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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
10	GENERAL GOVERNMENT					
11100	TOWN COUNCIL					
11100	41110 - REGULAR FULL-TIME		1.00	13,230.00		13,230.00 *
	Council compensation estimated for 7 members of the Council at \$35 per meeting for 54 meetings. Council compensation governed by the Elected Officials Compensation Ordinance (Chapter 2 of the Code of Ordinances).					
11100	44200 - LEGAL SERVICES		1.00	100,000.00		100,000.00 *
	Legal services from the town attorney.					
11100	44300 - AUDIT SERVICES		1.00	19,000.00		19,000.00 *
	Audit services. Third year of three year RKO engagement as proposed.					
11100	46410 - TRAVEL EXPENSES		1.00	2,000.00		2,000.00 *
	Travel and accommodations for events such as the MMA Convention, Congressional delegation meetings, and other local training, events, and meetings.					
11100	46910 - TRAINING/CONFERENCES		1.00	1,000.00		1,000.00 *
	Registration and attendance at conferences, training seminars, meetings, and other events.					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11100	46920 - MEMBERSHIPS		1.00	27,202.00		57,563.00 *
	GPCOG dues at \$1.60 per capita based on 2010 US Census. Dues increase approved by the General Assembly to allow member dues to leverage other funding and allow for more non-grant programmed member services. This is the first of two increases, with the rate set to increase to \$2 per capita for FY 2020.		1.00	17,250.00		17,250.00
	Maine Municipal Association dues.		1.00	9,656.00		9,656.00
	RTP Lakes Region Explorer.		1.00	2,088.00		2,088.00
	Maine Service Centers Coalition dues.		1.00	300.00		300.00
	Maine Development Foundation dues.		1.00	335.00		335.00
	American Society of Composers, Authors & Publishers fee. For use of licensed music.		1.00	335.00		335.00
	Broadcast Music, Inc. For use of licensed music.		1.00	397.00		397.00
	SESAC Music License. For use of licensed music.					
	TOTAL TOWN COUNCIL					192,793.00
11200	TOWN MANAGEMENT					
11200	41110 - REGULAR FULL-TIME		1.00	479,194.00		496,743.00 *
	Annual salaries and wages for six positions as authorized FTEs and the strategic plan approved position of Compliance/Safety Coordinator to begin second quarter.		1.00	17,547.00		-17,547.00
	Adjustment to reflect starting date of 1/1/2019 for compliance/safety officer..		1.00	35,096.00		35,096.00

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		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
Amendment C01: Added one (1) FTE compliance/safety officer for the whole fiscal year. Note: 1/2 FTE was already included in the manager's proposed budget, but this was not noted at the time the budget was adopted.						
11200	41120 - REGULAR PART-TIME		1.00	.00		.00 .00
11200	41210 - OVERTIME-REGULAR		1.00	.00		.00 .00
11200	43100 - GENERAL SUPPLIES & MATERIALS		1.00	8,000.00		8,000.00 * 8,000.00
	Operating supplies, paper goods, etc.					
11200	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	4,000.00		4,000.00 * 4,000.00
	Statute subscription service, other professional books and publications.					
11200	43710 - POSTAGE		1.00	6,000.00		6,000.00 * 6,000.00
	Portion of postage costs assigned to manager and finance office; postage meter rental, service and supplies,.					
11200	44400 - PROFESSIONAL SERVICES		1.00	30,000.00		30,000.00 * 30,000.00
	Professional services for projects and issues that arise during the year (appraisals, engineering, continued leadership development program, etc.).					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11200 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	75.00		75.00 *
Miscellaneous equipment maintenance for office machines other than that covered by maintenance agreements.					
11200 46210 - TELEPHONE & DATA - LANDLINE		1.00	8,000.00		8,000.00 *
Telephone and cellular charges.					
11200 46310 - ADVERTISING		1.00	6,000.00		6,000.00 *
Advertising for special events, programs, some shared personnel/help wanted advertising, advertising requests for proposals, etc.					
11200 46410 - TRAVEL EXPENSES		1.00	7,500.00		7,500.00 *
Includes in-office training programs, manager's attendance at International City Management Association (ICMA) annual convention, attendance of others at NESGFOA, MMA, and other conferences and training programs.					
11200 46510 - PRINTING		1.00	500.00		500.00 *
Print services.					
11200 46520 - COPY SERVICES		1.00	3,000.00		3,000.00 *
Annual maintenance contract on photocopier.					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11200 46910 - TRAINING/CONFERENCES		1.00	3,000.00		3,000.00 *
Expenses for business and attendance at training programs, association conferences.					
11200 46920 - MEMBERSHIPS		1.00	2,500.00		2,500.00 *
Memberships including International City/County Management Association (ICMA), Maine Town, City, & County Management Association (MTCMA), Government Finance Officers Association (GFOA), Maine Government Finance Officers Association (MGFOA), Society for Human Resource Management (SHRM), and others.					
11200 47430 - OTHER EQUIPMENT & MACHINERY		1.00	1,500.00		1,500.00 *
Cell phone replacement.					
TOTAL TOWN MANAGEMENT					576,818.00
11300 COLLECTION & REGISTRATION					
11300 41110 - REGULAR FULL-TIME		1.00	198,213.00		198,213.00 *
Annual salaries and wages for four positions as authorized FTEs.					
11300 41120 - REGULAR PART-TIME		1.00	23,708.00		23,708.00 *
Annual salaries and wages for one part-time 24-hour/week authorized position.					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11300 41210 - OVERTIME-REGULAR		1.00	1,500.00		1,500.00 *
<p>There are times when the staff has to stay past their normal working hours.</p>					
11300 43100 - GENERAL SUPPLIES & MATERIALS		1.00	4,500.00		4,500.00 *
<p>Operating supplies such as paper good, printer and calculator ribbon, pen s for counter and large envelopes for mailing reports to the Bureau of Motor Vehicles and Inland Fisheries and Wildlife Copier and fax expenses are shared with the Town Clerks office.</p>					
11300 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	800.00		1,600.00 *
<p>M. S. R. P. reference books for Large Truck, Motorcycles, Camper Trailers and Motor Homes to properly calculate excise tax . The U.S. Department of State also requires regular updates for the ID Guide for passports. We are required to have this book because anyone from any of the 50 states can come here to apply for a passport. We have to know if there ID is valid.</p>					
11300 43710 - POSTAGE		1.00	20,000.00		20,000.00 *
<p>Postage for the mailing of tax bills, overdue and sewer fee notice, motor vehicle weekly report, Inland Fisheries monthly reports, general office correspondence and certified tax lien notices to homeowners and mortgage holders.. Postage fees went up three times this past year alone.</p>					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11300 44400 - PROFESSIONAL SERVICES		1.00	25,000.00		25,000.00 *
Filing fee for Real Estate liens and for discharges. Tax bill preparation fees. Documents to be shredded are paid out of this account					
11300 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	500.00		500.00 *
Maintenance and repairs for eight printers and fourteen computers.					
11300 46210 - TELEPHONE & DATA - LANDLINE		1.00	300.00		300.00 *
Cost of two telephone line and a fax line.					
11300 46310 - ADVERTISING		1.00	300.00		300.00 *
Advertising for Spring due date in lieu of mailing out a second bill.					
11300 46410 - TRAVEL EXPENSES		1.00	1,000.00		1,000.00 *
Training fore employees to attend seminars and workshops throughout the year. We are required to be trained yearly by the Bureau of Motor Vehicles and by the U. S Dept of State./ This also allows the Assistant Tax Collector to attend tax conferences.					
11300 46910 - TRAINING/CONFERENCES		1.00	250.00		250.00 *
This covers any class fees or memberships to the Tax collectors Association					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11300 47430 - OTHER EQUIPMENT & MACHINERY		1.00	2,000.00		2,000.00 *
Replacement of office equipment no included in the capital equipment replacement plan in case of mechanical failure.					
					278,871.00
11400 TOTAL COLLECTION & REGISTRATION INFORMATION SERVICES					
11400 41110 - REGULAR FULL-TIME		1.00	120,556.00		120,556.00 *
Annual salaries and wages for two positions as authorized FTEs.					
11400 41120 - REGULAR PART-TIME		1.00	3,840.00		3,840.00 *
Summer internship for IT.					
11400 41210 - OVERTIME-REGULAR		1.00	1,500.00		1,500.00 *
Overtime costs associated with Nights/Weekends work and staffing of an EOC. Line set at \$1,500 per Brian W.					
11400 43100 - GENERAL SUPPLIES & MATERIALS		1.00	500.00		500.00 *
Paper, forms, tapes, and other supplies.					
11400 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	200.00		200.00 *
Technical books, technical support subscriptions					
11400 44400 - PROFESSIONAL SERVICES		1.00	2,000.00		3,000.00 *
Contracting work with Robert Half for implementation of new email server, licensing for which was purchased FY17. This is based on a verbal estimate received on conference call with Robert Half.					

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ACCOUNTS FOR:
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	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
Misc. consulting, planning and support fees		1.00	1,000.00		1,000.00
11400 45330 - EQUIPMENT MAINTENANCE SERVICES					139,551.00 *
Annual support and licensing fee for Munis software.	252561	1.00	86,968.00		86,968.00
Annual service and toner contract	51	1.00	7,500.00		7,500.00
Licensing for Meraki switches and firewalls		1.00	10,500.00		10,500.00
Licensing and update subscription for Barracuda Backup and Spam Virus/Firewall		1.00	7,700.00		7,700.00
Yearly subscription for Archive Social	91	1.00	2,388.00		2,388.00
Licensing fee for Open Fox (Police crime database)	280	1.00	350.00		350.00
Renewals for security certificates and domain names.		1.00	300.00		300.00
Antivirus costs. A new AV will be chosen to replace Kaspersky.		1.00	3,000.00		3,000.00
Renewal of Cradlepoint subscription which provides cloud management of police vehicle access points.		1.00	700.00		700.00
Two Administration subscription licenses for PDQ Deploy - A program which allows remote deployment and updating of programs on all computers. This would be an annual expense.		2.00	500.00		1,000.00
An annual subscription license for Teamviewer which would allow us to remotely assist any user from any location provided they have an internet connection.		2.00	500.00		1,000.00
Office 365 licensing costs. This represents a fundamental		65.00	99.00		6,435.00

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	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
shift of policy from purchasing Office Licensing as a capital expense to subscribing to Office as an operating expense. This was foreshadowed in past narratives and has become a reality.					
This is in lieu of an estimated \$24,050 (65 licenses of Office Professional 2016) capital purchase to acquire stand alone licenses.					
The first year \$6,750 cost represents moving approximately 65 users (TH/GA/PW) to Office 365 from Office 2010. Office 365 is also now licensed on a per-user level and not per-device.					
One important thing to note is that Office 365 includes licensing for 5 PCs per user as well as 5 Mobile devices per user, whereas a capital purchase of office would only include one PC per license.					
		1.00	8,500.00		8,500.00
General equipment replacement		1.00	3,210.00		3,210.00
Annual SaaS (Software as a Service) fee to Tyler Technologies for Citizens Self Service module allowing online account management and payments for a range of payment types.					
11400 46210 - TELEPHONE & DATA - LANDLINE					20,196.00 *
Fairpoint Data line and Internet at PS.		12.00	1,473.00		17,676.00
Town Hall and PS static IP addresses. Note: Internet service (Primary at TH and failover at PS) is now provided as "Gratis" under franchise agreement.		12.00	40.00		480.00
Telephone/Data service for two		12.00	130.00		1,560.00

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
	cell phones and one iPad		12.00	40.00		480.00
	Proposed addition of data service either for Eric's iPad or a wireless hotspot for us both to use if in the field.					
11400	46410 - TRAVEL EXPENSES		1.00	300.00		300.00 *
	Mileage					300.00
11400	46910 - TRAINING/CONFERENCES		2.00	80.00		160.00 *
	Registration costs for MMA conference.					
11400	46920 - MEMBERSHIPS		1.00	200.00		200.00 *
	Membership fees for IT related societies and organizations.					
	TOTAL INFORMATION SERVICES					290,003.00
11500	BOARDS & COMMISSIONS					
11500	41110 - REGULAR FULL-TIME		1.00	13,440.00		13,440.00 *
	Stipend payments to Planning Board and Zoning Board members.					
11500	41120 - REGULAR PART-TIME					.00
11500	43100 - GENERAL SUPPLIES & MATERIALS		1.00	1,500.00		1,500.00 *
	General committee expenses, flowers, refreshments for public meetings, etc.					
11500	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	500.00		500.00 *
	Materials for various boards and committees.					

