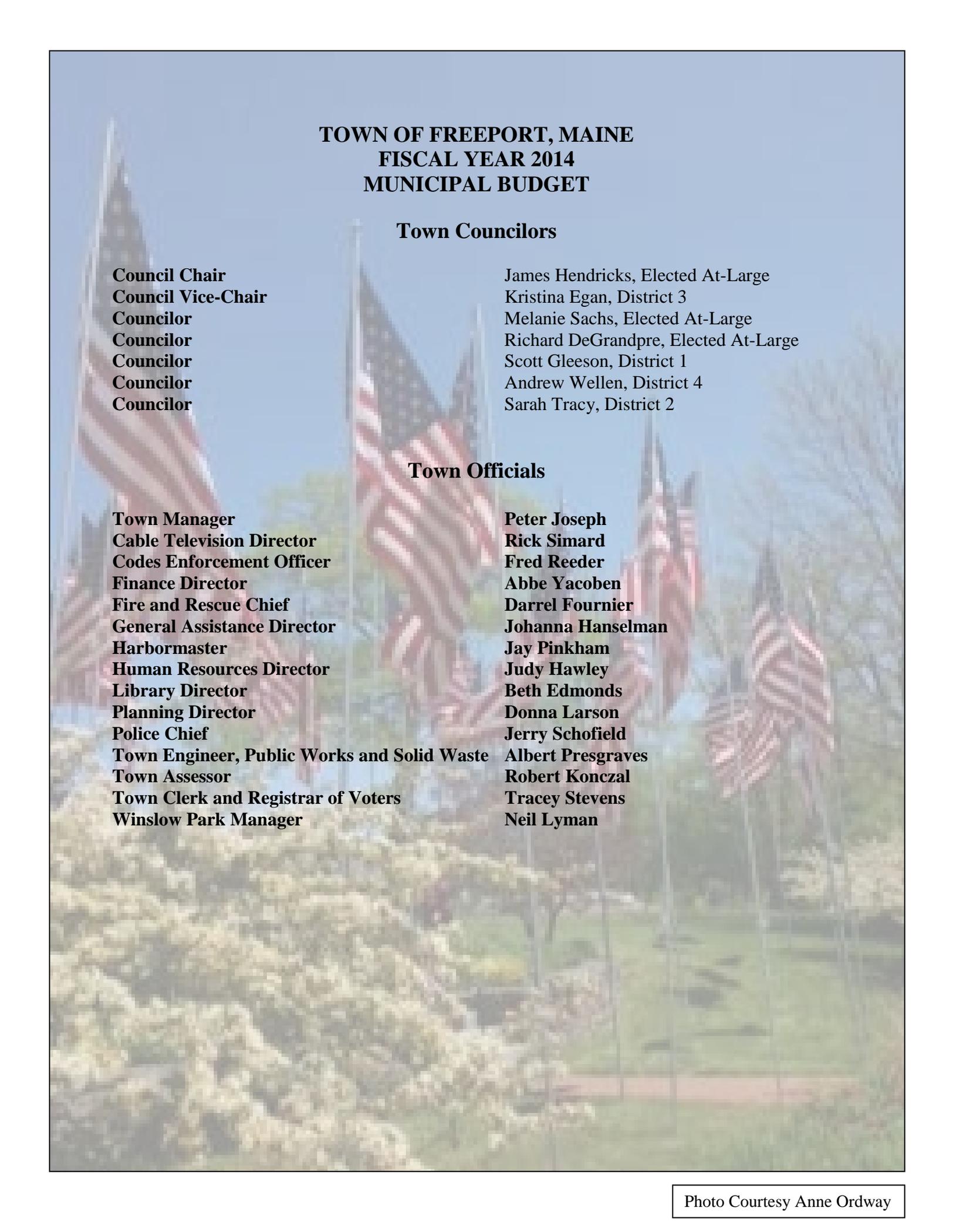


Town of Freeport 2013-2014 Municipal Budget



All cover photos courtesy of Town staff except the bottom left photo which is courtesy of Paul Cunningham and the bottom right photo which is courtesy of Anthony Debruyn.

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**TOWN OF FREEPORT, MAINE
FISCAL YEAR 2014
MUNICIPAL BUDGET**

Town Councilors

Council Chair
Council Vice-Chair
Councilor
Councilor
Councilor
Councilor
Councilor

James Hendricks, Elected At-Large
Kristina Egan, District 3
Melanie Sachs, Elected At-Large
Richard DeGrandpre, Elected At-Large
Scott Gleeson, District 1
Andrew Wellen, District 4
Sarah Tracy, District 2

Town Officials

Town Manager
Cable Television Director
Codes Enforcement Officer
Finance Director
Fire and Rescue Chief
General Assistance Director
Harbormaster
Human Resources Director
Library Director
Planning Director
Police Chief
Town Engineer, Public Works and Solid Waste
Town Assessor
Town Clerk and Registrar of Voters
Winslow Park Manager

Peter Joseph
Rick Simard
Fred Reeder
Abbe Yacoben
Darrel Fournier
Johanna Hanselman
Jay Pinkham
Judy Hawley
Beth Edmonds
Donna Larson
Jerry Schofield
Albert Presgraves
Robert Konczal
Tracey Stevens
Neil Lyman



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Freeport
Maine**

For the Fiscal Year Beginning

July 1, 2012

Christopher P. Moynill *Jeffrey P. Egan*

President

Executive Director

**TOWN OF FREEPORT, MAINE
MUNICIPAL BUDGET FY 2014
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The Town of Freeport-A Brief History and Community Overview

The Town of Freeport was “set off” from North Yarmouth in 1789, as at that time it had enough people to establish its own church. While Freeport was settled in the seventeenth century, population growth accelerated in the eighteenth century, as the deep indentations of the peninsulas caused there to be much attractive waterfront property. In addition, before the rail came to Freeport in 1849, the sea was a major method of transportation in Freeport and Casco Bay. The waterfront is still an active and vibrant part of Freeport; where ships were once built there is a large marina and where there was a fish packing plant now stands the Harraseeket Yacht Club.¹

Today, Freeport serves as a retail and commercial hub of Southern Midcoast Maine. In 1911, Leon Leonwood Bean began making the now famous “Bean Boots” of rubber sole and leather upper materials. Costing just \$3.50 per pair, these were first tailored to hunters, but became so popular they are still in production and commonly worn today.² In fact, shoe manufacturing was a large portion of Freeport’s business from



Photo Courtesy Freeport Historical Society

the late 1800s through the mid-1960s; at the height of Freeport’s manufacturing era, the Town was home to eight shoe factories which employed more than 1,000 workers. During that time, Freeport’s downtown included several grocery, clothing, and shoe stores as well as a bank, restaurants, a movie theater, a bowling alley, gas stations, and many other shops.³

While things have changed since the 1800s, Freeport continues to have a vibrant downtown which attracts millions of tourists each summer, many thriving businesses, and residential growth outside the downtown, but has not been immune to the national economic downturn. For example, at the height of residential growth in 2005, the Town issued 85 new building permits, and only issued 58 during FY 2012.

