	0.00	0.00	----
October	0.00	110,458.49	0.00	0.00	----
November	0.00	86,962.49	0.00	0.00	----
December	0.00	75,859.81	0.00	0.00	----
3122 - Boat Excise Taxes	30,500.00	4,665.40	4,665.40	25,834.60	15.30
July	0.00	3,457.00	0.00	0.00	----
August	0.00	955.00	0.00	0.00	----
September	0.00	128.40	0.00	0.00	----
October	0.00	6.00	0.00	0.00	----
December	0.00	119.00	0.00	0.00	----
3131 - Interest on Taxes	35,000.00	15,803.07	15,803.07	19,196.93	45.15
July	0.00	3,581.52	0.00	0.00	----
August	0.00	4,778.90	0.00	0.00	----
September	0.00	2,367.87	0.00	0.00	----
October	0.00	1,467.08	0.00	0.00	----
November	0.00	1,639.94	0.00	0.00	----
December	0.00	1,967.76	0.00	0.00	----
3132 - Lien Charges	7,800.00	7,283.06	7,283.06	516.94	93.37
July	0.00	1,227.35	0.00	0.00	----
August	0.00	2,023.01	0.00	0.00	----
September	0.00	1,290.86	0.00	0.00	----
October	0.00	1,555.59	0.00	0.00	----
November	0.00	502.49	0.00	0.00	----
December	0.00	683.76	0.00	0.00	----
3133 - Payment in lieu of taxes	5,000.00	5,000.00	5,000.00	0.00	100.00
November	0.00	5,000.00	0.00	0.00	----
3201 - State Revenue Sharing	464,260.00	262,503.92	262,503.92	201,756.08	56.54
July	0.00	55,332.50	0.00	0.00	----
August	0.00	36,309.72	0.00	0.00	----
September	0.00	39,382.68	0.00	0.00	----
October	0.00	54,763.65	0.00	0.00	----
November	0.00	40,692.55	0.00	0.00	----
December	0.00	36,022.82	0.00	0.00	----
3202 - Local Road Assistance	53,600.00	61,496.00	61,496.00	-7,896.00	114.73
December	0.00	61,496.00	0.00	0.00	----
3203 - Tree Growth Reim	8,769.00	9,384.92	9,384.92	-615.92	107.02
October	0.00	9,384.92	0.00	0.00	----
3204 - Veterans Exemption	3,290.00	0.00	0.00	3,290.00	0.00
3205 - Snowmobile reimbursement	2,350.00	0.00	0.00	2,350.00	0.00
3206 - General Assistance Reimburse	10,500.00	4,808.68	4,808.68	5,691.32	45.80
November	0.00	4,808.68	0.00	0.00	----
3207 - Homestead Exemption	246,132.95	175,258.00	175,258.00	70,874.95	71.20
August	0.00	175,258.00	0.00	0.00	----