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11500	46410 - TRAVEL EXPENSES		1.00	500.00		500.00 *
	Reimbursement to committee members for mileage, tolls and meals.					500.00
11500	46910 - TRAINING/CONFERENCES		1.00	200.00		200.00 *
	Funding for committee members to attend conferences and seminars related to their committee work.					200.00
11500	46920 - MEMBERSHIPS					.00
11500	46930 - CONTRIBUTIONS TO AGENCIES		1.00	1,500.00		117,117.00 *
	Memorial Day parade.		1.00	18,000.00		1,500.00
	Holiday lights and banners.		1.00	5,526.00		18,000.00
	Windham Drifters Snowmobile Club. Based on FY 2017 actual.		1.00	5,000.00		5,526.00
	Volunteer recognition event.		1.00	1,500.00		5,000.00
	Memorial Day flags and markers.		1.00	34,991.00		1,500.00
	Watershed protection grants. In FY 2018, the finance committee recommended basing this amount on the previous year's boat excise tax revenue, which was \$34,991 for FY 2017.		1.00	600.00		34,991.00
	Windham senior meals program, housed at Unity Gardens.		1.00	10,000.00		600.00
	Windham Historical Society.		1.00	40,000.00		10,000.00
	Amendment C04: Additional holiday lights.		1.00			40,000.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
TOTAL BOARDS & COMMISSIONS					133,257.00
11600 COMMUNICATION & E-GOV					
11600 41120 - REGULAR PART-TIME					11,700.00 *
		1.00	11,700.00		11,700.00
Compensation for three as-needed Cable TV Station Assistants.					
11600 43100 - GENERAL SUPPLIES & MATERIALS					300.00 *
		1.00	300.00		300.00
General station supplies.					
11600 44400 - PROFESSIONAL SERVICES					39,815.00 *
		1.00	39,815.00		39,815.00
Granicus streaming/archiving and Legistar legislative management system.					
11600 45330 - EQUIPMENT MAINTENANCE SERVICES					6,000.00 *
		1.00	6,000.00		6,000.00
Maintenance/replacement of station equipment, replacement of Granicus encoder with HD.					
11600 46210 - TELEPHONE & DATA - LANDLINE					600.00 *
		1.00	600.00		600.00
Studio telephone line, data services.					
11600 46310 - ADVERTISING					.00
11600 46410 - TRAVEL EXPENSES					.00
11600 46910 - TRAINING/CONFERENCES					.00
11600 46920 - MEMBERSHIPS					.00
11600 47430 - OTHER EQUIPMENT & MACHINERY					3,000.00 *
		1.00	3,000.00		3,000.00
Chambers monitor replacements, microphone upgrades.					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
TOTAL COMMUNICATION & E-GOV						61,415.00
11700	TOWN CLERK					
11700	41110 - REGULAR FULL-TIME		1.00	118,432.00		118,432.00 *
	Annual salaries and wages for two positions as authorized FTEs.					118,432.00
11700	41120 - REGULAR PART-TIME		1.00	57,535.00		57,535.00 *
	Annual salaries and wages for two part-time positions and election workers.					57,535.00
11700	41210 - OVERTIME-REGULAR		1.00	2,000.00		2,000.00 *
	Overtime compensation typically to cover election time events.					2,000.00
11700	43100 - GENERAL SUPPLIES & MATERIALS		1.00	3,000.00		3,000.00 *
	This account is for all typical office supplies and materials.					3,000.00
11700	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	2,500.00		2,500.00 *
	Restoration and binding of old birth, death, marriage books, and other town records. The goal is to restore one or two books a year. This line also pays for binding the yearly book of Town Council Minutes, and office manuals.					2,500.00
11700	43710 - POSTAGE		1.00	2,100.00		2,100.00 *
	Mailing absentee ballots, dog notices, birth & marriage letters, and voter registration notices. I increased this by \$1,000 due to voting and dogs.					2,100.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11700 44400 - PROFESSIONAL SERVICES		1.00	6,270.00		6,270.00 *
Programming 5 memory sticks for elections, leasing 2 extra voting machines, memory sticks, ballot bins yearly, and programming for the 2 Express Voting machines for every election.					
11700 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	900.00		900.00 *
Maintenance and support on typewriters and voting machines.					
11700 46210 - TELEPHONE & DATA - LANDLINE		1.00	1,300.00		1,300.00 *
Telephone service in the office.					
11700 46310 - ADVERTISING		1.00	3,800.00		3,800.00 *
Legal ads in the Portland Press Herald & non-legal ads/notices in the local Windham papers. Increased by \$500 due to increased advertising costs.					
11700 46410 - TRAVEL EXPENSES		1.00	2,500.00		2,500.00 *
Food for election workers, absentee voting mileage & meetings the Clerk & Deputies attend. Increased by \$300 to account for the extra election workers in November & school has increased their meal per person costs.					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11700 46510 - PRINTING		1.00	5,000.00		5,000.00 *
<p>Printing ballots, voter registration cards, dog notice cards, business cards, etc. Increased by \$1,000 to account for a larger amount of ballots that will be needed in November.</p>					
11700 46910 - TRAINING/CONFERENCES		1.00	750.00		750.00 *
<p>Annual attendance for the Clerk & Deputies attending the Elections Conf. for Title 21-A, Title 30-A, Clerk's Networking Day, classes on vital records, business licensing, & auto registration classes.</p>					
11700 46920 - MEMBERSHIPS		1.00	260.00		260.00 *
<p>Memberships to CCMCA, MTCCA & NEACTC for the Clerk & 2 Deputy Clerks. Increased by \$85 to cover new Deputy's dues.</p>					
11700 47430 - OTHER EQUIPMENT & MACHINERY		17.00	844.00		14,734.00 *
<p>To purchase 17 Franklin PakFlatt Four Station voting booths. My old booths are falling apart, they are not making them anymore and we cannot buy parts to fix them.</p>					
		1.00	386.00		386.00
<p>Shipping for the 17 voting booths.</p>					
TOTAL TOWN CLERK					221,081.00
11800 INSURANCE					
11800 42610 - SAFETY PROGRAMS		1.00	7,500.00		7,500.00 *
<p>Funding for safety committee and training materials. The Town has a responsibility to provide a safe and healthy workplace</p>					

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		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
		for its employees. This fund will provide for compliance in ergonomics, chemical safety, training and training materials, personal protective equipment, etc. This also allows for participation in the MMA grant program by funding the Town's contribution.				
11800	46110 - PROPERTY INSURANCE		1.00	25,000.00		25,000.00 *
						25,000.00
	Property coverage: Building, contents, and equipment breakdowns; electronic data processing (EDP); boilers; crime including faithful performance; and mobile equipment/contractors equipment.					
11800	46130 - PROFESSIONAL LIABILITY		1.00	50,000.00		50,000.00 *
						50,000.00
	Professional and general liability: fire/rescue; public officials; law enforcement; ambulance/medical malpractice; road treatment; umbrella policy; and bonds.					
11800	46140 - VEHICLE INSURANCE		1.00	60,000.00		60,000.00 *
						60,000.00
	Auto physical damage and liability for municipal vehicles, owned and leased, and garage keepers coverage.					
	TOTAL INSURANCE					142,500.00
11900	EMPLOYEE BENEFITS					
11900	42110 - HEALTH INSURANCE		1.00	1,200,000.00		1,160,152.00 *
						1,200,000.00
	All employees are insured under the PPO-500 plan with Maine Municipal Employees Health Trust (MMEHT). This plan combines deductibles and coinsurance with a health					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
reimbursement account (HRA) funded by the Town to manage overall costs. The budget provides for a 8% premium increase in calendar 2019, which will affect the last six months of the budget year.					
Health & dental insurance				\$ 1,034,078	
Health insurance buyout				\$ 107,040	
HRA funding				\$ 50,250	
Third-party administrator				\$ 7,675	
				\$ 1,199,043	
Total of all adjustments in health insurance based on staggering start dates for strategic plan positions.		1.00	47,115.00		-47,115.00
Total of all adjustments in dental coverage based on staggering start dates for strategic plan positions.		1.00	2,123.00		-2,123.00
Amendment S02: Adjustment for two (2) truck drivers' positions starting 10/1/2018.		1.00	8,118.00		8,118.00
Amendment S03: Adjustment for code enforcement administrative assistant starting 10/1/2018.		1.00	5,249.00		5,249.00
Amendment C01: Added one (1) FTE compliance/safety officer for the whole fiscal year. Note: 1/2 FTE was already included in the manager's proposed budget, but this was not noted at the time the budget was adopted.		1.00	8,077.00		8,077.00
Amendment C02: Eliminate the operations manager's position.		1.00	12,054.00		-12,054.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11900 42130 - SHORT-TERM DISABILITY		1.00	6,000.00		6,000.00 *
Town share of short term disability insurance required in the police contract. The Town pays the premium necessary for the employee to receive a benefit of \$1,000 per month.					
11900 42140 - LONG-TERM DISABILITY		1.00	6,500.00		6,500.00 *
Town cost of long term disability insurance plan required in the police contract.					
11900 42150 - GROUP TERM LIFE > \$50,000					.00
11900 42210 - SOCIAL SECURITY CONTRIBUTIONS		1.00	560,305.00		550,460.00 *
The Town pays FICA (6.2%) and Medicare (1.45%) payroll taxes on wages and the employer's matching contribution to employees' retirement accounts. Actual funding is usually less than the budget due to vacancies which occur throughout the year. FICA and Medicare expense for Recreation Programs, a self-funded program, is included in that budget (org 22120).					
Total of all adjustments in Social Security contributions based on staggering start dates for strategic plan positions.					
Amendment S02: Adjustment for two (2) truck drivers' positions starting 10/1/2018.					
Amendment S03: Adjustment for code enforcement administrative assistant starting 10/1/2018.					
Amendment C01: Added one (1) FTE compliance/safety officer for the whole fiscal year. Note: 1/2 FTE was already					
		1.00	11,970.00		-11,970.00
		1.00	2,761.00		2,761.00
		1.00	802.00		802.00
		1.00	2,685.00		2,685.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
included in the manager's proposed budget, but this was not noted at the time the budget was adopted.		1.00	4,123.00		-4,123.00
Amendment C02: Eliminate the operations manager's position.					
11900 42310 - DEFERRED COMPENSATION		1.00	160,000.00		156,754.00 *
Town matching contributions of up to 6% of regular pay for participants in the ICMA Retirement Corporation or MaineSTART deferred compensation plans.		1.00	4,912.00		-4,912.00
Total of all adjustments in deferred compensation contributions based on staggering start dates for strategic plan positions.		1.00	2,165.00		2,165.00
Amendment S02: Adjustment for two (2) truck drivers' positions starting 10/1/2018.		1.00	629.00		629.00
Amendment S03: Adjustment for code enforcement administrative assistant starting 10/1/2018.		1.00	2,106.00		2,106.00
Amendment C01: Added one (1) FTE compliance/safety officer for the whole fiscal year. Note: 1/2 FTE was already included in the manager's proposed budget, but this was not noted at the time the budget was adopted.		1.00	3,234.00		-3,234.00
Amendment C02: Eliminate the operations manager's position.					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
11900 42320 - MAINE PERS		1.00	295,000.00		288,156.00 *
Maine Public Employees Retirement System employer contributions for members of the police and professional firefighters unions as required by contract, 12.2% of gross pay both groups.					
		1.00	6,844.00		-6,844.00
Total of all adjustments in MainePERS contributions based on staggering start dates for strategic plan positions.					
11900 42410 - WORKERS COMPENSATION		1.00	220,000.00		213,765.00 *
Worker's compensation expense insurance premiums. Premiums for Recreation programs are carried in account #22120-42220. Claims experience continues to improve due to risk management and loss control efforts; the premium is driven not only by claims experience, but by audited payroll records. The preliminary budget has incorporated an 8% premium increase.					
		1.00	8,944.00		-8,944.00
Total of all adjustments in workers' compensation insurance based on staggering start dates for strategic plan positions.					
		1.00	2,450.00		2,450.00
Amendment S02: Adjustment for two (2) truck drivers' positions starting 10/1/2018.					
		1.00	41.00		41.00
Amendment S03: Adjustment for code enforcement administrative assistant starting 10/1/2018.					
		1.00	1,425.00		1,425.00
Amendment C01: Added one (1) FTE compliance/safety officer for the whole fiscal year. Note: 1/2 FTE was already included in the manager's proposed budget, but this was not noted at the time the					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
budget was adopted.			1.00	1,207.00		-1,207.00
Amendment C02: Eliminate the operations manager's position.						
11900	42510 - UNEMPLOYMENT COMPENSATION		1.00	10,000.00		10,000.00 *
Unemployment benefits as assessed by the State of Maine. The town is a "direct pay" employer and does not carry unemployment compensation insurance. Increase reflects growth in overall employment and actual claims.						10,000.00
11900	42710 - TUITION REIMBURSEMENT		1.00	5,000.00		5,000.00 *
The town provides tuition reimbursement assistance to employees for approved courses.						5,000.00
11900	42720 - CLASSIFICATION PLAN		1.00	10,000.00		10,000.00 *
To fund mid-year position reclassifications based on market surveys to keep compensation rates in the 95-110% of survey average range the town has used for the last 15-20 years.						10,000.00
TOTAL EMPLOYEE BENEFITS						2,406,787.00
TOTAL GENERAL GOVERNMENT						4,303,525.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
20	PUBLIC WORKS					
12100	PUBLIC WORKS ADMINISTRATION					
12100	41110 - REGULAR FULL-TIME		1.00	244,420.00		190,516.00 *
	Annual salaries and wages for four positions as authorized FTEs. Note: The Town of Gorham reimburses us for half of the Stormwater Compliance Officer's wages and benefits.					244,420.00
	Amendment C02: Eliminate the operations manager's position.		1.00	53,904.00		-53,904.00
12100	41120 - REGULAR PART-TIME					.00
12100	41210 - OVERTIME-REGULAR					.00
12100	43100 - GENERAL SUPPLIES & MATERIALS		1.00	3,000.00		3,000.00 *
	Fax machine, office, and misc. supplies					3,000.00
12100	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	250.00		250.00 *
	Books, maps, and publications as needed					250.00
12100	43710 - POSTAGE		1.00	400.00		400.00 *
	Postage					400.00
12100	44400 - PROFESSIONAL SERVICES		1.00	26,885.00		26,885.00 *
	Professional services, includes interlocal stormwater group dues, CCSW for NPDES stormwater compliance, DOT required annual and pre-employment drug and alcohol testing, pre-employment physical exams, CDL license reimbursements, yearly hearing test, DigSafe and other misc. professional services.					26,885.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
		We are entering a new 5-year permit for stormwater, which has not been 100% defined yet.				
12100	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	2,500.00		2,500.00 *
		Maintenance of 2-way radios, photocopier, and radio replacement as most mobile units are out of production, making parts hard to find.				
12100	45400 - RENTALS					.00
12100	46210 - TELEPHONE & DATA - LANDLINE		1.00	6,000.00		6,000.00 *
		Telephone and data lines, cell phones, ipad cellular connection for field stormwater work. Increase for Operations Manager cell phone				
12100	46310 - ADVERTISING		1.00	1,000.00		1,000.00 *
		Ads for position vacancies, public awareness efforts, bids, and RFPs.				
12100	46410 - TRAVEL EXPENSES		1.00	3,000.00		3,000.00 *
		Expenses related to training, conferences, or attendance at meetings or other functions. Director, stormwater compliance officer, Operations Manager, part of Town Engineer				
12100	46910 - TRAINING/CONFERENCES		1.00	3,000.00		3,000.00 *
		Conferences and training, including Maine Local Road programs, APWA Annual Conference, and other regional conferences for Director, Stormwater Compliance Officer, and Operations Manager, and				