In the spring of 2011, the Town Council approved an expenditure of up to \$2.3 million from fund balance for the construction of athletic fields on Hunter Road in the Western section of Town. The new construction is complete, and includes 19 acres of playing fields (four multi-use and three baseball/softball) and 15 acres of trails that will connect the Hunter Road Fields to the Hedgehog Mountain trails. In addition, during FY 2013 and continuing into FY 2014, the Town contracted the construction of a 1,600 square foot field house on the site for increased usage.

¹ (Freeport Historical Society 1996, Introduction Page)

² (Freeport Historical Society 1996, Page 48)

³ (Bonney 2009)

In April of 2009, Berenson Associates in partnership with L.L. Bean, opened a 550 car parking garage and 118,000 sq ft of new retail and restaurant space. As of June 30th, 2010, this complex



was approximately 60 percent full, and as of June 30th, 2011, it was approximately 90 percent occupied, and as of April, 2013 when Old Navy clothing store opened, the complex was 100 percent occupied. While information regarding lease rates is not public information,

Photo Courtesy Berenson Associates

Berenson Associates reports that lease rates have been competitive with local rates. The total project including the parking garage and retail space cost approximately

\$45 million. The Town has entered into a TIF credit enhancement agreement with the developer to assist with a maximum of \$17.5 million over 20 years toward the public parking garage portion of the development.

In addition to the new retail and parking garage space, during the spring and summer of 2011, Berenson had begun construction of a new movie theater. The theater opened in November of 2011, and features six screens and 700 seats with the newest high-definition 3-D technology.

The Northern New England Passenger Rail Authority received a \$35 million federal ARRA (American Recovery and Reinvestment Act) grant for the construction of passenger rail infrastructure from Brunswick to Portland with a stop in Freeport for service which began on November 1st, 2012. Since the train began traveling to Freeport, ridership has been impressive, with 9,361 riders between November 1st, 2012 and June 30th, 2013.



Photo courtesy Town staff

In addition, the Maine Beer Company opened up a large 6,000 square foot brewing facility on Route 1 South; this adds to the growing number of specialty foods producers in Freeport. The Town is proud of this new light-manufacturing niche.

The national retailer Gap has a retail outlet store in Freeport; the building underwent a major renovation and addition of 10,000 square feet and now also houses an American Eagle clothing store.

The photo at the left shows the GAP building in blue and the beige addition is now the American Eagle outlet store.

In addition, Freeport's downtown storefront vacancy rate remains lower than that of other Southern Maine communities, which makes Freeport highly desirable for new retail businesses. Vacancy rate data is difficult to capture on any given date due to the different organizations tracking the information, but it is estimated that the average vacancy rate in Southern Maine retail districts is between ten and 15 percent. Freeport's downtown vacancy rate as of June 30th, 2012 was only 12.2% of total storefront space. This has decreased from approximately 13.9% as of June 30th, 2011, and 14.7% at June 30th, 2010, and any downward movement during tough economic times is considered positive.

The most current list of the Town's top ten tax payers, their valuation, and tax in dollars and then as a percentage of the total tax levy is listed below.

Town of Freeport
Top Ten Taxpayers Breakdown
As of April 1, 2012

#	Taxpayer	Real Estate	Personal Prop.	Total Valuation	0.01545 Tax	% of levy
1	BEAN L L INC	140,717,200	49,898,542	190,615,742	2,945,013	13.96
2	BERENSON ASSOCIATES INC	34,305,300		34,305,300	530,017	2.51
3	HARRASEEKET INN INC	7,709,900	749,397	8,459,297	130,696	0.62
4	DOVER PROPERTIES LLC	7,663,200	591,365	8,254,565	127,533	0.60
5	W/S FREEPORT PROPERTIES LLC	8,083,300		8,083,300	124,887	0.59
6	NEW HUDSON ASSOCIATES	6,662,700		6,662,700	102,939	0.49
7	FREEPORT GROUP LLC	6,235,200		6,235,200	96,334	0.46
8	CENTRAL MAINE POWER CO	5,605,700		5,605,700	86,608	0.41
9	FREEPORT PREMIUM LLC	5,423,800		5,423,800	83,798	0.40
10	88 MAIN STREET FREEPORT LLC	4,868,200		4,868,200	75,214	0.36

Total valuation of Top Ten \$ 278,513,804

Total taxes of Top Ten @15.45 per thousand \$ 4,303,038

Total Town taxable valuation \$ 1,365,767,145

Percentage of valuation carried by Top Ten 20.4%

Source: Town of Freeport Assessing Data

Current Statistics

Per the 2010 Census, the Town's population was 7,879, with the median age being 44.6 years old. The total number of housing units is 3,690 and of those, 2,693 were owner-occupied. The number of people graduating college or higher is 2,588 or 45 percent of the total; this is higher than the national average of 28.5 percent. Freeport's median income in 2011 dollars was \$63,564 versus the national average of \$50,502 per year. The work force in Freeport is relatively skilled as well, with 49 percent of people in the work force being in management, business, science, and arts occupations while the national average is just 40 percent.⁴

⁴ (U.S. Census Bureau)

Town of Freeport Statistics
Source: U.S. Census Bureau-Fact Sheet-American FactFinder