General Fund Revenues
FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE	PCT COLL
10 - General Government CONT'D					
3208 - BETE/BETR Reimbursement	50,161.32	50,161.00	50,161.00	0.32	100.00
December	0.00	50,161.00	0.00	0.00	----
3210 - Grant Revenue	24,871.00	24,871.00	24,871.00	0.00	100.00
September	0.00	18,653.00	0.00	0.00	----
December	0.00	6,218.00	0.00	0.00	----
3310 - CEO/Planning Fees	140,000.00	125,575.02	125,575.02	14,424.98	89.70
July	0.00	22,311.70	0.00	0.00	----
August	0.00	37,892.60	0.00	0.00	----
September	0.00	16,264.73	0.00	0.00	----
October	0.00	14,849.94	0.00	0.00	----
November	0.00	15,086.35	0.00	0.00	----
December	0.00	19,169.70	0.00	0.00	----
3311 - Municipal Fees	25,000.00	13,094.42	13,094.42	11,905.58	52.38
July	0.00	2,513.00	0.00	0.00	----
August	0.00	2,702.41	0.00	0.00	----
September	0.00	2,227.63	0.00	0.00	----
October	0.00	2,093.00	0.00	0.00	----
November	0.00	1,805.13	0.00	0.00	----
December	0.00	1,753.25	0.00	0.00	----
3312 - Vital Statistic Fees	4,000.00	2,323.20	2,323.20	1,676.80	58.08
July	0.00	308.20	0.00	0.00	----
August	0.00	387.00	0.00	0.00	----
September	0.00	544.80	0.00	0.00	----
October	0.00	594.40	0.00	0.00	----
November	0.00	324.40	0.00	0.00	----
December	0.00	164.40	0.00	0.00	----
3313 - Cable Franchise Fees	40,400.00	0.00	0.00	40,400.00	0.00
3461 - Public Safety Income	15,000.00	16,305.50	16,305.50	-1,305.50	108.70
July	0.00	15,000.00	0.00	0.00	----
August	0.00	1,305.50	0.00	0.00	----
3462 - Rescue/Fire Collections	220,000.00	162,697.43	162,697.43	57,302.57	73.95
July	0.00	24,913.13	0.00	0.00	----
August	0.00	42,590.55	0.00	0.00	----
September	0.00	20,386.89	0.00	0.00	----
October	0.00	32,972.43	0.00	0.00	----
November	0.00	24,967.82	0.00	0.00	----
December	0.00	16,866.61	0.00	0.00	----
3463 - Animal Control Revenue	1,000.00	289.00	289.00	711.00	28.90
July	0.00	102.00	0.00	0.00	----
August	0.00	30.00	0.00	0.00	----
September	0.00	1.00	0.00	0.00	----
October	0.00	20.00	0.00	0.00	----
November	0.00	36.00	0.00	0.00	----
December	0.00	100.00	0.00	0.00	----
3470 - Public Works Revenue	74,000.00	0.00	0.00	74,000.00	0.00
September	0.00	65.00	0.00	0.00	----
December	0.00	-65.00	0.00	0.00	----
481 - Field Reservations	500.00	0.00	0.00	500.00	0.00
3491 - Solid Waste/Bag Tags	100.00	22.00	22.00	78.00	22.00
October	0.00	22.00	0.00	0.00	----
3501 - Investment Income	14,000.00	68,602.79	68,602.79	-54,602.79	490.02
July	0.00	10,941.46	0.00	0.00	----
August	0.00	8,069.53	0.00	0.00	----

General Fund Revenues
FUND: 10
JULY TO DECEMBER

ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE	PCT COLL
10 - General Government CONT'D					
September	0.00	4,038.90	0.00	0.00	----
October	0.00	7,181.33	0.00	0.00	----
November	0.00	19,984.58	0.00	0.00	----
December	0.00	18,386.99	0.00	0.00	----
3601 - Miscellaneous Income	7,000.00	7,630.33	7,630.33	-630.33	109.00
July	0.00	5.68	0.00	0.00	----
August	0.00	0.44	0.00	0.00	----
October	0.00	-64.46	0.00	0.00	----
November	0.00	5,807.83	0.00	0.00	----
December	0.00	1,880.84	0.00	0.00	----
4101 - Perpetual Care Income	4,000.00	0.00	0.00	4,000.00	0.00
4103 - Use of Fund Balance	175,000.00	0.00	0.00	175,000.00	0.00
4108 - Fire Permits	3,000.00	1,165.00	1,165.00	1,835.00	38.83
July	0.00	280.00	0.00	0.00	----
August	0.00	235.00	0.00	0.00	----
September	0.00	225.00	0.00	0.00	----
October	0.00	215.00	0.00	0.00	----
November	0.00	210.00	0.00	0.00	----
4306 - Library Printing Fees	0.00	72.13	72.13	-72.13	----
July	0.00	6.00	0.00	0.00	----
August	0.00	13.50	0.00	0.00	----
December	0.00	52.63	0.00	0.00	----
4310 - Library Oper. Acct Int	720.00	25.94	25.94	694.06	3.60
July	0.00	5.58	0.00	0.00	----
August	0.00	4.33	0.00	0.00	----
September	0.00	3.93	0.00	0.00	----
October	0.00	4.06	0.00	0.00	----
November	0.00	3.95	0.00	0.00	----
December	0.00	4.09	0.00	0.00	----
4315 - Library Operating Income	0.00	152.80	152.80	-152.80	----
December	0.00	152.80	0.00	0.00	----
4320 - Library MB Securities Int.	30,000.00	3,258.90	3,258.90	26,741.10	10.86
July	0.00	534.25	0.00	0.00	----
August	0.00	552.05	0.00	0.00	----
September	0.00	552.05	0.00	0.00	----
October	0.00	534.25	0.00	0.00	----
November	0.00	552.05	0.00	0.00	----
December	0.00	534.25	0.00	0.00	----
Final Totals	19,601,051.63	18,415,933.76	18,415,933.76	1,185,117.87	93.95