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
Town Engineer						
12100	46920 - MEMBERSHIPS		1.00	500.00		500.00 *
	Membership dues for APWA, Maine Better Roads, and Citizens Card					500.00
12100	47430 - OTHER EQUIPMENT & MACHINERY		1.00	6,000.00		6,000.00 *
	Stormwater Compliance equipment and needs. Decrease by \$3,000 from FY 18					6,000.00
TOTAL PUBLIC WORKS ADMINISTRATION						243,051.00
12200	HIGHWAY MAINTENANCE					
12200	41110 - REGULAR FULL-TIME		1.00	551,615.00		533,844.00 *
	Annual salaries and wages for eleven positions as authorized FTEs and the two strategic plan approved truck drivers.					551,615.00
	Note that the bargaining unit agreement is currently being negotiated and this amount does not currently include a cost of living increase.		1.00	53,853.00		-53,853.00
	Adjustment reflects 4/1/2019 start date for two (2) new truck driver positions included in the strategic plan.		1.00	36,082.00		36,082.00
	Amendment S02: restores starting date to 10/1/2018 for two (2) new truck drivers' positions.					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12200	41120 - REGULAR PART-TIME					.00
12200	41210 - OVERTIME-REGULAR		1.00	66,000.00		66,000.00 *
	This line item was increased by 200 hours, which is a closer estimate of actual usage.					
12200	43320 - ROAD MAINTENANCE MATERIALS		1.00	65,000.00		65,000.00 *
	Materials for road repair, cold patch for pot holes, rip rap for stabilization, stone, gravel, loam, catch basins, culverts, hot mix for asphalt for hand paving, erosion control, etc					
12200	43720 - CLOTHING		1.00	9,310.00		9,310.00 *
	Uniforms, safety boots, and personal protective equipment, such as hard hats, vests, gloves, eye protection, hearing protection, respiratory protection, and rain gear					
12200	46910 - TRAINING/CONFERENCES		1.00	500.00		500.00 *
	Trainings for Highway crew employees, Maine Local Roads					
12200	46990 - CONTRACTED SERVICES - OTHER		1.00	74,700.00		74,700.00 *
	Contracted services including catch basin cleaning, catch basin grit disposal at a licensed disposal site, liquid calcium chloride for dust control, tree work and crack sealing Increase by \$500 for catch basin cleaning Increase by \$450 for dust control Increase by \$1,000 for tree work					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12200 47430 - OTHER EQUIPMENT & MACHINERY					7,500.00 *
Small power equipment , Power brooms, chain saws, etc.		1.00	3,000.00		3,000.00
Amendment C10: Added water/calcium chloride/brine dispensing system.		1.00	4,500.00		4,500.00
12200 47450 - TOOLS					2,500.00 *
Replacement for hand tools, rakes, shovels, cut off saw blades, etc.		1.00	2,500.00		2,500.00
					759,354.00
12300 TOTAL HIGHWAY MAINTENANCE TRAFFIC SAFETY					
12300 41110 - REGULAR FULL-TIME					.00
12300 41210 - OVERTIME-REGULAR					.00
12300 43210 - ELECTRICITY					73,000.00 *
Electricity for street lights and traffic signals		1.00	73,000.00		73,000.00
12300 43320 - ROAD MAINTENANCE MATERIALS					.00
12300 43330 - TRAFFIC SIGNS					10,000.00 *
Sign replacement and new sign purchases.		1.00	10,000.00		10,000.00
Replacement signs are required to be retro-reflective by the MUTCD to improve night visibility					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12300 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	10,000.00		10,000.00 *
Traffic signal maintenance (9 full signals, 4 flashing signals)					
12300 46990 - CONTRACTED SERVICES - OTHER		1.00	93,986.00		93,986.00 *
Contracted services include road striping (49 miles), hand pavement markings including fall striping of the 302 North Corridor, and guard rail replacement					
Increase by \$43,486 for road striping. New contractor to stripe roads by late spring. Previous contractor didn't complete work till late August last year, paint seemed to fade quickly, each year was completed later and later.					
TOTAL TRAFFIC SAFETY					186,986.00
12400 SNOW REMOVAL					
12400 41110 - REGULAR FULL-TIME					.00
12400 41120 - REGULAR PART-TIME					.00
12400 41210 - OVERTIME-REGULAR					.00
12400 43320 - ROAD MAINTENANCE MATERIALS		1.00	37,500.00		37,500.00 *
Winter Sand - 6,000 yards					
Increase by \$4,500 due to material cost increase					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12400	43340 - CHEMICALS		1.00	209,000.00		209,000.00 *
	Road salt and liquid calcium chloride					209,000.00
12400	44400 - PROFESSIONAL SERVICES					.00
12400	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	40,000.00		40,000.00 *
	Plow cutting edges, sander chains, wing push arms, sander controls, calcium pumps, and other parts related to plowing					40,000.00
12400	46970 - SNOWPLOWING CONTRACTS		1.00	163,516.00		163,516.00 *
	Snowplowing contracts for Sumerian Irrigation and Adam Copp. Winter loader rental Increase by \$6,356 due to snow plow contract Increase by \$2,250 for winter loader rental					163,516.00
	TOTAL SNOW REMOVAL					450,016.00
12500	BUILDING MAINTENANCE					
12500	41110 - REGULAR FULL-TIME		1.00	240,619.00		222,111.00 *
	Annual salaries and wages for five building maintenance positions as authorized FTEs and a budget requested position of custodian, to begin second quarter and be assigned to the new joint maintenance facility. Note 25% of this position's wages and benefits are expected to be reimbursed by RSU 14 under an interlocal agreement for the new shared maintenance facility..					240,619.00
	Adjustment reflects start date of 4/1/2019 for the custodial position proposed in the strategic plan to provide coverage for the new shared		1.00	18,508.00		-18,508.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
maintenance facility.						
12500	41120 - REGULAR PART-TIME					.00
12500	41210 - OVERTIME-REGULAR		1.00	16,500.00		16,500.00 *
	Overtime is mainly for winter operations. An additional 130 hours added due to new maintenance facility plowing.					16,500.00
12500	43210 - ELECTRICITY		1.00	85,000.00		85,000.00 *
	Electricity for all municipal buildings Increase by \$10,000 for new Shared Maintenance Facility and closer to actual usage					85,000.00
12500	43250 - HEATING FUELS - OIL		1.00	70,000.00		70,000.00 *
	Heating fuels, #2 oil - 11,500 gallons; propane - 3,500 gallons; and natural gas for South Windham Fire Station and Town Offices					70,000.00
12500	43310 - BLDG MAINTENANCE MATERIALS		1.00	30,000.00		30,000.00 *
	Building maintenance materials, cleaning supplies, paper products, paint, chemicals, and tools					30,000.00
12500	43720 - CLOTHING		1.00	3,200.00		3,200.00 *
	Uniforms, safety boots, and personal protective equipment.					3,200.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12500	45110 - WATER/SEWER		1.00	4,550.00		4,550.00 *
	Water supply for all municipal buildings Increase by \$550 for actual usage					
12500	45210 - WASTE DISPOSAL		1.00	13,000.00		13,000.00 *
	Trash and recycling pick up at municipal buildings					
12500	45310 - BUILDING MAINTENANCE SERVICES		1.00	65,000.00		65,000.00 *
	Building maintenance services such as electrical repair, elevators, generators, heating/air conditioning, plumbing repairs, security monitoring and alarms, septic disposal and maintenance, inspections/crane/fueling station, and other misc. services					
12500	45400 - RENTALS		1.00	2,000.00		2,000.00 *
	Rentals for lifts and other specialized equipment Increase by \$800 for additional projects that will require specialized equipment.					
12500	46210 - TELEPHONE & DATA - LANDLINE					.00
12500	46410 - TRAVEL EXPENSES					.00
12500	46910 - TRAINING/CONFERENCES		1.00	300.00		300.00 *
	Training for building and grounds crew					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12500 47440 - ELECTRONIC EQUIPMENT & TECHNOL		1.00	9,000.00		9,000.00 *
Electrical supplies, batteries, light bulbs, for all facilities, as well as proper disposal for fluorescent light bulbs and electronics. Increase by \$1,950 for increased light fixture replacements to LED					
TOTAL BUILDING MAINTENANCE					520,661.00
12600	GROUND				
<hr/>					
12600 41110 - REGULAR FULL-TIME		1.00	76,219.00		76,219.00 *
Annual salaries and wages for two grounds positions as authorized FTEs.					
12600 41120 - REGULAR PART-TIME		1.00	20,000.00		20,000.00 *
Wages for seasonal grounds position(s) wages.					
12600 41210 - OVERTIME-REGULAR					.00
12600 43100 - GENERAL SUPPLIES & MATERIALS		1.00	2,000.00		2,000.00 *
Grounds maintenance materials such as signs, seed, loam, mulch, etc					
12600 43740 - EMPLOYEE HEALTH & SAFETY		1.00	400.00		400.00 *
Personal protection equipment for grounds crew					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED	
12600 45110 - WATER/SEWER		1.00	300.00		300.00 *	
Water supply for cemeteries						
12600 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	2,500.00		2,500.00 *	
Equipment maintenance parts						
12600 46990 - CONTRACTED SERVICES - OTHER		1.00	6,000.00		6,000.00 *	
Contracted services including tree removal, gravestone repair and cleaning, landscape services for Public Safety and Library						
12600 47430 - OTHER EQUIPMENT & MACHINERY		1.00	2,400.00		2,400.00 *	
Replacement equipment - weed wackers, leaf blowers, chainsaws, etc						
TOTAL GROUNDS MAINTENANCE					109,819.00	
12700 PWD VEH MAINTENANCE						
12700 41110 - REGULAR FULL-TIME		1.00	178,891.00		178,891.00 *	
Annual salaries and wages for four positions as authorized FTEs. 9% of total compensation deducted and added to 13700-41110 for police vehicle maintenance.						
12700 41120 - REGULAR PART-TIME						.00
12700 41210 - OVERTIME-REGULAR		1.00	6,980.00		6,980.00 *	
Estimated 200 hours of overtime.						