	Freeport Amount	Freeport Percentage	National Average
Total Population	7,879	N/A	N/A
Median Age	44.6	N/A	37.3
Average Household Size	2.4	N/A	2.64
Total Housing Units	3,690	N/A	114,991,725
Owner-occupied Housing Units	2,693	77.70%	65.10%
Renter-occupied Housing Units	773	22.30%	34.90%
Vacant Housing Units	420	10.80%	N/A
High School Graduate or Higher (Population 25 and Over)	5,483	95.00%	85.90%
Bachelor's Degree or Higher	2,588	45.00%	28.50%
In Labor Force (Population 16 Years and Over)	4,345	69.90%	64.00%
Mean Travel Time to Work in Minutes (Workers 16 Years and Older)	23.3	N/A	25.5
Median Household Income in 2011 Dollars	\$ 63,564	N/A	\$ 50,502
Mean Household Income in 2011 Dollars	\$ 84,688	N/A	N/A
Per Capita Income	\$ 37,473	N/A	\$ 26,708
Management, business, science, and arts occupations	2,081	49.20%	39.50%
Service Occupations	511	12.10%	21.70%
Sales and Office Occupations	1,130	26.70%	32.20%
Natural Resources, Construction, and Maintenance Occupations	254	6.00%	0.90%
Production, Transportation, and Material Moving Occupations	255	6.00%	5.70%

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U.S. Census Bureau. "U.S. Census Bureau American FactFinder." www.factfinder.census.gov.

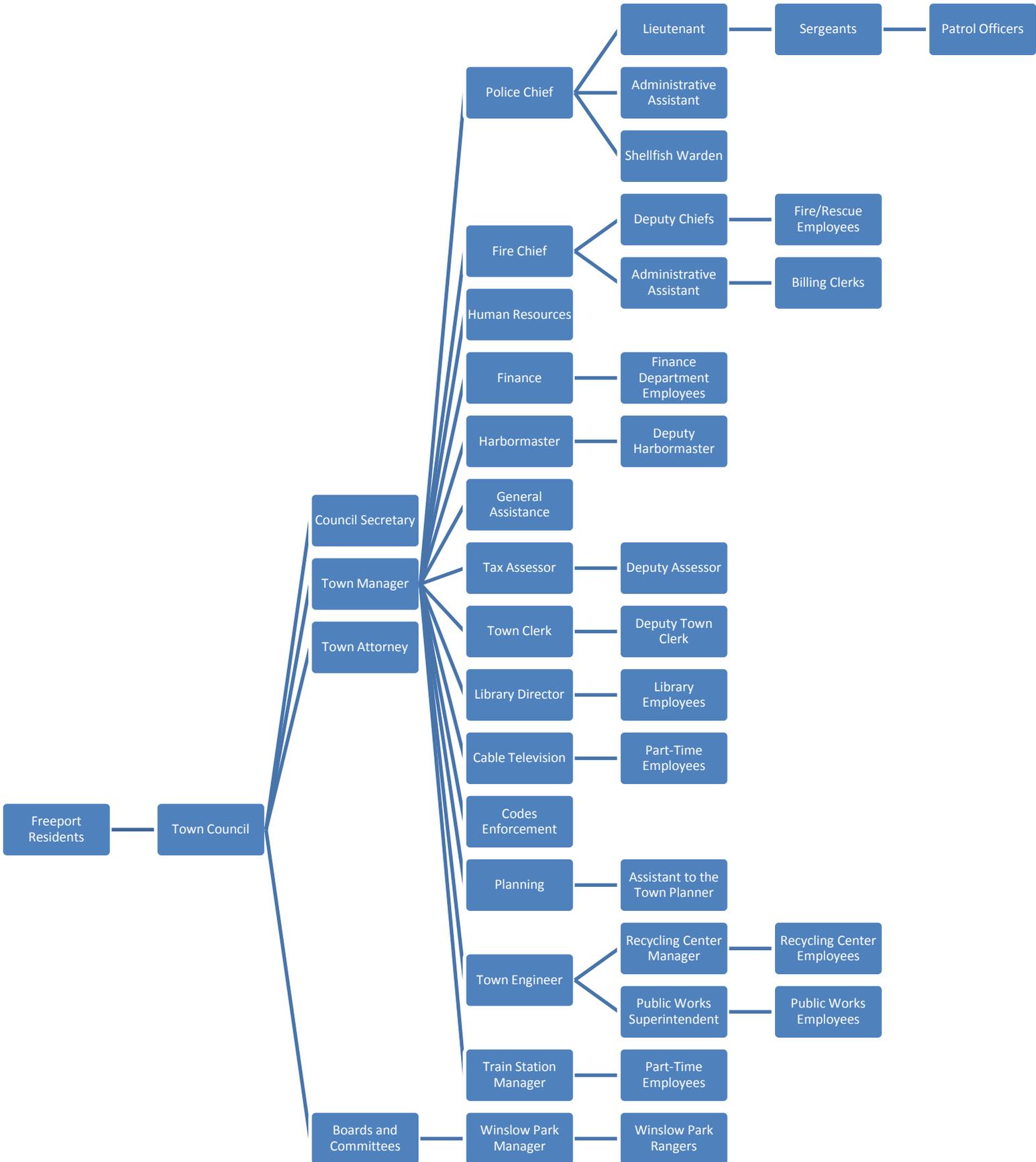
Form of Government

The Town was given a Charter in 1976, and went from a selectman/Town meeting form of government to a Council/Manager form. The Town is very fortunate, and has only had three managers since the change 35 years ago; one of those managers remained in Freeport for 30 years. The Town has seven councilors, with four coming from one of the Town's voting districts and three being elected "at large" from throughout the community. Each year, the council elects a chairperson, and while the chair presides over the meetings, all councilors have the same legislative authority. The council's role is to set policy, and the Town manager ensures that these policies are implemented and followed. The Town currently employs approximately 60 full-time employees and 150 part-time and seasonal employees throughout the year. A Townwide organization chart is located on page 12.

In addition, the Town added two new services during FY 2013 and both are being shown as general fund expenditures during FY 2014. The Hunter Road Fields maintenance fund had been paid from the capital fund during construction, as \$180,000 of the Town's \$2.3 million and LL Bean's \$500,000 commitment to the project were to be spent on maintenance. These funds will be exhausted during FY 2014; the Town budgeted the \$118,000 for the fields' annual maintenance, and will transfer any remainder from the \$180,000 into the general fund to offset these expenditures. The estimate of this transfer is \$34,000, and that is shown in "transfers in" in income.