County Tax

DEPARTMENT	DESCRIPTION	ACCOUNT ID	2023 Actual	2024 Budgeted	2024 Actual as of 12/31/2023	FY 2025 (In Progress)	\$ Increase	% Increase
County Tax	Assessment	10-72-9100-3200	\$817,347	\$893,751	\$893,751	\$937,187	\$43,436	4.86%
County Tax	6 Mo. Assessment (yr 2 of 5)	10-72-9100-3201		\$80,574	\$80,574	\$80,574	\$0	0.00%
TOTAL			\$817,347	\$974,325	\$974,325	\$1,017,761	\$43,436	4.46%

JULY 1, 2024 - JUNE 30, 2025 PROPOSED BUDGET

ACCOUNT	CURRENT FY24 BUDGET	EXPENDITURES AS OF 1/31/2024	FY25 PROPOSED BUDGET	INCREASE / DECREASE	EXPLANATION
---------	------------------------	---------------------------------	-------------------------	------------------------	-------------

72 - County Tax					
9100 - County Tax	974,325	974,325	1,017,761	43,436	
3200 - Assessment	893,751	893,751	937,187	43,436	County projecting a 4.86% increase
3201 - 6-month Assessment	80,574	80,574	80,574	0	
Final Totals	974,325	974,325	1,017,761	43,436	

Maine
Cumberland **County**

Budget Year 2024-25
Managers Budget

Final
Budget to be
Adopted by
June 2024

December 8, 2023

Dear County Commissioners & Finance Committee,

In accordance with State Statute and County Charter, I present the County Manager's Proposed 2024/2025 General Fund, Jail and Cross Insurance Arena budgets. This budget is the County's second fiscal year budget, one year removed from the transition year. This budget document comprises of three separate budgets, all independently structured slightly different.

General Fund (2024/2025 Summary)

General Fund Tax Rate Impact:	2024/25	4.86%
Health Insurance Increase estimated:	2024/25	7% POS Plan C 10% PPO Plan 2500
Non-union Cost of Living Wages:	2024/25	3%
Capital GO Bond:	2024/25	\$0.00
Non-Debt Capital:	2024/25	\$376,600
New Positions in General Fund:	2024/25	1.5 <ul style="list-style-type: none">Recruiter (6 months ARPA)HR Admin (funded through surplus in 2023/2024)
New Services:	2024/25	1 <ul style="list-style-type: none">General Asst. Pd. By Contract \$

2024/2025 Budget Year

The 2024/2025 budget process started in late October with departments. Individual department budget reviews were conducted by Deputy Manager Alex Kimball, Finance Director Theresa Grover and myself in late November. The General Fund budget began at 5.24% increase prior to the budget meetings with departments. As a result of those meetings and further work on the budget, the General Fund budget increase is \$1,287,051.00 or 3.45%. The Jail Budget is up 4%, or \$614,226.00 and the Cross Insurance Arena Budget is down \$90,196.00 or -0.24%. Collectively, the three budgets represent a total increase of 4.86% or \$1,811,081.00 over the 2023/2024 budget.

The 2024/2025 budget theme is people. Coming out of the pandemic, a time when people left the workforce either through retirement or by their own accord to find something different in their lives. Across our region hiring quality employees has been extremely difficult. Maine currently has a 2.4% unemployment rate, with two jobs for every one job seeker readily available to them. Competition and strategy are the names of the game to attract employees to the organization. Over the last two years, staff has worked with the County Commissioners to change our processes and enhance the organization's employment packages either through union contract or the non-union personnel policy. With these changes, the organization assumed cost, cost of doing business and it is reflective in the 2024/2025 budget.

Just recently, the Treasury Department revised its rules that now prohibits staffing costs to be paid for past December of 2024. This is a new Rule handed down, one that impacts the County's strategy on incorporating salaries over four years into the budget (Dec 2026), mirroring the time period the County has the ability to spend ARPA funds. This impacts one full-time position, the County's recruiter, a position that has been contributing a significant contribution to the hiring effort. Two positions in Public Health are impacted, but past budgets have planned for the incorporation of Public Health in to the budget and budgeted funds can cover six months of each position. The remaining ARPA funded position, Compliance & Audit Manager, is allowed to be funded through 2026 as this position oversees the ARPA program.