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12700 43100 - GENERAL SUPPLIES & MATERIALS		1.00	400.00		400.00 *
Fleet office supplies					
12700 43220 - MOTOR FUELS - GASOLINE		1.00	21,400.00		21,400.00 *
Gasoline - \$2.14 a gallon to 10,00 gallons Increase by \$4,600 for price increase and increase by 2,000 gallons for additional building maintenance vehicle and stormwater vehicle					
12700 43230 - MOTOR FUELS - DIESEL		1.00	81,900.00		81,900.00 *
Diesel - \$2.34 per gallon up to 35,000 gallons Increase by \$15,900 due to price increase and 5,000 gallon increase usage					
12700 43420 - FLUIDS, LUBRICANTS & OTHER		1.00	11,000.00		11,000.00 *
Petroleum products, motor oil, hydraulic oil, grease and other non petroleum (synthetic) fluids					
12700 43430 - TIRES		1.00	18,000.00		18,000.00 *
Tires, tubes, and wheels for vehicles and equipment					
12700 43440 - STEEL		1.00	2,000.00		2,000.00 *
Steel for fabrication of parts					

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12700	43720 - CLOTHING		1.00	2,500.00		2,500.00 *
	Uniform and safety boots, and personal protective equipment Increase by \$500 for additional mechanic					
12700	45320 - VEHICLE MAINTENANCE SERVICES		1.00	100,000.00		100,000.00 *
	Vehicle maintenance parts for all vehicles and equipment and fuel station repairs Increase by \$10,000 for additional preventative maintenance that can be performed with added mechanic. Parts price increases					
12700	45330 - OUTSIDE VEHICLE MAINTENANCE		1.00	35,000.00		35,000.00 *
	Outside vehicle maintenance including diagnostic work, paint and body work, engine/transmission/suspension work, etc. Painting Public Works vehicles and equipment is part of the preventative maintenance program					
12700	45400 - RENTALS		1.00	2,500.00		2,500.00 *
	Rentals, gas bottles, and shop rags					
12700	46410 - TRAVEL EXPENSES					.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
12700 46910 - TRAINING/CONFERENCES		1.00	1,000.00		1,000.00 *
Technical training for mechanics					
12700 47450 - TOOLS		1.00	10,000.00		10,000.00 *
Equipment and tools, replacing worn or broken tools, new specialty tools, upgrades for electrical diagnostics					
TOTAL PWD VEH MAINTENANCE					471,571.00
12900 WASTE MANAGEMENT					
12900 44400 - PROFESSIONAL SERVICES		1.00	56,918.00		56,918.00 *
Public awareness and education - \$2,000					
Trash bags-13 gallon - \$0.159 x 172,500 = \$27,428					
Trash bags -30 gallon - \$0.261 x 90,000 = \$23,490					
Landfill mowing - \$1,000					
Recycling bins - \$10x300 = \$3,000					
Increase by \$2,378 for bag cost increase					
12900 45210 - WASTE DISPOSAL		1.00	167,085.00		167,085.00 *
Tipping Fees at ecomaine					
Increase by \$8,460 due to actual solid waste tonnage					
.Increased by 120 tons over last year					
12900 46990 - CONTRACTED SERVICES - OTHER		1.00	649,030.00		649,030.00 *
Silver bullets - \$15,500					
Leaf and brush offsite drop off due to Maintenance Facility construction twice per year - \$20,000					
Internal hazardous waste disposal (Pumping holding tanks					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

from floor drains) - \$4,200
40-yrd roll off dumpster at
Public Works for trash and
bulky items picked up due to
illegal dumping (4 pulls @ \$900
each) - \$3,600

Solid waste collection and
transportation - \$295,310
Curbside Recycling collection
and transportation - \$310,420

VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
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TOTAL WASTE MANAGEMENT
TOTAL PUBLIC WORKS

873,033.00
3,614,491.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
30	POLICE & SAFETY					
13100	POLICE ADMINISTRATION					
13100	41110 - REGULAR FULL-TIME		1.00	1,783,936.00	1,760,722.00 *	1,783,936.00
	Annual salaries and wages for twenty-seven sworn positions and two administrative assistant positions as authorized FTEs and a budget requested position of police officer to begin third quarter.					
	Adjustment reflects start date of 1/1/2019 for 28th sworn as proposed in the strategic plan. A 29th is proposed for 2020, and 30th sworn for 2021.		1.00	23,214.00		-23,214.00
13100	41120 - REGULAR PART-TIME					.00
13100	41210 - OVERTIME-REGULAR		1.00	239,500.00	239,500.00 *	239,500.00
	Overtime compensation.					
13100	41220 - COURT TIME		1.00	16,000.00	16,000.00 *	16,000.00
	Overtime earned for court duty.					
13100	43100 - GENERAL SUPPLIES & MATERIALS		1.00	26,000.00	26,000.00 *	26,000.00
	Lethal and non-lethal equipment, training and safety supplies, photography and evidence gathering supplies, printed materials and office supplies, canine team food and supplies, and crash reconstruction equipment.					
	The projected increase is related to a move towards less than lethal tools & training for dealing with dangerous, mental health situations from a greater distance to protect staff .					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
13100	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	2,000.00		2,000.00 *
	Criminal and traffic statutes (1 each per officer, revised annually) and Law Enforcement Officer Manuals (8 copies, last purchased, available edition - 2013 to 2016).					
13100	43710 - POSTAGE		1.00	1,200.00		1,200.00 *
	Annual cost of postal correspondence, and shipping evidence certified or registered mail. Cost of shipping items obtained through the LESO program (federal awarding of equipment to local law enforcement at no item cost).					
13100	43720 - CLOTHING		1.00	33,000.00		33,000.00 *
	Uniform purchase, replacement, and cleaning costs, leather gear and equipment, officers protective vests (five year life before required replacement), and detective clothing allowances.					
13100	44400 - PROFESSIONAL SERVICES		1.00	13,000.00		13,000.00 *
	Laboratory Testing Costs for scheduled drugs & blood collected as criminal evidence, NAVSEA (night vision optics lease), polygraph, psychological tests, pre-employment physicals, immunizations, credit checks & backgrounds for hiring processes, canine team veterinarian services, kennel and grooming services, Watchguard Annual Licensing and Service Costs (for server & 10 units), CCDA Sharefile (Electronic Transmission of					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
Digital Evidence)						
13100	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	3,300.00		3,300.00 *
	Repair and certification of radar sets, Security card reader system maintenance.					3,300.00
13100	46310 - ADVERTISING		1.00	700.00		700.00 *
	Advertisements to recruit new personnel.					700.00
13100	46410 - TRAVEL EXPENSES		1.00	11,000.00		11,000.00 *
	Mileage reimbursement, all travel-related expenses incurred during training, court related parking.					11,000.00
13100	46910 - TRAINING/CONFERENCES		1.00	26,000.00		26,000.00 *
	For attendance at professional development seminars, academy training (\$2500.00 per candidate), in-service training, contractual college tuition reimbursement and web-based mandatory training (\$1620.00), and firearms range rental costs.					26,000.00
13100	46920 - MEMBERSHIPS		1.00	1,850.00		1,850.00 *
	Annual professional membership costs for sworn personnel, and online purchasing access for reduced cost of supplies.					1,850.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
13100 47430 - OTHER EQUIPMENT & MACHINERY		1.00	35,000.00		35,000.00 *
Light bars, sirens, portable radios, replacement mobile radios, computers, fitness room maintenance, AED maintenance, replacement of radars and Tasers, etc.					
TOTAL POLICE ADMINISTRATION COMMUNICATIONS				2,169,272.00	
13400 41110 - REGULAR FULL-TIME					.00
13400 41120 - REGULAR PART-TIME					.00
13400 41210 - OVERTIME-REGULAR					.00
13400 43100 - GENERAL SUPPLIES & MATERIALS					.00
13400 43610 - BOOKS,MAPS,PUBLICATIONS					.00
13400 44400 - PROFESSIONAL SERVICES		1.00	17,900.00		17,900.00 *
Software for connection to state teletype system, Spillman support contract, TLO (on line investigative tool), IACP NET, Susteen software, on line scheduling, Accident Reconstruction Software Annual Updates (3), Netmotion (annual maintenance fee for remote data access through Cumberland County Communications), Taser Assurance Plan, All Traffic Solutions (Speed/Traffic Sign Software Updates), Norris Annual License, etc					
13400 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	8,000.00		8,000.00 *
Preventive maintenance and repair for base stations, mobile radios, portable radios, closed circuit television monitors/cameras, standby radio, Exacom digital recording system, digital cameras, UPS battery packs, flashlights,					

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PROJECTION: 19001 FY 2019 PROPOSED
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
maintenance of teletype switch, copiers, maintenance of patch panel, computers, telephones, fax machines, and microwave systems.						
13400	46210 - TELEPHONE & DATA - LANDLINE		1.00	20,000.00		20,000.00 *
	Costs for 14 lines, 1 teletype circuit, 14cell phones, 14 smartphones, 13 cradle points or Air Cards for remote data access in Police vehicles.					20,000.00
13400	46410 - TRAVEL EXPENSES					.00
13400	46910 - TRAINING/CONFERENCES					.00
13400	46990 - CONTRACTED SERVICES - OTHER		1.00	359,742.00		359,742.00 *
	Annual cost of contract for public safety dispatch services from the Cumberland County Regional Communications Center. Cost per capital for fiscal year 2018 / 2018 will be \$21.16 for a population of 17,001					359,742.00
13400	47430 - OTHER EQUIPMENT & MACHINERY					.00
	TOTAL COMMUNICATIONS					405,642.00
13500	ANIMAL CONTROL					
13500	41110 - REGULAR FULL-TIME		1.00	40,423.00		40,423.00 *
	Annual salary and wages for one position as authorized FTE.					40,423.00
13500	41210 - OVERTIME-REGULAR		1.00	750.00		750.00 *
	Overtime as needed.					750.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
13500 43100 - GENERAL SUPPLIES & MATERIALS		1.00	600.00		600.00 *
Supplies, uniforms and materials for the animal control officer.					
13500 44400 - PROFESSIONAL SERVICES		1.00	27,000.00		27,000.00 *
Annual Agreement with Animal Refuge League (\$23,801.40); Veterinary treatment of animals whose owner is unknown; Contracted ACO for emergency call out and vacation coverage					
TOTAL ANIMAL CONTROL					68,773.00
13700 POL VEHICLE MAINTENANCE					
13700 41110 - REGULAR FULL-TIME		1.00	17,693.00		17,693.00 *
Paid to Public Works vehicle maintenance staff for service to police vehicles.					
13700 41210 - OVERTIME-REGULAR		1.00	500.00		500.00 *
Paid to Public Works vehicle maintenance staff for service to patrol vehicles.					
13700 43220 - MOTOR FUELS - GASOLINE		24,000.00	2.14		51,360.00 *
43220 Motor Fuels- Gasoline Unleaded gasoline (22,060 gallon FY 16-17 and FY 17-18 YTD 16,000). The Police Department is on track to use 24, 000 gallons of fuel for FY 17-18.					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
13700 43420 - FLUIDS, LUBRICANTS & OTHER		1.00	3,700.00		3,700.00 *
<p>43420 Fluids, Lubricants & Other Petroleum products and other fluids used in maintaining public safety vehicles. This line has been zeroed out for a number of budget cycles, due in part that oils have been purchased from the parts account.</p> <p>With the anticipated storage space and the specific oils and lubricants needed for the Ford Utilities; it is being requested to purchase the recommended fluids in bulk. We are now using OEM parts and fluids in order to meet the requirements for any warranty work, which may need to be done; like transmissions.</p>					
13700 43430 - TIRES		50.00	150.00		7,500.00 *
<p>Tires for public safety vehicles. 50 Cruiser Tires @ 150.</p>					
13700 45320 - VEHICLE MAINTENANCE SERVICES		1.00	16,500.00		16,500.00 *
<p>This has commonly been called the parts account. Over the last three years, the Police Department has transitioned all of its front line PPVs into the Ford Police Interceptor Utility. Since this transition, the overall reviews from the patrol officers that use these on a daily basis have been very positive. All of the claimed and anticipated benefits from having more room for the officer, passengers, and equipment to being able to safely and successfully navigate the roads during some of the worst winter weather</p>					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

have been affirmed and surpassed.