The second new department being recognized in the general fund for a full year is the train station; on November 1st, 2012, the Town officially opened its train station as a stop on the Amtrak Downeaster service from Boston to Brunswick. The annual budget for all snow removal, staffing, and total operation of the station is budgeted to be \$105,000 for FY 2014. This is the station's first full year in operation; staff will be watching this budget closely and prepared to make necessary changes for the FY 2015 budget as needed. It is notable that the contract for snow removal and maintenance of the facility will expire in 2015; this figure could change for the FY 2016 budget if bid prices change significantly. Currently, the snow removal contract budget is \$33,000 for FY 2014.

Town of Freeport Organizational Chart FY 2014



**Town of Freeport
Historic Staffing Levels-Five-Year Comparison**

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	
					Full-Time	Part-Time
Council	7	7	7	7		7
Town Manager	1.1	1.1	1	1.5	1	
General Administration	1.15	1.15	1.15	1.15	1	0.15
Finance Department	4.12	4.12	4.12	4.2	4	0.25
Assessing	2	2	2	2	2	
Town Clerk	1.67	1.67	1.8	1.8	1	0.75
General Assistance	1	1	1	1	1	
Community Library	8.55	8.05	7.8	8.8	6	3.6
Planning and Codes	3	3	3	3	3	
Cable Television	1.3	1.3	1.3	1.3	1	0.3
Fire Department	6.3	6.3	6.3	8.3	3	5.3
Police Department	14	14	14	13.2	13	2
Police Dispatch	4.4	4.4	0.75	1	0.5	0.5
Special Enforcement	1	1	1	1	1	
Coastal Waters Commission	1.15	1.15	1.15	1.15	1.15	
Rescue Department	5.2	5.2	5.2	5.2	3	2.2
Public Works	11	11	11	10.5	10	0.5
Town Engineer	1	1	1	1	1	
Train Station	N/A	N/A	N/A	1		1.5
Municipal Buildings	1.6	1.6	1.6	1.6	1.5	0.1
Solid Waste and Recycling	2.8	2.8	2.8	2.8	2.6	0.2
Winslow Park	4.5	4.5	4.5	4.5	0.5	4
Non-Emergency Transport	11	11	11	11	1.5	9.5
Totals	94.84	94.34	90.47	93	58.75	36.35

Town of Freeport

July 1, 2013-June 30, 2014

The General Fund-Total Budget \$8,978,235

Highlights:

On a \$200,000 home, this increase will be approximately \$10 per year in cost for municipal services.

This budget includes:

1. Amtrak Rail Station which will allow more travelers of all types, tourists and commuters-\$105,000
2. Hunter Road Fields includes a new field house and numerous playing fields of all types-\$118,000
3. A new K-9 program in the police department; residents and businesses have been very generous and funded the FY 2014

Town of Freeport Summary of Revenues and Expenditures-Funds Subject to Appropriation

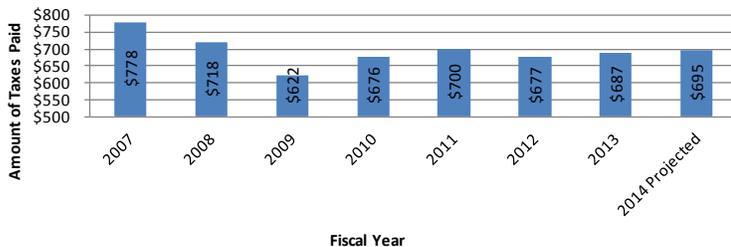
	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 2013	Budget FY 2014	Increase (Decrease)	% Change
Beginning Fund Balance	\$ 9,305,192	\$ 8,182,907	\$ 9,181,981	\$ 8,376,469	\$ 8,469,773		
Revenues							
Taxes	\$ 20,256,934	\$ 20,709,530	\$ 20,729,648	\$ 21,201,078	\$ 21,577,346	\$471,430	2.27%
Licenses, Permits, and Fees	\$ 469,249	\$ 540,012	\$ 583,441	\$ 653,247	\$ 617,690	\$69,806	11.96%
Intergovernmental	\$ 1,242,386	\$ 1,214,556	\$ 1,273,455	\$ 1,290,109	\$ 1,207,103	\$16,654	1.31%
Charges for Service	\$ 605,923	\$ 673,534	\$ 781,246	\$ 574,569	\$ 634,641	(\$206,677)	-26.45%
Fees and Fines	\$ 97,664	\$ 106,577	\$ 96,935	\$ 98,900	\$ 92,900	\$1,965	2.03%
Unclassified	\$ 459,994	\$ 78,599	\$ 808,811	\$ 58,155	\$ 164,084	(\$750,656)	-92.81%
Investment Earnings	\$ 164,124	\$ 83,373	\$ 26,215	\$ 20,000	\$ 35,000	(\$6,215)	-23.71%
Total Revenues	\$ 23,296,274	\$ 23,406,181	\$ 24,299,751	\$ 23,896,058	\$ 24,328,764	\$ (403,693)	-1.66%
Expenditures							
General Government	\$ 1,232,765	\$ 1,355,455	\$ 1,408,316	\$ 1,755,036	\$ 1,847,570	\$ 346,720	24.62%
Public Safety	\$ 2,366,114	\$ 2,434,540	\$ 2,541,762	\$ 2,788,483	\$ 2,834,284	\$ 246,721	9.71%
Public Works	\$ 1,855,111	\$ 1,906,075	\$ 1,913,850	\$ 2,069,526	\$ 2,319,956	\$ 155,676	8.13%
Community Services	\$ 810,690	\$ 975,279	\$ 891,253	\$ 744,168	\$ 815,383	\$ (147,085)	-16.50%
Education	\$ 12,985,533	\$ 13,104,454	\$ 13,275,403	\$ 13,631,935	\$ 14,291,054	\$ 356,532	2.69%
Insurance and Fringe Benefits	\$ 1,319,109	\$ 1,263,898	\$ 1,389,619	\$ 1,426,300	\$ 1,506,400	\$ 36,681	2.64%
Unclassified	\$ 1,293,562	\$ 1,358,087	\$ 1,262,186	\$ 1,217,099	\$ 1,205,397	\$ (45,087)	-3.57%
Capital Outlay	\$ 1,197,231	\$ 1,302,170	\$ 4,151,716	\$ 1,947,650	\$ 945,100	(\$2,204,066)	-53.09%
Debt Service	\$ 705,347	\$ 700,714	\$ 593,159	\$ 493,207	\$ 293,220	\$ (99,952)	-16.85%
Total Expenditures	\$ 23,765,462	\$ 24,400,672	\$ 27,427,264	\$ 26,073,404	\$ 26,058,364	\$ (1,353,860)	-4.94%
Other Financing Sources/(Uses)	\$ (653,097)	\$ 1,993,565	\$ 2,322,001	\$ 2,270,650	\$ 1,790,100	\$ (51,351)	-2.21%
Change in Fund Balance	\$ (1,122,285)	\$ 999,074	\$ (805,512)	\$ 93,304	\$ 60,500	\$ 898,816	-111.58%
Ending Fund Balance	\$ 8,182,907	\$ 9,181,981	\$ 8,376,469	\$ 8,469,773	\$ 8,530,273	\$ 93,304	1.11%