Cumberland County has seen a tremendous amount of growth in its operations over the last few years. Receiving 57M in ARPA funding has allowed a tremendous amount of work to be done not only internal, but external regionwide. Many opportunities were opened up because of these funds. Priorities that had been shelved for years, were able to be made into reality. All of which is a benefit for the region.

The addition of ten employees in the Public Health Department, a new Department started in the fall of 2021 has been a big undertaking. Nine of the ten employees were hired in 2023. The majority of the Public Health staff are covered under a State of Maine DHHS grant that is just over 1M every year for ten years. This past fall, the County began to offer General Assistance Administration to seven towns on a contractual basis. There are more interested towns in the wings waiting for the County to add capacity. In addition to program development over the last year, the County Commissioners authorized staff to pursue the purchase of a 32,000 SF office building in Portland for the relocation of nine departments to the new site. The entire purchase price and internal fit-up of the building will be paid for through

Revenue Loss ARPA funding. It is anticipated that the office will be occupied towards the end of 2024, early 2025.

Needless to say, there have been a lot of moving parts within this budget.

To track these changes, I have attempted to outline them below:

Addition of an Admin in the Human Resources Office. Commissioner approved in August of 2023.

Deputy Manager of Finance & Administration – now Deputy Manager

Deputy Finance Director – now the Director of Finance

Facilities Maintenance Foreman – eliminated and converted to Maintenance Technician

Electrical Division Foreman – moved to Facilities Deputy Director (6-month trial)

Recruiter – funded for 6 months in the 2024-2025 budget due to ARPA restrictions after Dec 2024.

District Attorney Supervisor vacant position – converted to DA Staff Development & Trial Assistant (TA)

District Attorney Victim Witness Advocate/TA – converted to Victim Witness Advocate (dropped TA)

New Administration Building – Estimate Move in January 2025

This budget brings in the recognition of the County's recent building purchase. The building will qualify for ARPA expenses until such time that we move into the building. The Facilities Department's budget is carrying the costs of the new building, while also showing the reduction in costs associated with the rented space. The current costs associated with the Pearl Street lease:

2024/2025 Budget for Pearl Street building		
Yearly Lease	Estimated 6-month Savings	-\$96,000.00
Parking	Estimated 6-month Savings	-\$17,100.00
Utilities	Estimated 6-month Savings	-\$ 6,200.00

Annual Cost of New Building vs. Current Pearl Street Building

It is estimated to cost \$12,772 a month for running the new building, or \$153,264 a year (*utilities rate changes could swing this number slightly). The current costs of the Deeds/Regional Assessing building are \$231,500 in lease, utility and parking for 15 employees.

New Revenue from 40 spaces in County Parking Garage +\$79,200 (if all monthly)

- 40 additional parking spaces in County Garage for monthly and hourly parking

Additional Areas of Increases

In addition to the strategies around hiring and retaining that drive this budget, the County has seen increases in other cost centers throughout the departments. Software subscriptions, cyber-security, phone contracts, photocopiers, training opportunities and patrol vehicles, patrol vehicle fit-up and utilities (mainly natural gas).

Comparison Total Expenditures 2023/2024 to 2024/2025

	Adopted 2023/24	Proposed 2024/25	\$ Difference	% Change
County	\$25,770,118.00	\$27,244,848.00	\$1,474,730.00	5.72%
Jail	\$22,405,905.00	\$20,500,570.00	(\$1,905,335.00)	(8.50%)
Arena	\$3,298,703.00	\$3,208,507.00	(\$90,196.00)	(2.73%)
Overall	\$51,474,726.00	\$50,953,925.00	(\$520,801)	(1.01%)
Enterprise	\$14,034,400.00	\$15,992,484.00	\$1,958,084.00	13.95%
Grants	\$1,761,100.00	\$2,785,100.00	\$1,024,000.00	58.15%
Total Exp	\$67,270,226.00	\$69,731,509.00	\$2,461,283.00	3.66%

Total Needs from Taxes

	Adopted 2023/24	Proposed 2024/25	\$ Change	% Change
County	\$18,613,384.00	\$19,900,435.00	\$1,287,051.00	6.91%
Jail	\$15,355,672.00	\$15,969,898.00	\$614,226.00	4.00%
Arena	\$3,298,703.00	\$3,208,507.00	(\$90,196.00)	(2.73%)
Overall	\$37,267,759.00	\$39,078,840.00	\$1,811,081.00	4.86%

Revenues:

General Fund Revenues is one area we are constantly monitoring and will continue right up to the Commissioners final review and approval in March. The coming year's budget is not as optimistic has we have been in the past. Adjustments to the revenues have been done it prior years and this year's numbers are strong and make budget, but don't offer much room to increase.