Some of the overall general maintenance has decreased. This current year a more comprehensive maintenance plan has been implemented; to include tune-ups ahead of the Ford recommended Maintenance Schedule. Those recommended services only take into account the mileage on the vehicles and not for the engine idle time. We started to see frequent check engine lights and those were traced back to some of the routine maintenance needing to be completed ahead of schedule. The brakes on the Ford Utility are lasting longer. On the average the front brakes are being replaced at 40,000 miles in comparison to 16,000. The rear brakes are being replaced on the average at 80,000 opposed to 30,000. Changes in vehicle technology and the ability to trouble shoot mechanical error codes and malfunctions have created challenges for the mechanics. Windham's public works mechanics have found with these challenges that there has been an increased need for outside dealership labor. This is in part due to the high costs of required diagnostic work, along with the release of the diagnostic equipment and programming that is not available from the manufacturer for two to three model years.

VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

13700 45330 - OUTSIDE VEHICLE MAINTENANCE

VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
	1.00	13,000.00		13,000.00 *

Costs for work not able to be performed by Public Works or Police Department employees to include but not limited to: alignments, bodywork, insurance deductibles, and cruiser decontamination etc.

TOTAL POL VEHICLE MAINTENANCE
TOTAL POLICE & SAFETY

110,253.00
2,753,940.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
40	FIRE-RESCUE & EMERGENCY MGT					
14100	FIRE-RESCUE ADMINISTRATION					
14100	41110 - REGULAR FULL-TIME		1.00	652,005.00	619,122.00 *	652,005.00
	Annual salaries and wages for eleven positions as authorized FTEs and the strategic plan approved position of Emergency Medical Services Supervisor.					
	Adjustment reflects start date of 1/1/2019 for EMS Supervisor proposed in the strategic plan.		1.00	32,883.00	-32,883.00	
14100	41120 - REGULAR PART-TIME		1.00	797,411.00	797,411.00 *	797,411.00
	Compensation for call company employees.					
14100	41130 - TRAINING COMPENSATION		1.00	80,572.00	80,572.00 *	80,572.00
	Training compensation for fire-rescue personnel.					
14100	41210 - OVERTIME-REGULAR		1.00	85,690.00	85,690.00 *	85,690.00
	Overtime compensation for eight paramedic staff.					
14100	43100 - GENERAL SUPPLIES & MATERIALS		1.00	6,000.00	6,000.00 *	6,000.00
	Office Supplies for the administration and the four stations.					
14100	43340 - CHEMICALS		1.00	2,300.00	2,300.00 *	2,300.00
	Firefighting Foam					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
14100 43510 - MEDICAL SUPPLIES					44,605.00 *
Medications		1.00	7,105.00		7,105.00
Oxygen		1.00	2,160.00		2,160.00
Non-invasive monitoring supplies		1.00	2,700.00		2,700.00
Cleaning/Decontamination		1.00	400.00		400.00
Consumables: Bandaging, IO's, IV Fluids, IV catheters, gloves		1.00	32,240.00		32,240.00
14100 43710 - POSTAGE					400.00 *
Postage		1.00	400.00		400.00
14100 43720 - CLOTHING					14,560.00 *
Uniforms and Clothing for on duty personnel to include full time, per-diem and call staff.		1.00	14,560.00		14,560.00
14100 44400 - PROFESSIONAL SERVICES					81,129.00 *
Contracted EMS billing with Medical Reimbursement Services at 8% of net collections.		1.00	46,800.00		46,800.00
Fire-Police Annual Fuel Stipend		1.00	900.00		900.00
Employee Physicals / Respiratory Protection Mandates		1.00	14,015.00		14,015.00
EMS Service Medical Director and Maine EMS Licensing Fees		1.00	5,280.00		5,280.00
Software/licensing agreements		1.00	14,134.00		14,134.00
14100 45330 - EQUIPMENT MAINTENANCE SERVICES					23,563.00 *
Annual Ladder Testing - Aerials and Ground Ladders		1.00	3,300.00		3,300.00
Radio/Minitor Repairs		1.00	3,970.00		3,970.00
Batteries		1.00	1,640.00		1,640.00
		1.00	7,500.00		7,500.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
	Breathing air packs and breathing air compressor annual testing and repairs.		1.00	7,153.00		7,153.00
	Annual preventative maintenance on cardiac monitors/AEDs, stretchers/stair chairs, and extrication equipment.					
14100	46210 - TELEPHONE & DATA - LANDLINE		1.00	10,560.00		10,560.00 *
	Fire station land lines, cell phones and mobile data devices.					10,560.00
14100	46310 - ADVERTISING					.00
14100	46410 - TRAVEL EXPENSES		1.00	2,800.00		2,800.00 *
	Travel expenses for attendance at outside training programs, meetings, conferences, etc.					2,800.00
14100	46510 - PRINTING		1.00	400.00		400.00 *
	Printing for carbon copy/specialty forms.					400.00
14100	46910 - TRAINING/CONFERENCES		1.00	24,785.00		24,785.00 *
	Registration for outside training programs and classes. Including but not limited to; firefighter 1&2, EMT classes, officer development, continuing education, and specialty trainings for all personnel.					24,785.00
14100	46920 - MEMBERSHIPS		1.00	5,406.00		5,406.00 *
	Dues for memberships to professional organizations to include the fire chief's associations, National Fire Protection Association membership and code subscription.					5,406.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
14100 46930 - CONTRIBUTIONS TO AGENCIES					.00
14100 47430 - OTHER EQUIPMENT & MACHINERY					62,424.00 *
Hose- Hand Lines and Appliances		1.00	2,800.00		2,800.00
Replacement of Expiring Air Bottles		5.00	890.00		4,450.00
Firefighting Protective Clothing Replacement		12.00	2,100.00		25,200.00
Bunker Pants and Bunker Coats					
Helmets, Boots, Gloves, Hoods		12.00	555.00		6,660.00
Fire-Police Equipment		1.00	800.00		800.00
Firefighting Hand Tools		1.00	2,000.00		2,000.00
Forestry Tools		1.00	800.00		800.00
Gear Racks for North Station		1.00	3,700.00		3,700.00
Replacement Ventilation Fan		1.00	1,800.00		1,800.00
Physical Fitness Equipment		1.00	2,000.00		2,000.00
Portable Generator		1.00	1,500.00		1,500.00
Replacement of damaged or lost equipment during the year.		1.00	3,000.00		3,000.00
Community AED - to add an AED per year in our public facilities.		1.00	1,300.00		1,300.00
Ballistic Vests		6.00	569.00		3,414.00
Replacement of EMS Jump kits on apparatus		1.00	3,000.00		3,000.00
14100 48210 - BAD DEBTS					107,100.00 *
Bad debt expense, offset to amounts uncollectible in R0475		1.00	107,100.00		107,100.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
TOTAL FIRE-RESCUE ADMINISTRATION					1,968,827.00
14200	FIRE-RESCUE SERVICES				
14200	45110 - WATER/SEWER				99,412.00 *
		1.00	99,412.00		99,412.00
	Charges for 349 public fire hydrants and 4,010,901 (2015) inch-feet of distribution mains from the Portland Water District. The Portland Water District has been approved for a rate increase of 3.8% on public fire fees. This rate increase is set to take effect on May 1, 2018. The increase is reflected in this budget request.				
TOTAL FIRE-RESCUE SERVICES					99,412.00
14300	EMERGENCY MANAGEMENT				
14300	41120 - REGULAR PART-TIME				.00
14300	43100 - GENERAL SUPPLIES & MATERIALS				1,400.00 *
		1.00	1,400.00		1,400.00
	Funding for operations and start-up supplies and materials to open an emergency shelter.				
TOTAL EMERGENCY MANAGEMENT					1,400.00
14700	FIRE VEHICLE MAINTENANCE				
14700	41110 - REGULAR FULL-TIME				.00
14700	41120 - REGULAR PART-TIME				3,000.00 *
		1.00	3,000.00		3,000.00
	Compensation for fire-rescue apparatus maintenance. Increased to reflect pay for additional maintenance assistant.				

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
14700 43220 - MOTOR FUELS - GASOLINE		7,800.00	2.14		16,692.00 *
Unleaded for department vehicles to include the two primary ambulances. 7,788 gallons consumed in calendar year 2017.					
14700 43230 - MOTOR FUELS - DIESEL		6,400.00	2.34		14,976.00 *
Diesel for department apparatus. 6,349 gallons consumed in calendar year 2017					
14700 43410 - PARTS		1.00	30,000.00		30,000.00 *
Vehicle Maintenance Parts					
14700 43420 - FLUIDS, LUBRICANTS & OTHER		1.00	2,000.00		2,000.00 *
Covers grease, motor oil and other fluids for the mechanic.					
14700 43430 - TIRES		1.00	6,000.00		6,000.00 *
Tires for Fire-Rescue Fleet.					
14700 44400 - PROFESSIONAL SERVICES		1.00	37,885.00		37,885.00 *
Payments to Gorham for Windham's share of the apparatus mechanic. The two town's share the mechanic's wages and benefits.					
14700 45320 - VEHICLE MAINTENANCE SERVICES		1.00	28,000.00		28,000.00 *
This account covers repairs that the mechanic sends to outside service centers.					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
14700 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	5,000.00		5,000.00 *
This account is used to cover electrical repairs and upgrades to department vehicles.					
14700 47430 - OTHER EQUIPMENT & MACHINERY		1.00	2,500.00		2,500.00 *
Specialized tools and equipment purchased on a cost-shared basis with Gorham.					
14700 47450 - TOOLS		1.00	2,000.00		2,000.00 *
Purchase of additional tools or replacement of broken tools. Cost-shared basis with Gorham.					