The Capital Projects Fund

includes almost \$1 million in non-routine purchases or infrastructure improvements costing more than \$5,000. The plan is funded by the Town's reserve funds and includes such items as five new Lifepack cardiac monitors, a new sidewalk plow, a new compactor at the landfill, and green crab eradication science project among many other items. The five-year capital program was adopted on April 23rd, 2013, and the first-year appropriation was made on June 4th, 2013. This full budget can be viewed online at www.freeportmaine.com under the finance department budget section.

Municipal Rate on a \$200,000 Home

Note: The home value was reduced during FY 2011 by 15% to \$170,000 to accommodate declining real estate values



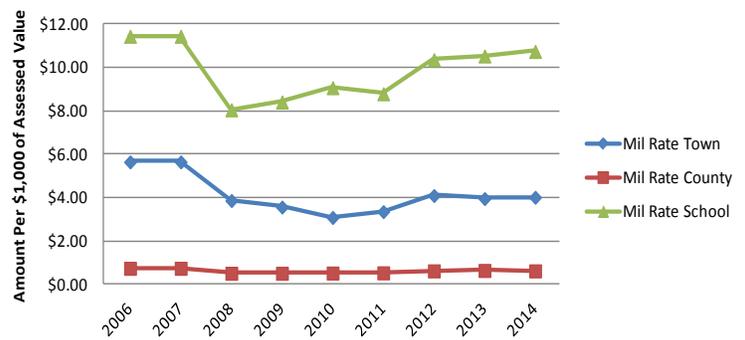
Budget In-Brief FY 2014 Budget Highlights

The non-emergency transport fund allows residents who do not have an emergency but need transportation to a doctor's appointment or medical procedure to be transported via Freeport ambulance. The fund generates approximately \$550,000 in income annually.

The Destination Freeport Tax-Increment Financing District includes the downtown Village area, and generates \$262,250 in annual tax revenue to support economic development and downtown infrastructure projects. During FY 2014, the fund will support economic development via the Freeport Economic Development Corporation and Chamber of Commerce in the amount of \$121,000, improve intersection traffic flow at the School and Main Streets intersection, and fund half of a sidewalk plow (the other half is included in the public works capital program) to improve efficiency in downtown sidewalk snow plowing.

The Winslow Park special revenue fund includes \$255,000 in annual park entrance and camping fees. The Winslow Park Commission has made a FY 2014 priority of upgrading the bath house facilities to improve ventilation and install energy-efficient lighting. The Park has just completed a large-scale erosion control and subsequent staircase reconstruction project in order that the Park will be as beautiful as it is today for decades to come. The Park's website and campground reservations can be found at www.freeportmaine.com under the Winslow Park link.

Property Tax Levy History





To: Honorable Town Councilors
From: Peter Joseph, Town Manager
 Abbe Yacoben, Finance Director
Re: FY 2014 Operating Budgets
Date: April 23rd, 2013

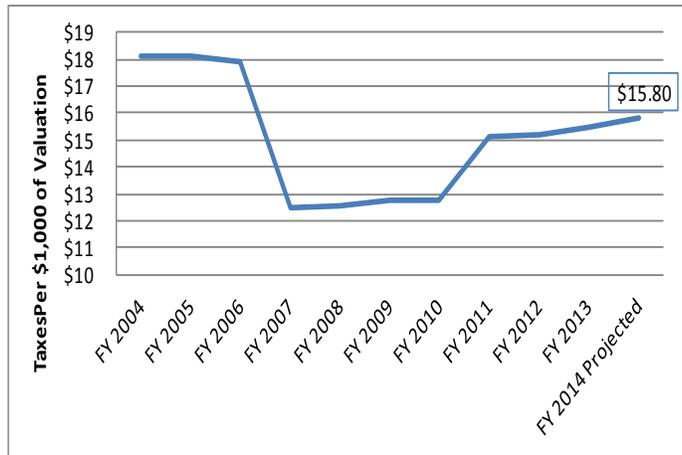
We are pleased to present the FY 2014 Operating Budgets for the Town of Freeport's general, Winslow Park, and Non-Emergency Transport funds. This was a difficult budget to prepare, as while we have seen improvements in the national economy, economic times are nowhere like they were in 2007-2008 when the nation entered the "Great Recession". In addition, the State's budget is could possibly include cuts to municipal revenue totaling approximately \$850,000. At this time, that "trickle-down effect" is the Town's largest uncertainty and would have the largest impact on the general fund budget and tax rate. It is our goal to maximize service levels and efficiency while maintaining the Council's goal of a minimal tax rate increase. While we do not have a final valuation report from the Town's assessor, nor the final RSU budget or tax amounts, we do have draft figures as follows for all three taxing bodies:

Town of Freeport Proposed Tax Changes FY 2014					
Entity	FY 2013 Tax Amount	FY 2014 Projected Tax Amount	Projected Mil Rate Impact	\$ Increase Over FY13	% Increase Over FY13
Cumberland County	\$ 831,619	\$ 858,284	\$ 0.0198	\$ 26,665	3.21%
RSU#5	\$ 13,631,935	\$ 13,987,599	\$ 0.2635	\$ 355,664	2.61%
Town of Freeport	\$ 4,787,521	\$ 4,856,458	\$ 0.0511	\$ 68,937	1.44%
Total Tax	\$ 19,251,075	\$ 19,702,341	\$ 0.3343	\$ 451,266	2.34%
Mil Rate Impact	0.000334271	33 cents per \$1,000 of value			

The FY 2013 mil rate, or the amount of tax raised per \$1,000 of valuation, is currently \$15.45. If the estimates listed above are passed into appropriations by the RSU Board and Town Council, the new mil rate will be \$15.80, or two percent above the current rate. The ten-year history of the Town's tax rate is listed in graphic as well as table format here. Please note that during 2007, the Town conducted a full-scale revaluation; the mil rate dropped from \$17.90 to \$12.50. In FY 2011, the Town's assessor recognized that

values had declined due to the real estate recession, and reduced all values for real property by 15 percent. The Town, RSU, and County all had the same service-level needs, and when the valuations declined, the mil rate increased to compensate for the lower values. This is the reason the mil rate increased from \$12.75 to \$15.15 between FY 2010 and FY 2011.