The one area staff are proposing to increase revenues is the Parking Garage. This is two-fold. First, we feel that daily revenues can be increased slightly. Secondly, by upwards of 40 staff moving out of the courthouse/garage by next January, those spaces will be optioned to monthly and daily parking, increasing the revenue.

I have raised concern of the Civil Division revenue stream in past year's budgets. Past Civil Division revenues were not meeting expenditures, by a long shot. A recent legislative change to the fee schedule has paid off, allowing today's revenues received by the Civil Division to meet expenditures. This is good news.

Revenue Noteworthy Changes for 2024/25:

Parking Garage Monthly	+\$95,000.00
Communications Contracts	+\$80,487.00
Sheriff Office Misc Revenue	-\$15,000.00

The 2024/2025 budget will have \$200,000.00 of Tax Stabilization Reserve built into the General Fund budget. The Tax Stabilization Reserve is an account that was previously capitalized by the Commissioners and each year reduces its amount of funds going towards off-setting the tax rate impact.

Debt/Capital/Tax Anticipation Note

The 2024/2025 proposed no projects qualifying for a General Obligation Bond.

Non-debt capital for the 2024/25 budget year will be \$376,600.00. Many of the costs area associated with operational costs the County has historically funded annually in the non-debt capital budget. Computers, tasers, ballistic vests, radios and Jail CIP are many of the annual budgeted items. This year, staff is bringing forth the following non-debt CIP projects:

- | | | |
|------------------|--|-------------|
| Sheriff's Office | Purchase of 44mm guns | \$44,000.00 |
| | <ul style="list-style-type: none"> • More Availability of Ammo when shortages exist • Cheaper Ammo • Costs divided between General Fund Budget and Contract Towns | |

The budget recognizes increases to interest rates for short term financing (Tax Anticipation Notes); however, with the County's transition to a fiscal year, the County will no longer need to finance 14-15M annually. The coming budget proposing a TAN of 7M, decreasing the TAN Loan by \$70,000.00.

DESCRIPTION	Adopted 2023/24	Proposed 2024/25	Dollar Change	Percent Change
Bonded Debt Principal	\$705,305.00	\$814,638.00	\$109,333.00	15.50%
Bonded Debt Interest	\$153,387.00	\$174,697.00	\$21,310.00	13.89%
Capital Reserve	\$298,100.00	\$376,600.00	\$78,500.00	26.33%
TAN Loan	\$191,000.00	\$121,000.00	(\$70,000.00)	(36.65%)
Total	\$1,347,792.00	\$1,486,935.00	\$139,143.00	10.32%

Grants & Human Services

Each year the County tries to do their part in supporting non-profits throughout the county. A few years ago, the County Commissioners, at the recommendation of staff, moved towards greater accountability and data sharing by partnering with the Thrive2021 Goal allocation process (United Way). Even though we contribute to Thrive2027, some agencies fall outside the qualifications; hence, the County works with those independent organizations on some level of funding. Always a tough decision process.

Description	Adopted 2023/24	Proposed 2024/25	Dollar Change	Change
Public Service & Grants	\$263,000.00	\$268,000.00	\$5,000.00	1.90%
Total	\$263,000.00	\$268,000.00	\$5,000.00	1.90%

Organization	Awarded 2023/24	Proposed 2024/25
CC Extension Association	\$120,000.00	\$125,000.00
Thrive2027	\$100,000.00	\$100,000.00
CC Soil & Water	\$ 18,000.00	\$ 18,000.00
Portland Library	\$ 10,000.00	\$ 10,000.00
Tedford House	\$ 15,000.00	\$ 15,000.00
Total:	\$263,000.00	\$268,000.00

Jail Budget

The 2024/25 Jail budget has increased by the State Statute allowed 4%. This equates to \$614,226.00 of new money in support of the Jail. In the 2023/24 budget, a number of correction officer positions were "unfunded" in order to make budget. The 2024/25 budget continues to "unfund" these positions. The Jail budget is stressed in a variety of ways. The ability to retain staff has hampered the jail rebounding from the pandemic years, even though many new hired staff have been brought onboard. The Jail is averaging around 235 inmates. A contract with York County will be ending in January of 2024, requiring the Jail to open up a female Pod. Federal Inmates have not been housed at the jail for over a year, significantly reducing revenues that help with funding the Jail operation. The County has been working with a consultant to negotiate an increase to the Marshals daily inmate rate from \$130.00 to \$160.00. As of writing this memo, negotiations are still underway. In December of 2023, the Sheriff will be pursuing getting the federal inmates back at the Jail after a long absence. This will not only help the current budget, but the 2024/25 budget as well. It is staff's hopes that we can come to an agreement on a new contract with the Marshals Service so that we may bring back the level of federal inmates as the jail once had.