TOTAL FIRE VEHICLE MAINTENANCE	148,053.00
TOTAL FIRE-RESCUE & EMERGENCY MGT	2,217,692.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
50	RECREATION & CULTURE					
15110	PARKS & RECREATION ADMIN					
15110	41110 - REGULAR FULL-TIME		1.00	158,677.00		158,677.00 *
	Annual salaries and wages for three positions as authorized FTEs.					158,677.00
15110	41120 - REGULAR PART-TIME		1.00	18,432.00		18,432.00 *
	Annual salaries and wages for one authorized 20-hour/week position.					18,432.00
15110	41210 - OVERTIME-REGULAR		1.00	1,000.00		1,000.00 *
	Overtime to cover events that may occur beyond normal business hours.					1,000.00
15110	43100 - GENERAL SUPPLIES & MATERIALS		1.00	2,500.00		2,500.00 *
	Office supplies during the year for the department					2,500.00
15110	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	2,000.00		2,000.00 *
	Books/Maps/Publications Includes publication of department brochures 2x/year Trail maps - updated to reflect additional trail development and changes to existing trails					2,000.00
15110	43710 - POSTAGE		1.00	400.00		400.00 *
	Postage - Mailings of senior newsletters and year-round shared use of postage meter Increase of \$100 accounts for increased number of senior citizens on the mailing list					400.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
15110 44400 - PROFESSIONAL SERVICES		1.00	4,260.00		4,260.00 *
Professional services - Service contract for copier only (other duplicating machine has been removed from service)					
MyRec annual subscription -\$3995					
15110 46210 - TELEPHONE & DATA - LANDLINE		1.00	1,200.00		1,200.00 *
Telephone					
15110 46310 - ADVERTISING		1.00	3,000.00		3,000.00 *
Advertising - Employment Ads for seasonal positions and other advertising for all programs and special events in local newspapers Ongoing increase in community events and special programs warrants additional promotion of programs; Direct correlation to increased participation in programs being offered					
15110 46410 - TRAVEL EXPENSES		1.00	1,600.00		1,600.00 *
Fuel, travel and meal expenses for staff to attend meetings, workshops and conferences					
15110 46910 - TRAINING/CONFERENCES		1.00	2,500.00		2,500.00 *
Training administered by Maine Recreation & Parks Association, regional and national conferences for department staff.					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
15110 46920 - MEMBERSHIPS		1.00	475.00		475.00 *
Membership to Southern Maine Area Recreation Technicians (SMART), Maine Recreation and Parks Association (MRPA), National Parks and Recreation Association (NPRA) and AAA for department vehicles.					
15110 46990 - CONTRACTED SERVICES - OTHER		1.00	1,000.00		1,000.00 *
Contracted services, custodial costs for use of school facilities for programs that are not supported by user fees					
TOTAL PARKS & RECREATION ADMIN					197,044.00
15210 PARKS & TRAILS					
15210 41110 - REGULAR FULL-TIME		1.00	29,109.00		29,109.00 *
Annual salary and wages for one 32-hour/week Parks Maintenance Foreman.					
15210 41120 - REGULAR PART-TIME		1.00	68,000.00		68,000.00 *
Includes Park Ranger (26 weeks) and Park Maintenance (14 weeks) for \$17,280. Remaining \$50,720 is compensation for Dundee Park employees, which is paid from user fees.					
15210 41210 - OVERTIME-REGULAR					.00
15210 43100 - GENERAL SUPPLIES & MATERIALS		1.00	9,000.00		9,000.00 *
Supplies and materials for all parks and trails (other than skate park and Dundee) Funding for Lippman Park improvements included in the Capital Budget with those funds coming from the Recreation Impact Fees (see 19400 and 1000-37140).					

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
		Anticipate using LWCF grant funding in conjunction with Recreation Impact Fees for development of community park.				
15210	43210 - ELECTRICITY		1.00	2,500.00		2,500.00 *
	Electricity for Dundee and Manchester Courts/Skating Rink					2,500.00
15210	43220 - MOTOR FUELS - GASOLINE		1.00	2,800.00		2,800.00 *
	Vehicle Fuel for Department's pick up and mowing needs					2,800.00
15210	44400 - PROFESSIONAL SERVICES		1.00	6,000.00		6,000.00 *
	Professional services at all parks - Includes tick treatments at three locations, porta-toilets at three locations, treatment of parking lot at Dundee to reduce dust, tree work at Dundee					6,000.00
15210	45110 - WATER/SEWER		1.00	1,000.00		1,000.00 *
	Water Supply at Dundee and Manchester Skating Rink					1,000.00
15210	45210 - WASTE DISPOSAL		1.00	500.00		500.00 *
	Trash disposal services					500.00
15210	45310 - BUILDING MAINTENANCE SERVICES		1.00	5,000.00		5,000.00 *
	Supplies and equipment for Dundee Park					5,000.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
15210	45320 - VEHICLE MAINTENANCE SERVICES				2,000.00 *
	Vehicle repairs for Department's pick up	1.00	2,000.00		2,000.00
15210	45400 - RENTALS				.00
15210	46210 - TELEPHONE & DATA - LANDLINE				1,050.00 *
	Telephone - Dundee Phone service increased to include better internet signal Parks Maintenance Technician's cell phone, which also includes data plan for access to email	1.00	1,050.00		1,050.00
	TOTAL PARKS & TRAILS				126,959.00
15220	SKATE/COMMUNITY PARK				
15220	41120 - REGULAR PART-TIME				.00
15220	43100 - GENERAL SUPPLIES & MATERIALS				200.00 *
	Supplies and Equipment	1.00	200.00		200.00
15220	43210 - ELECTRICITY				.00
15220	46210 - TELEPHONE & DATA - LANDLINE				.00
15220	46990 - CONTRACTED SERVICES - OTHER				450.00 *
	Telephone - Discontinued telephone at this location	1.00	.00		.00
	Portable toilet from April - November	1.00	450.00		450.00
	TOTAL SKATE/COMMUNITY PARK				650.00
15330	SUMMERFEST				
15330	43100 - GENERAL SUPPLIES & MATERIALS				8,600.00 *
	Town Contribution to Summerfest; Refer to 1000-24009 Summerfest Revolving account - This is a balance sheet account. Historically,	1.00	8,600.00		8,600.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
it tracks revenues and contributions as well as expenditures. This account was established in order to be able to carry forward any remaining funds at end of fiscal year into the new fiscal year.					
TOTAL SUMMERFEST					8,600.00
15500	PUBLIC LIBRARY				
15500	41110 - REGULAR FULL-TIME	1.00	314,673.00	314,673.00	314,673.00 *
	Annual salaries and wages for six positions as authorized FTEs.				
15500	41120 - REGULAR PART-TIME	1.00	93,651.00	93,651.00	93,651.00 *
	Annual salaries and wages for six part-time positions and 10 substitute hours per week.				
15500	41210 - OVERTIME-REGULAR	1.00	500.00	500.00	500.00 *
	This line will cover staff time when visiting the library to empty the book drop on holidays. We have made the time spent at the library as efficient as possible but require a few hours throughout the year for staff to work on the holidays. Without this time spent, our book drop would overflow and the door to it would be blocked from opening. Also, the work the next day the library is open would be overwhelming. Allowing the book drop to be emptied on a holiday is necessary for our operations.				

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
15500 43100 - GENERAL SUPPLIES & MATERIALS		1.00	4,500.00		4,500.00 *
<p>General office supplies, specialized library supplies, printer cartridges, paper for copier and printers.</p>					
15500 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	29,500.00		29,500.00 *
<p>Books, maps and periodicals for Children, Teen, and Adult Collections.</p> <p>Increase in this line covers an incremental increase in the Children's Room materials purchasing. Over the last several budgets I have been slowly increas-ing the budget for Children's Room materials so that additional new books can be purchased and outdated or books in poor condition can be replaced. This increase brings that budget to where I feel it should be for the size of the library and current state of the collection.</p>					
15500 43620 - NON-PRINTED MATERIALS		1.00	18,500.00		18,500.00 *
<p>Movies, music, ebooks, eaudiobooks, and CD audiobooks for the Children's, Teen, and Adult Collections.</p>					
15500 43710 - POSTAGE		1.00	1,200.00		1,200.00 *
<p>Library postage costs for mailing notices and packages.</p>					

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
15500	44400 - PROFESSIONAL SERVICES		1.00	12,175.00		12,175.00 *
	<p>Funds for yearly library software contracts and Interlibrary Loan statewide van delivery as well as the contract fees for digital services and the time and print management system maintenance fee.</p> <p>Increase covers additional renewal contract fees for services started in FY2018, i.e. UniversalClass and Envisionware Mobile Printing(\$725). These services have been popular with our patrons and used often. Renewal fees to extend the service contracts are reasonably priced considering the service provided. For instance, UniversalClass offers an extraordinary amount of trainings, over 500, in a wide-range of topics. We would never be able to provide this kind of information in print materials for the amount of money spent, \$750. UniversalClass is all online and can be accessed at home with a Windham PL card.</p>					
15500	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	1,200.00		1,200.00 *
	<p>Fees for contracts to maintain copiers and printers, including toner.</p>					
15500	46210 - TELEPHONE & DATA - LANDLINE		1.00	2,500.00		2,500.00 *
	<p>Regular telephone lines, a fax line, 2 emergency response phones, and equipment and service for Library Director's cell phone.</p> <p>Increase covers new cell phone for Library Director.</p>					

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
15500	46410 - TRAVEL EXPENSES		1.00	4,500.00		4,500.00 *
	<p>Routine reimbursement for travel and meals at seminars, conferences and mandatory meetings for the Minerva consortium 12x/year as well as mileage reimbursement for library staff who take library services to daycares, nursing homes and senior living facilities.</p> <p>Increase covers additional travel to state and regional conferences and trainings for library staff members.</p>					
15500	46510 - PRINTING		1.00	1,200.00		1,200.00 *
	<p>Printing of patron cards, signage, and business cards.</p>					
15500	46910 - TRAINING/CONFERENCES		1.00	2,000.00		2,000.00 *
	<p>Covers registration fees for American Library Association Conferences (ALA) and registrations for staff members to attend Maine Library Association (MLA) and/or New England Library Association Conferences (NELA) as well as other professional workshops or seminars that benefit library service.</p> <p>Increase covers additional opportunities for library staff members to register and participate in trainings related to their positions. As the staff has grown and needs have changed, an increase in this line has become necessary to ensure that the staff remains up to date and informed about emerging library trends and services.</p>					

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
15500	46920 - MEMBERSHIPS		1.00	500.00		500.00 *
	Fees for the American Library Association (ALA), Public Library Association (PLA), state & regional associations.					
15500	46990 - PROGRAMMING		1.00	1,000.00		1,000.00 *
	Expenses and supplies for library programs.					
15500	47430 - OTHER EQUIPMENT & MACHINERY		1.00	5,000.00		9,500.00 *
	Computer equipment, library shelving, storage and miscellaneous library equipment and furniture. The library has 29 computers, including public access computers, catalog stations, circulation stations, and staff computers. This line item reflects replacement of equipment as needed.					
	Though this line has decreased from last year, traditionally this line is budgeted for \$5,000 for general equipment and technology needs. The \$4,500 additional funding will allow the library to add another early literacy computer for our youngest patrons. We currently have one of these workstations, purchased several years ago through a grant from the state library. It is in high demand as it is the only computer for the kids to use in the children's room. Parents and children visiting the children's room have been requesting that another station be added. The early literacy station from AWE comes preloaded with age appropriate games and software for learning opportunities in several areas.					

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ACCOUNTS FOR:
GENERAL FUND

In addition, funds in this line will allow the purchase of a TV and chromebit for setting up library promotions in the lobby of the library. We have explored this set-up with the Windham High School Library and it is working well for them. Finally, we will purchase a device charging station. So many of our patrons visiting the library are connecting their devices to our wireless internet access and desire a place to plug in and recharge their devices. A charging station would allow us to more easily provide this service.

Replacement of AWE early literacy computer.

Purchase of TV, chromebit, and software for promoting library programs. TV will be mounted in the lobby.

Purchase Demco charging station for device charging.

VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
	1.00	2,700.00		2,700.00
	1.00	1,000.00		1,000.00
	1.00	800.00		800.00
TOTAL PUBLIC LIBRARY				497,099.00
TOTAL RECREATION & CULTURE				830,352.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

ACCOUNTS FOR: GENERAL FUND		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
60	PROPERTY & INSPECTION					
16110	CODE ENFORCEMENT					
16110	41110 - REGULAR FULL-TIME					244,995.00 *
	Annual salaries and wages for four positions as authorized FTEs and one budget requested position of Administrative Assistant to begin in September.		1.00	244,995.00		244,995.00
	Adjustment reflects 1/1/2019 starting date for restoration of second administrative assistant as proposed in the strategic plan.		1.00	10,475.00		-10,475.00
	Amendment S03: Adjustment for code enforcement administrative assistant starting 10/1/2018.		1.00	10,475.00		10,475.00
16110	41120 - REGULAR PART-TIME					.00
16110	41210 - OVERTIME-REGULAR					.00
16110	43100 - GENERAL SUPPLIES & MATERIALS					2,700.00 *
	(General office and color supplies) Increase due to additional position for work station.		1.00	2,700.00		2,700.00
16110	43220 - MOTOR FUELS - GASOLINE					2,140.00 *
	Estimated use of 1000 gallons increased to \$2.14 per gallon- (increase of \$250.00)		1,000.00	2.14		2,140.00
16110	43610 - BOOKS,MAPS,PUBLICATIONS					1,000.00 *
	Publications and code books Increase because of 2015 MUBEC Code for tablets and laptops (\$500.00)		1.00	1,000.00		1,000.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
16110	43710 - POSTAGE		1.00	1,500.00		1,500.00 *
	General correspondence, public hearing notifications to abutters, and ZBA notifications.					
16110	44400 - PROFESSIONAL SERVICES		1.00	13,000.00		13,000.00 *
	This item has increased due to anticipated increases in software contract expenses.					
16110	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	200.00		200.00 *
	Annual server printer maintenance and parts, shared with Planning Department, Assessing, and WEDC					
16110	46210 - TELEPHONE & DATA - LANDLINE		1.00	4,017.00		4,017.00 *
	Office and cellular phone charges 3% increase.					
16110	46310 - ADVERTISING		1.00	1,500.00		1,500.00 *
	Legal advertisements for Appeals Board					
16110	46410 - TRAVEL EXPENSES		1.00	2,000.00		2,000.00 *
	Travel/lodging/meals - seminars/conferences					
16110	46510 - PRINTING		1.00	200.00		200.00 *
	Business cards, stop work orders, etc...					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
16110 46520 - COPY SERVICES		1.00	900.00		900.00 *
Copy Services increased to (\$900) estimated at \$225.00 quarterly, (shared with the Planning Department, Assessing and WEDC. Copier service contract, paper and copy supplies shared equally by Code Enforcement, Assessing, Planning, and Economic Development.					
16110 46910 - TRAINING/CONFERENCES		1.00	3,500.00		3,500.00 *
Required education and training to maintain certifications (increased \$500 for Code Enforcement Coordinator training)					
16110 46920 - MEMBERSHIPS		1.00	425.00		425.00 *
Professional memberships MBOIA (\$35 each) 4 @ \$35 increase - 1 member ICC (\$135) Master Electrician (\$150)					
16110 47430 - OTHER EQUIPMENT & MACHINERY		1.00	3,000.00		3,000.00 *
Equipment needed to perform inspections, safety equipment, inspection tools, etc... (increase to \$3,000)					
TOTAL CODE ENFORCEMENT ASSESSING					281,077.00
16510 41110 - REGULAR FULL-TIME		1.00	285,595.00		285,595.00 *
Annual salaries and wages for five positions as authorized FTEs.					

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
16510	41210 - OVERTIME-REGULAR					.00
16510	43100 - GENERAL SUPPLIES & MATERIALS		1.00	2,200.00		2,200.00 *
	Estimate of all office supplies and paper.					2,200.00
16510	43220 - MOTOR FUELS - GASOLINE		1.00	1,147.00		1,147.00 *
	Fuel for Assessing vehicles.					1,147.00
16510	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	2,980.00		3,500.00 *
	Recorded Deeds @ \$1 per page. Increase of \$180 (5.4 percent) to cover the anticipated cost increase from the Cumberland County Registry of Deeds due to a record number of Windham deeds being processed.					2,980.00
	Valuation & Commitment Book		1.00	400.00		400.00
	Books and publications		1.00	120.00		120.00
16510	43710 - POSTAGE		1.00	3,000.00		3,000.00 *
	Regular mailings. Increase of \$247 to cover anticipated 1st class postage rates and additional Homestead Exemption Applications and valuation notice mailings.					3,000.00
16510	44400 - PROFESSIONAL SERVICES		1.00	25,000.00		25,000.00 *
	Consultant services to cover special circumstances such as complex commercial abatement challenges and special programing for assessing software.					25,000.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
16510 45330 - EQUIPMENT MAINTENANCE SERVICES					27,700.00 *
Photocopier share		1.00	1,175.00		1,175.00
Vision web hosting		1.00	2,750.00		2,750.00
Vision Appraisal Software (11-20 users)		1.00	8,775.00		8,775.00
2019 Vision Appraisal software update fund. Recommendation: In the fall of 2019 the assessing software program, Vision Appraisal, will need to be updated due to the end of life of the Sequel operating system. The anticipated cost is between \$25-30,000. The Assessor recommends \$15,000 be set aside this year and \$15,000 next year to cover this future expense.		1.00	15,000.00		15,000.00
16510 46210 - TELEPHONE & DATA - LANDLINE					2,985.00 *
Office (\$45/month x 12 months)		1.00	550.00		550.00
Cell phone (\$203/month)		1.00	2,435.00		2,435.00
16510 46310 - ADVERTISING					2,000.00 *
Assessment Review Board meeting notices. Increase of \$1,200 to cover anticipated advertising needed for up to 10 Board of Assessment Review meetings. This increase is projected to cover additional abatement applications to the Board of Assessment Review.		1.00	2,000.00		2,000.00
16510 46410 - TRAVEL EXPENSES					2,740.00 *
2000 miles with personal vehicles		1.00	1,090.00		1,090.00
Meals and tolls for various functions		1.00	500.00		500.00
IAAO annual conference airfare,		1.00	1,150.00		1,150.00

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
room and meals						
16510	46510 - PRINTING		1.00	500.00		500.00 *
	Print Services for tax map copies					500.00
16510	46910 - TRAINING/CONFERENCES		1.00	650.00		2,502.00 *
	State Property Tax School for two staff members.		1.00	180.00		180.00
	MAAO Tax School registration for three staff		1.00	1,097.00		1,097.00
	IAAO training meetings. Overall account increase of \$847 to accommodate required training for two additional Certified Maine Assessors. Kara Taylor, Assessor's Assistant CMA 2/2017 and Taylor Burns, Appraiser CMA 8/2017.		1.00	575.00		575.00
	IAAO Annual conference registration					
16510	46920 - MEMBERSHIPS		1.00	255.00		475.00 *
	International Association of Assessing Officials (IAAO) Membership		4.00	25.00		100.00
	Maine Association of Assessing Officers (MAAO) four CMA memberships		4.00	30.00		120.00
	Maine Chapter IAAO (4 CMA Memberships)					
16510	47430 - OTHER EQUIPMENT & MACHINERY					.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
TOTAL ASSESSING					359,344.00
16520	GEOGRAPHIC INFORMATION SYTEMS				
16520	41120 - REGULAR PART-TIME				6,000.00 *
	Eleven week student internship.	1.00	6,000.00		6,000.00
16520	43100 - GENERAL SUPPLIES & MATERIALS				3,500.00 *
	Office supply costs may be incurred in the process of providing projects to the Town departments and to the public. Partially offset by fees.	1.00	3,500.00		3,500.00
16520	43610 - BOOKS,MAPS,PUBLICATIONS				500.00 *
	Cost associated with acquiring data layers and some printed publications may be needed.	1.00	500.00		500.00
16520	44400 - PROFESSIONAL SERVICES				4,000.00 *
	Various project assistance.	1.00	4,000.00		4,000.00
16520	45330 - EQUIPMENT MAINTENANCE SERVICES				4,785.00 *
	AutoCAD License \$ 785 ESRI Licenses \$ 4,000	1.00	4,785.00		4,785.00
16520	46910 - TRAINING/CONFERENCES				1,200.00 *
	This is an estimate for providing training for principal users of the GIS system	1.00	1,200.00		1,200.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
70	DEVELOPMENT & CONSERVATION					
17110	PLANNING SERVICES					
17110	41110 - REGULAR FULL-TIME		1.00	279,049.00		279,049.00 *
	Annual salaries and wages for four positions as authorized FTEs.					279,049.00
17110	41210 - OVERTIME - REGULAR					.00
17110	43100 - GENERAL SUPPLIES & MATERIALS		1.00	1,500.00		1,500.00 *
	General office supplies, contributions to shared costs related to color printer and plotter supplies.					1,500.00
17110	43220 - MOTOR FUELS - GASOLINE		1.00	150.00		150.00 *
	Fuel for the Explorer reserved for departmental use					150.00
17110	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	600.00		600.00 *
	Purchase of planning reference books for staff and planning board members. Examples include: Journal of the American Planning Association, Planner's Advisory Service Publications - these are topic specific reference materials that assist in the completion of planning studies, ordinance amendments, and other related projects, Zoning Practice, Reference books for projects such impact fees, project management, and parking standards					600.00

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
17110	43710 - POSTAGE		1.00	1,200.00		1,200.00 *
	Mailing of letters and documents,, mailing of abutters' notices as part of the Planning Board review process, zoning change requests or planning projects.					
17110	44400 - PROFESSIONAL SERVICES		1.00	40,000.00		97,500.00 *
	These funds are used to hire consulting professionals that have technical skills or expertise beyond in-house staff or to add capacity beyond the full time staff level. Staff anticipates \$10,000 for general services related to engineering, design, ordinance assistance, materials testing, etc. and \$30,000 to help implement 21st Century Plan items. This could take the form of smaller studies like signal design or updating traffic numbers or the form of additional design/ordinance assistance with a Character Based Code.					
	Amendment S04: Add funding for CCSWCD support contract for HLLT (50/50 with Town of Falmouth).		1.00	27,500.00		27,500.00
	Amendment S04: Additional funding in support of watershed protection and improvement work, other than watershed protection grant fund or CCDWCD contract supporting HLLT.		1.00	30,000.00		30,000.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
17110	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	500.00		500.00 *
	Annual printer maintenance and parts (Fixed Cost, shared with Assessing and Code Enforcement Departments).					
17110	46210 - TELEPHONE & DATA - LANDLINE		1.00	2,100.00		2,100.00 *
	Land lines (Fixed Cost, shared with Assessing and Code Enforcement Departments) & supplies cellular phone service for Director and Planner & Engineer					
17110	46310 - ADVERTISING		1.00	7,500.00		7,500.00 *
	Legal advertisements for Planning Board meetings & notices for public announcements or community meetings in local papers					
17110	46410 - TRAVEL EXPENSES		1.00	3,000.00		3,000.00 *
	Travel expenses related to attendance and workshops, conferences, and meetings, including national conferences and/or regional meetings.					
17110	46510 - PRINTING		1.00	1,000.00		1,000.00 *
	Outsourced print jobs that cannot be done in-house, including the production of planning documents, business cards, signage					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
17110	46520 - COPY SERVICES		1.00	500.00		500.00 *
	<p>Shared contract with Assessing and Code Enforcement. Money is deducted by the Town Manager's Office based on the amount of photocopies made on the Code, Assessing and Planning printer/photocopier. This is for the routine printing and copying needs of the Department.</p>					
17110	46910 - TRAINING/CONFERENCES		1.00	3,000.00		3,000.00 *
	<p>Registration for various workshops, including American Planning Association (APA) National Conference, state conferences, computer training. Additional local conferences include APA Chapter Conference, specialized training sessions on such topics as stormwater management, development review, and specific planning topics.</p>					
17110	46920 - MEMBERSHIPS		1.00	1,800.00		1,800.00 *
	<p>Dues for professional associations, APA (National & Chapter), American Institute of Certified Planners (AICP), Maine Association of Planners (MAP), as well as National Society of Professional Engineers, American Society of Civil Engineers.</p>					
17110	47430 - OTHER EQUIPMENT & MACHINERY		1.00	700.00		700.00 *
	<p>This line is for equipment used by the department that are not supplies or books. In the past, money from line has been used for the purchase of items as the need arises, such as a letter folder, dictation equipment or a new office chair.</p>					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
TOTAL PLANNING SERVICES					400,099.00
17120 COMPREHENSIVE PLANNING					
17120 44400 - PROFESSIONAL SERVICES		1.00	30,000.00		30,000.00 *
					30,000.00
<p>These funds will pay for professional services related to high priority goal from the Comprehensive Plan Update adopted in the summer of 2017. Likely tasks may include an open space plan or to carry out a South Windham district study.</p>					
TOTAL COMPREHENSIVE PLANNING					30,000.00
17210 WEDC					
17210 41110 - REGULAR FULL-TIME					.00
17210 43100 - GENERAL SUPPLIES & MATERIALS					.00
17210 43220 - MOTOR FUELS - GASOLINE					.00
17210 43610 - BOOKS,MAPS,PUBLICATIONS					.00
17210 43710 - POSTAGE					.00
17210 44400 - PROFESSIONAL SERVICES					.00
17210 46210 - TELEPHONE & DATA - LANDLINE					.00
17210 46310 - ADVERTISING					.00
17210 46410 - TRAVEL EXPENSES					.00
17210 46510 - PRINTING					.00
17210 46520 - COPY SERVICES					.00
17210 46910 - TRAINING/CONFERENCES					.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
17210	46920 - MEMBERSHIPS					.00
17210	46930 - CONTRIBUTIONS TO AGENCIES		1.00	198,312.00		198,312.00 *
17210	46999 - WEDC BILLING OFFSET					.00
17210	47430 - OTHER EQUIPMENT & MACHINERY					.00
TOTAL WEDC						198,312.00
TOTAL DEVELOPMENT & CONSERVATION						628,411.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
80	HEALTH & WELFARE					
18100	SOCIAL SERVICES					
18100	41110 - REGULAR FULL-TIME		1.00	99,420.00		99,420.00 *
	Annual salaries and wages for two positions as authorized FTEs.					99,420.00
18100	43100 - GENERAL SUPPLIES & MATERIALS		1.00	1,500.00		1,500.00 *
	Supplies and Materials to include a new frost free freezer to replace one that is failing. Increase of \$1000 to cover cost of frost free freezer					1,500.00
18100	43220 - MOTOR FUELS - GASOLINE		1.00	500.00		500.00 *
	233 gallons of gasoline for 14 passenger mini-bus. 14 passenger mini-bus. Delivery expected August 2018.					500.00
18100	43710 - POSTAGE		1.00	200.00		200.00 *
	Postage for Thank You notes to donors of the Food Pantry.					200.00
18100	44400 - PROFESSIONAL SERVICES					.00
18100	46210 - TELEPHONE & DATA - LANDLINE		1.00	700.00		700.00 *
	Land line phone and reimbursement to G.A. Administrator for his phone (\$15/month)					700.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
18100 46410 - TRAVEL EXPENSES		1.00	350.00		350.00 *
Mileage reimbursement for travel to trainings/conferences.					
18100 46910 - TRAINING/CONFERENCES		1.00	375.00		375.00 *
Advanced G.A. Training, Maine Welfare Director's Association Conference for three staff members.					
18100 46920 - MEMBERSHIPS		1.00	150.00		150.00 *
Annual memberships to the MWDA (\$40 x 3) and the Good Shepherd Food Pantry (\$30)					
18100 46940 - GENERAL ASSISTANCE		1.00	40,000.00		21,000.00 *
Direct General Assistance reimbursed at 70% from the State of Maine (see revenue account 1000-3310) Funding is consistent with FY18 funding.					
		1.00	19,000.00		-19,000.00
Amendment C07: Reduction in GA, offsetting 70% reduction in state reimbursement in account 1000-33130.					
18100 46950 - SCHOLARSHIPS		1.00	12,000.00		12,000.00 *
Assistance for attendance at Parks and Recreation Summer Day Camp Increase by \$2000 to provide assistance to more children to attend the Summer Day Camp.					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
TOTAL SOCIAL SERVICES					136,195.00
18200 SOCIAL SERVICES AGENCY FUNDIN					
18200 46930 - CONTRIBUTIONS TO AGENCIES					74,000.00 *
Human Services Advisory Committee's recommendation to council for social service agency funding.		1.00	24,000.00		24,000.00
Amendment C05: Funding for elderly tax reimbursement program. Temporarily added to this account until a new org-object can be set up to separately account for this program.		1.00	50,000.00		50,000.00
TOTAL SOCIAL SERVICES AGENCY FUNDIN					74,000.00
TOTAL HEALTH & WELFARE					210,195.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
90	CAPITAL, DEBT & OTHER				
19100	CAPITAL EQUIPMENT				
19100	47430 - OTHER EQUIPMENT & MACHINERY	1.00	725,000.00	725,000.00	725,000.00 *
	<p>This account funds the town's capital equipment replacement plan. By planning for the acquisition and replacement of capital equipment over a multi-year cycle, the town is able to manage the amount of annual spending without spikes or troughs in the budget from year to year. The plan includes capital equipment - vehicles, mobile equipment, computers and other technology, and office and other equipment - based on the current mission of the various departments and offices, and current estimated prices. The plan is updated annually to reflect adjustments in both mission and pricing, and uses a combination of pay-as-you-go (i.e. cash) and lease-purchase financing.</p>				
	TOTAL CAPITAL EQUIPMENT				725,000.00
19200	ROAD IMPROVEMENTS				
19200	41120 - REGULAR PART-TIME				.00
19200	46990 - CONTRACTED SERVICES - OTHER	1.00	1,150,000.00	1,150,000.00	1,150,000.00 *
	<p>This account is used for capital improvements on the roads. This would include drainage improvements, reclaiming road surfaces, paving, major equipment rental needed for road projects, engineering, and all related materials pertaining to the job.</p> <p>Refer to the Capital Road Improvements spreadsheet and</p>				