Ten-Year Mil Rate History		Impact on	
Fiscal Year	Mil Rate	\$218,000 Home	
FY 2004	\$ 18.10	\$	3,946
FY 2005	\$ 18.10	\$	3,946
FY 2006	\$ 17.90	\$	3,902
FY 2007	\$ 12.50	\$	2,725
FY 2008	\$ 12.56	\$	2,738
FY 2009	\$ 12.75	\$	2,780
FY 2010	\$ 12.75	\$	2,780
FY 2011	\$ 15.15	\$	3,303
FY 2012	\$ 15.20	\$	3,314
FY 2013	\$ 15.45	\$	3,368
FY 2014 Projected	\$ 15.80	\$	3,444



While the main focus is on the general fund for budgeting purposes, as it has the only impact on the Town’s tax mil rate, the Town budgets for the general fund, NET enterprise fund, Winslow Park and Tax Increment Financing District special revenue funds in addition to the capital projects fund. Their summaries are included in this transmittal letter with major factors in the budget process including legislative changes, large expenditures, fund balance projections, and Council priorities.

This has been a particularly challenging process, for the general fund in particular; the priorities for the budget were as follows:

1. Watch the State’s budget closely, as the current proposed budget includes cuts in municipal revenue sharing, general assistance, homestead exemptions for residents, and excise tax to a smaller degree.
2. Minimize the impact of the budget and municipal mil rate on the residents
3. Integrate the new full-year train station budget and Hunter Road recreation facility maintenance budget into the general fund without a large increase in the municipal mil rate.

While the past few budget years have been tough, and this was no exception, the Town did retire approximately \$173,000 in debt service principal payments during FY 2013. This reduction can be seen in the debt service (department 0800) in the general fund, and this is a primary reason the proposed municipal mil rate increase is only five cents, given other increases present in the proposed budget.

In some situations, these were almost conflicting goals, and it was difficult to balance the need for additional services at the train station and on the Hunter Road recreation facility with shrinking revenues and maintaining the mil rate. The new items and changes in the FY 2014 budget are shown in table format below, but it is notable that the Hunter Road recreation facility maintenance is expected to cost \$118,000; the net impact of the maintenance is \$84,000 for FY 2014 because there are funds still available from the original fund balance appropriation and L.L. Beans’ generous donation of \$500,000 totaling \$34,000. This is

shown as a transfer into the general fund budget as offsetting revenue. The new train station will be in operation for the first full year, and while there is offsetting revenue from Freeport USA's rent of approximately \$2,000, sale of advertising of \$4,800, and shared utilities with Freeport USA of \$2,500. The net increase of the train station operations to the general fund is \$43,150. Employee wage increases total approximately \$60,000; employees are scheduled to receive 1.65 percent increases during FY 2014. This is the average of the surrounding towns' wage increases, and has historically been the method of computing wage increases in for Freeport town employees. Step increases are scheduled to cost approximately \$34,000, and the police union grade increase is scheduled to cost approximately \$30,000 during FY 2014. As mentioned above, the Town retired two debt-service issues during FY 2013; the total of these principal payments totals \$173,000. The net increase of the general fund's budget is \$194,432, but the tax increase is only \$69,000 for FY 2014.

THE GENERAL FUND

While the tax increase is expected to be \$69,000 or 1.44 percent, the municipal operating budget has increased by \$226,000 or 2.58 percent from FY 2013 to FY 2014.

Historic Town of Freeport Municipal Budget Comparison				
Town of Freeport		Budget	\$ Increase	% Increase
FY 2011		\$ 8,439,961		
FY 2012		\$ 8,465,864	\$ 25,903	0.31%
FY 2013		\$ 8,758,553	\$ 292,689	3.46%
FY 2014 Proposed		\$ 8,984,485	\$ 225,932	2.58%
Excluding the County Tax and RSU #5 Tax				

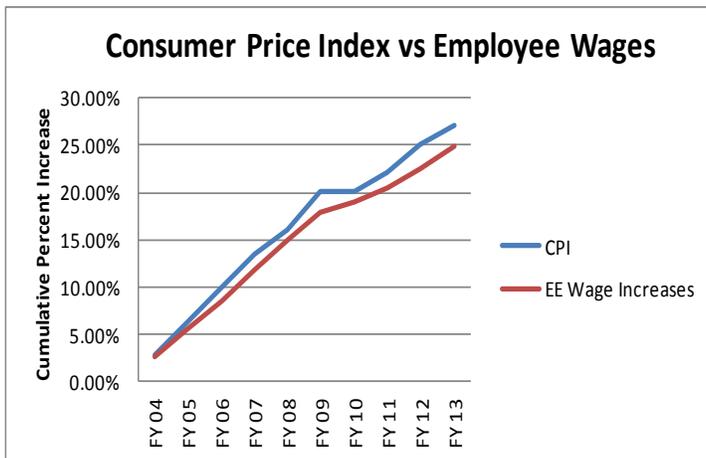
Council and staff priorities for the FY 2014 budget are to maintain service levels in the departments while operating the train station for a full year and bringing the Hunter Road recreation facility maintenance under the general fund's budget – all while minimizing increase to the tax rate. The municipal tax increase is budgeted at \$69,000, which equates to slightly more than five cents on the mil rate. We have rounded the figure to five cents for budget discussion purposes. The impact of the largest budget changes are listed below. Please note that this is not a comprehensive list of all budget changes, but merely a listing of the larger or new items.