It should be noted that the Jail Needs from Taxes has been increased to the 4% allowed by law. There is still a lot of work that needs to be done to the Jail budget for it to be ready for final approval. Staff

need to have a better understanding of potential revenues coming from the Marshal Service, fine-tuning of the utilities and continuing to refine the 3% across the board budget increases submitted by the Sheriff.

Description	Adopted 2023/24	Proposed 2024/25	Dollar Change	Percent Change
State Funding	\$3,742,000.00	\$3,398,672.00	(\$343,328.00)	(9.17%)
Federal Boarder	\$2,575,000.00	\$1,130,000.00	(\$1,445,000.00)	(56.11%)
County Boarder	\$0.00	\$0.00	\$0.00	0.00%
Other Revenues	\$35,000.00	\$2,000.00	(\$33,000.00)	(94.28%)
Jail Total Revenues	\$7,050,233.00	\$4,530,672.00	(\$1,821,328.00)	(24.90%)
Use of Fund Balance	\$698,233.00	\$0.00	(\$698,233.00)	(100%)
Jail Expenses	\$22,405,905.00	\$20,500,570.00	(\$1,905,335.00)	(8.50%)
Jail Needs from Taxes	\$15,355,672.00	\$15,969,898.00	\$614,226.00	4.00%

Cross Insurance Arena 2024/2025

The Cross Insurance Arena Board of Trustees typically work through the General Manager's budget during late winter of each year. The Cross Insurance Arena budget is a unique budget, as it does not follow the typical government budgeting process. The Arena's budget is based on projected number of events (ticket sales), suite seating, concessions and sponsorships at the Arena. Shortfalls at the Arena are passed onto the tax rate. The budget requires a significant amount of forecasting and developing the budget in December can be problematic due to timing. The Arena's impact on the General Fund comes through the prior year's General Obligation bonds and Operational funds covering contractual commitments. This year the operations budget will be decreased by \$90,000.00 as the Arena has begun to bounce back from the pandemic.

Description	Adopted 2023/24	Proposed 2024/25	Dollar Change	Percent Change
Bond Principle and Interest	\$2,129,628.00	\$2,128,462.00	(\$1,166.00)	(0.05%)
Revolving Line of Credit	\$439,076.00	\$432,045.00	(\$7,031.00)	(1.60%)
Operational	\$730,000.00	\$648,000.00	(\$82,000.00)	(11.23%)
Cross Insurance Total	\$3,298,704.00	\$3,208,507.00	(\$90,197.00)	(2.73%)

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Conclusion

I would like to thank the Departments for their work on development of their individual department budgets. Staff focused on continuing to make the County a viable organization, through understanding new developments in their field of work and paying close attention to the Southern Maine market. In all, I feel confident that the 2024/2025 budget is a responsible one and has been developed to bring the County through the next fiscal year.

I hope the Commissioners and the Finance Committee see this budget document as responsible budgets, recognizing the current environment we are in. Alex, Theresa and myself look forward to working through the budget with you all.



James H. Gailey
County Manager

Raymond
2:42 PM

General Fund Budget Report (July - Dec. 2023)

FUND: 10
JULY TO DECEMBER

01/2024
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ACCOUNT	BUDGET ORIGINAL	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
72 - County Tax CONT'D						
72 - County Tax	974,325.00	974,325.00	974,325.00	974,325.00	0.00	100.00
9100 - County Tax	974,325.00	974,325.00	974,325.00	974,325.00	0.00	100.00
3200 - Assessment	893,751.00	893,751.00	893,751.00	893,751.00	0.00	100.00
October	0.00	0.00	893,751.00	0.00	0.00	----
3201 - 6-month Assessment	80,574.00	80,574.00	80,574.00	80,574.00	0.00	100.00
October	0.00	0.00	80,574.00	0.00	0.00	----