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
project descriptions.						
19200	47310 - OTHER IMPROVEMENTS					.00
TOTAL ROAD IMPROVEMENTS					1,150,000.00	
19300	BUILDING & FACILITIES IMPRVMT					
19300	44400 - PROFESSIONAL SERVICES					.00
19300	46990 - CONTRACTED SERVICES - OTHER		1.00	150,000.00	150,000.00	150,000.00 *
	This account provides for services and materials for major improvements and repairs to town owned land and buildings, contributions to land and building improvement funds that carry over from year to year for larger projects.					
19300	47430 - OTHER EQUIPMENT & MACHINERY					.00
19300	48100 - TRANSFER TO TIF FUNDS		1.00	445,665.00	445,665.00	445,665.00 *
	This account serves as a pass-thru account for TIF funds that are collected as tax revenue in the general fund and appropriated to their respective TIF funds.					
TOTAL BUILDING & FACILITIES IMPRVMT					595,665.00	
19400	LAND & FACILITIES IMPRVMT					
19400	46990 - CONTRACTED SERVICES - OTHER		1.00	162,500.00	90,000.00	162,500.00 *
	Account 19400 was established in fiscal 2014 to account for appropriations dedicated to the acquisition and development of parks, playing fields, and related facilities. The two object accounts that comprise 19400 are for contracted services and land acquisition, allowing both for acquiring new property for parks, playgrounds, and preserves, and					

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
contracted services and other expenses to develop them.					
The recreation capital facilities investment plan is attached for account 9140. In fiscal 2015 the total for the remaining nine years of the plan was annualized in the summary spreadsheet instead of following the year to year fluctuations.		1.00	72,500.00		-72,500.00
Reduced in the manager's proposal to be offset by impact fees, for continued development of Lippman Park, playground equipment and septic improvements at Dundee Park, an ice skating rink and warming hut at a location to be determined, and other qualifying new/expanded recreation facilities.					
19400 47110 - LAND ACQUISITION					.00
See note for 19400-46990		1.00	162,500.00		162,500.00
Reduced to zero in the manager's proposal.		1.00	162,500.00		-162,500.00
TOTAL LAND & FACILITIES IMPRVMT					90,000.00
19500 DEBT SERVICE					
19500 47510 - DEBT - PRINCIPAL					233,400.00 *
2003 Road Bonds		1.00	150,000.00		150,000.00
2016 SWFS Bonds		1.00	83,400.00		83,400.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
19500 47520 - DEBT - INTEREST					239,673.00 *
2003 Road Bonds		1.00	35,625.00		35,625.00
2016 SWFS Bonds		1.00	44,048.00		44,048.00
2018 SMF Bonds		1.00	160,000.00		160,000.00
TOTAL DEBT SERVICE					473,073.00
19700 SEWER					
19700 46960 - PWD ASSESSMENT					.00
Moved to Sewer Fund (see org 22110) for FY 2019.		1.00	.00		.00
TOTAL SEWER					.00
19910 GENERAL CONTINGENCY					
19910 43100 - GENERAL SUPPLIES & MATERIALS					150,000.00 *
This is one of two contingency funds included in the annual budget and offset by fund balance (i.e. no additional property taxes were raised to fund it). The purpose of this account is to provide flexibility to the Council in dealing with unforeseen problems or opportunities without seeking a supplemental appropriation by calling a special town meeting.		1.00	150,000.00		150,000.00
TOTAL GENERAL CONTINGENCY					150,000.00
19920 ENERGY & WEATHER EMERG FUND					
19920 43100 - GENERAL SUPPLIES & MATERIALS					150,000.00 *
This is one of two contingency funds included in the annual budget and offset by fund balance (i.e. no additional property taxes were raised to fund it). It was established specifically to address the		1.00	150,000.00		150,000.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
GENERAL FUND

challenges presented by an unusually severe winter and expenses such as overtime and road salt in public works, or to deal with energy price spikes without adding unnecessarily to department budgets and without seeking a supplemental appropriation by calling a special town meeting.

VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
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TOTAL ENERGY & WEATHER EMERG FUND				150,000.00
TOTAL CAPITAL, DEBT & OTHER				3,333,738.00
TOTAL GENERAL FUND	18,552,750.00			

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
SEWER FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
00	UNDEFINED					
22110	SEWER FUND					
22110	46960 - ASSESSMENT		1.00	380,628.00		380,628.00 *
	Payments to the Portland Water District for operating and capital costs associated with the South Windham sewer system and Little Falls Wastewater Conveyance.					380,628.00
22110	46990 - CONTRACTED SERVICES - OTHER		1.00	.00		.00
	Funds to continue wastewater planning in North Windham, planned to be offset by the anticipated sale of WEDC's Anglers Road property and repayment of its loan to the town.					.00
TOTAL SEWER FUND						380,628.00
TOTAL UNDEFINED						380,628.00
TOTAL SEWER FUND					380,628.00	

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:
RECREATION PROGRAM FUND

		VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
00	UNDEFINED					
22120	RECREATION PROGRAM FUND					
22120	41120 - REGULAR PART-TIME		1.00	94,500.00		94,500.00 *
	Includes summer camp seasonal staff, summer track program staff, per diem van drivers, gym supervisors and programmers. All wages covered by user fees.					94,500.00
22120	42220 - PAYROLL TAX		1.00	10,000.00		10,000.00 *
	Wage-driven benefit costs for program staff.					10,000.00
22120	43100 - DAY CAMP SUPPLIES		1.00	5,000.00		5,000.00 *
	All equipment, arts and craft supplies, t-shirts for day camp programs.					5,000.00
22120	43101 - SUPPLIES - OTHER		1.00	7,000.00		7,000.00 *
	Supplies and material for all other programs. Increase reflects growth in program offerings for all ages					7,000.00
22120	43220 - MOTOR FUELS - GASOLINE		1.00	2,500.00		2,500.00 *
	Vehicle fuel, yearly anticipated use and amount necessary for the Recreation Vans. Increased by \$1000.00 to account for increased use of vans for senior trips and all other programs					2,500.00

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:

RECREATION PROGRAM FUND

22120 44400 - PROFESSIONAL SERVICES

VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
	1.00	4,000.00		4,000.00 *

Professional Services - Credit card assignment fees for in-office use of credit card and on-line registration system:

This account reflects both the credit card fees that are paid by people using their credit card when they come into the office (this fee gets absorbed) and for those people using their credit credit card when registering on-line through the registration software (this fee gets passed onto the customer).

22120 45320 - VEHICLE MAINTENANCE SERVICES

	1.00	2,500.00		2,500.00 *
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Vehicle maintenance, typical and annual maintenance check for (2) Vans. Anticipated shared use of a third van with Social Services

22120 46989 - CONTRACTED SERVICES - DAY CAMP

	1.00	32,000.00		32,000.00 *
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All contracted services for day camp programs. Accounts for additional programs being offered and increased levels of participation (i.e. swim lessons, Video Production Club, other enrichment programs) - has an associated user fee with most of these programs other than camp special events

22120 46990 - CONTRACTED SERVICES - OTHER

	1.00	48,000.00		48,000.00 *
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Contracted services for all programs and services other than Day Camp that have an associated user fee

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PROJECTION: 19001 FY 2019 PROPOSED

ACCOUNTS FOR:

RECREATION PROGRAM FUND

22120 46991 - COMMUNITY EVENTS

VENDOR	QUANTITY	UNIT COST	2019	ADOPTED
	1.00	10,000.00		10,000.00 *

Community special events-all expenses for special events during the year that there is no associated user fee: Summer Concert Series, Halloween Party, Community Tree Lighting, Seasonal celebrations, Trail events

Increase reflects new events that have been introduced and growth in existing events

22120 46992 - SENIOR PROGRAMMING

	1.00	7,000.00		7,000.00 *
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Senior programs- all expenses for senior programs during the year.

Increased by \$1000.00 to account for continued growth in senior programs

TOTAL RECREATION PROGRAM FUND

222,500.00

TOTAL UNDEFINED

222,500.00

TOTAL RECREATION PROGRAM FUND

222,500.00

GRAND TOTAL

19,155,878.00

** END OF REPORT - Generated by Tony Plante **