SIGNIFICANT BUDGET CHANGES - DESCRIPTIONS AND IMPACTS

Major Budget Changes-FY 2014 General Fund				
Department	Budget Change	Reason	\$ Impact	Rate Impact
Revenue	Department Received One-Time Donation	Increase Staffing	\$ 20,000	\$ 0.014815
All	Salary Increases at 1.65 Percent	Annual Increases	\$ 60,000	\$ 0.044444
All	Step Increases for Eligible Employees	Per Salary Schedule	\$ 34,000	\$ 0.025185
Police	Grade Increases	Per Union Contract	\$ 30,000	\$ 0.022222
Train Station	Increase Net of New Revenue	Actual Cost of Operating Station	\$ 43,150	\$ 0.031963
Hunter Road Fields	New Maintenance Budget	Town Must Maintain Fields	\$ 84,257	\$ 0.062413
All	Retirement of Debt Service Principal	The Debt is Paid in Full	\$ (172,931)	\$ (0.128097)

Employee Wages Increases & Comparison to Consumer Price Index

As the reader may recall, during FY 2012, the Municipal Facilities Committee (subset of the Town Council) reviewed each department and made recommendations for the FY 2013 budget regarding staffing and service levels. However, if a staffing increase was recommended by the MFC, the staff in that department had to come up with creative revenue sources to offset the cost of the increase. The police department secured a one-time \$20,000 donation from an individual. That donation is included in the FY 2013 budget, but the revenue is not available in FY 2014.



Historic Comparison			
Consumer Price Index vs Employee Wages			
	CPI		EE Wage Increases
CY 03	2.82%	FY 04	2.65%
CY 04	3.46%	FY 05	3.00%
CY 05	3.65%	FY 06	2.90%
CY 06	3.61%	FY 07	3.20%
CY 07	2.56%	FY 08	3.26%
CY 08	3.99%	FY 09	2.85%
CY 09	0.02%	FY 10	1.20%
CY 10	1.97%	FY 11	1.50%
CY 11	3.05%	FY 12	2.00%
CY 12	1.95%	FY 13	2.34%
CY 13	1.95%	FY 14	1.65%
Average	2.64%	Average	2.41%

Note: It is assumed that the CY 2013 CPI will be the same as the CY 2012. This figure is not known at this time.

Historically, the staff wage increases have been computed based upon the average of several neighboring towns' wage increases. That average this year is 1.65 percent for non-union employees and 2.02 percent for the police union. The cost of these increases is approximately \$60,000. In addition, new employees receive step increases; these will cost approximately \$34,000, and the police union grade increase will cost

approximately \$30,000. The table and chart below show the comparison between the consumer price index (CPI) and the employee wage increases for non-union employees.

Freeport Train Station - Impact on Budget

An additional projected expenditure increase is that of the train station platform and station maintenance cost. The Northern New England Passenger Rail Authority (NNEPRA) has received a \$38.3 million federal grant to extend passenger rail service from Boston to Brunswick. The train began servicing Freeport in November of 2012, and FY 2014 will include the Town's first full year of train station and platform maintenance. The total budget is to be \$102,450, and the impact to the general fund net of offsetting revenue is \$43,150. The FY 2013 budget was \$50,000; this was for a prorated year of nine-months, as the train began daily service in November. The greatest unknowns during the FY 2013 budget process were the cost of the snow-removal/building maintenance contract and the number of volunteers able to staff the station. The snow-removal/maintenance contract is budgeted at \$31,500 per year, and the labor is approximately \$10,000 higher than expected. It can be difficult to get volunteers to arrive at 7 AM during the frigid winter months!

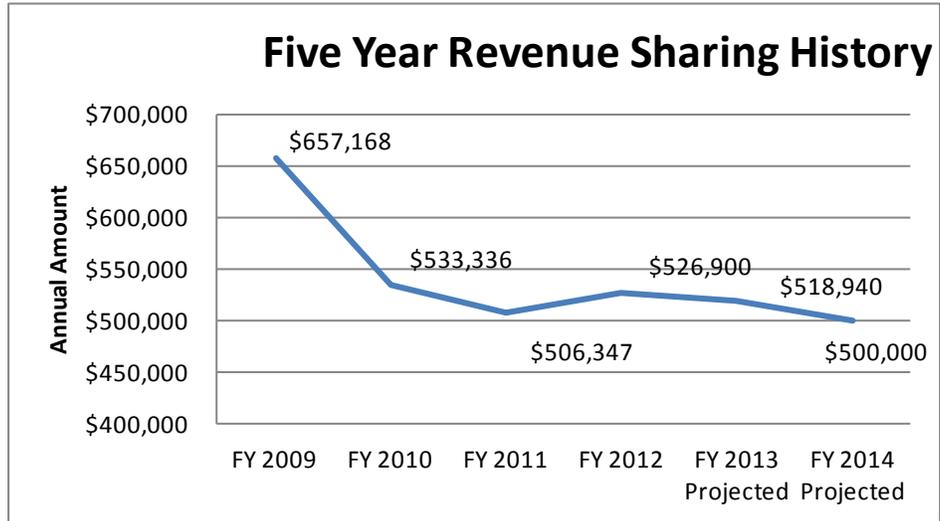
Hunter Road Fields Recreation Facility – Maintenance

Hunter Road recreation facility maintenance costs net of available funds is approximately \$84,000 for FY 2014; this will increase during FY 2015 when there are no funds available and the full \$120,000 will impact the general fund's budget. At the same time, most of these items are offset by the retirement of debt totaling \$173,000.

STATE-LEVEL, MARKET, AND OTHER SIGNIFICANT IMPACTS

State Revenue Sharing

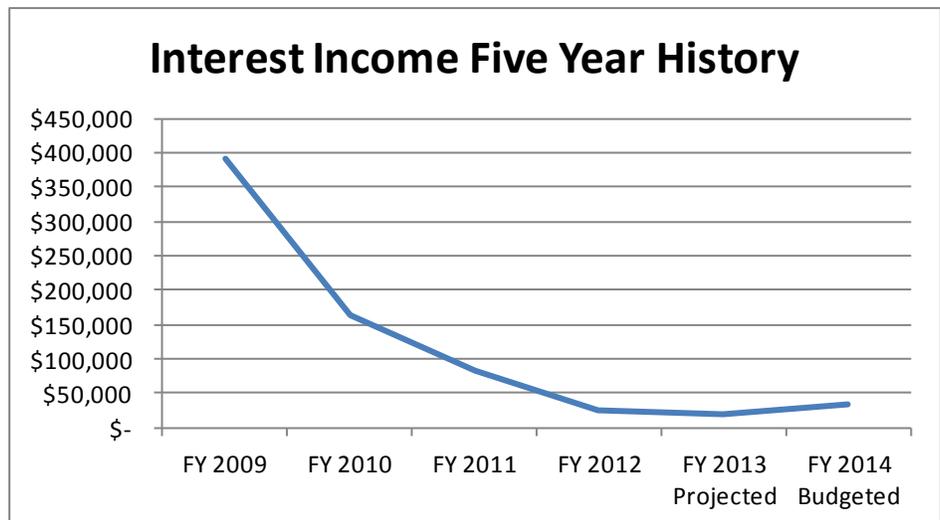
A large portion of the Town's general fund budget is revenue from the State of Maine; the current State budget proposal includes removing the State revenue sharing. Maine State Statute dictates that Towns are to receive five percent of the sales and income taxes received each year. These taxes are to be collected by the State and distributed based upon a valuation and population formula.



Historically, the Town has received approximately \$650,000 annually, but in the past four years, sales and income taxes have declined due to the economic downturn, and in addition, for FY 2014 the State legislature is discussing removing all revenue sharing. The Town has been working with other towns in Maine on the best method of showing this in municipal budgets. Since this plan has not been adopted and the municipal community has protested at legislative public hearings that this would be devastating to the local budgets and simply another tax shift from sales and income to property tax payers, the Town and the majority of other towns in the State are including revenue sharing in the municipal budgets. If this changes and the legislature removes municipal revenue sharing to fund its general fund, staff will return to the Council for further direction, as required by the Charter. A five year history of State Revenue Sharing is included here as a comparison between the Town's receipts when the program is fully-functional versus recent years' receipts.

Market Factors-Interest Income

In addition to the large declines in State revenues and cuts in welfare and the train station costs, the Town has been projecting significant declines in interest income. During FY 2009, the Town received \$393,000 in interest income; the FY 2012 projection is \$50,000, and the FY 2013 budget is \$50,000 and the projection is only \$20,000. This decline is due to the economic downturn; interest rates in low-risk



investments such as checking, savings, and certificate of deposit accounts have plummeted over the past four years. The Town's investment policy states that it invests its money (other than reserve and trust funds) in assets that preserve principal, cash-flow, and finally, give return. The Town's operating funds are invested in certificates of deposits and a nightly "sweep" account; the CDs are FDIC-insured and the "sweep" account is collateralized, and the majority of these investments are returning less than one percent of interest-per-year. A chart of the past five years' historic interest income receipts is listed here to illustrate the decline and impact on the general fund.

The Silver Lining - Health Insurance

The Town has been fortunate again during the FY 2014 budgeting process; there will be no increase to the health insurance line-item in the general fund. The Town participates in the Maine Municipal Employees' Health Trust. In 2008, the Health Trust began individually rating employers with 50 or more employees (versus the previous number of 75) for health insurance rates. The Town has more than 50 full-time employees, and is now individually rated. Town management has formed a very active "wellness" program in order to motivate staff to maintain a healthy lifestyle, and educate employees on common workplace illnesses, etc.. Participation in the wellness program is not mandatory, but the majority of employees participate in the program. This is one reason that the Town has underspent its health insurance budget for the past few years. Staff projects a five percent increase in health insurance, beginning six months into the fiscal year on January 1st, 2014. However, staff projects that the \$598,000 general fund health insurance budget is sufficient to accommodate the potential increase in addition to the new full-time employees proposed by the departments and the Municipal Facilities Committee. This will likely change during the FY 2015 budgeting process, as health insurance rates increase each year.

SUMMARY-THE MAJOR COST “DRIVERS” IN THE GENERAL FUND BUDGET

In summary, the FY 2014 general fund budget includes a full year of train station operation and maintenance, Hunter Road recreation fields maintenance (prorated), and several changes in revenue on the expense side, but positive news is that the Town is paying off its debt service, and retires \$173,000 during FY 2013 to be recognized in the FY 2014 budget. The municipal tax increase is likely to be five cents per \$1,000 of taxable valuation, or almost \$11 on the average \$218,000 home in Freeport. The total tax increase if all budgets remain the same is likely to be 33 cents, or \$72 on the \$218,000 home in Freeport.

Town of Freeport Budget Recap								
Taxing Body	Budget Amount				Tax Amount			
	FY 2013	FY 2014	\$ Increase	% Increase	FY 2013	FY 2014	\$ Increase	% Increase
Cumberland County	\$ 831,619	\$ 858,284	\$ 26,665	3.21%	\$ 831,619	\$ 858,284	\$ 26,665	3.21%
Regional School Unit #5	\$ 13,631,935	\$ 13,987,599	\$ 355,664	2.61%	\$ 13,631,935	\$ 13,987,599	\$ 355,664	2.61%
Town of Freeport	\$ 8,758,553	\$ 8,984,485	\$ 225,932	2.58%	\$ 4,787,521	\$ 4,856,458	\$ 68,937	1.44%
		Total Increase	\$ 608,261	2.62%		Total Increase	\$ 451,266	2.34%

THE CAPITAL PROJECTS FUND

In addition to the general fund's operating budget, the Town Council is scheduled to adopt its FY 2014-FY 2018 capital program on April 23rd, which included expenditures with the preceding four years for comparison by type as follows in summary:

Capital Improvements Plan Five-Year History						
Department	CY 2008	CY 2009	CY 2010	CY 2011	FY 2013	FY 2014
Police	\$ 47,000	\$ -	\$ -	\$ 85,000	\$ 50,000	\$ 25,000
Fire	\$ 132,500	\$ 98,000	\$ 39,000	\$ 14,000	\$ 77,000	\$ 15,000
Rescue	\$ 55,000	\$ 48,000	\$ -	\$ 205,000	\$ 174,000	\$ 189,000
Public Works	\$ 50,000	\$ 263,500	\$ -	\$ 170,000	\$ 471,000	\$ 289,000
Solid Waste	\$ -	\$ 28,341	\$ -	\$ 95,000	\$ 90,000	\$ 30,000
Comprehensive Town Improvements	\$ 388,000	\$ 106,000	\$ 97,500	\$ 1,308,565	\$ 614,900	\$ 245,600
Municipal Facilities	\$ 30,000	\$ 97,975	\$ 95,000	\$ 385,000	\$ 266,000	\$ 143,000
Library	\$ -	\$ -	\$ -	\$ -		
Cable	\$ 15,000	\$ 24,100	\$ 14,000	\$ 84,000	\$ 16,750	\$ 19,000
Other	\$ 79,000	\$ -	\$ 6,000	\$ 29,000	\$ 188,000	\$ 101,000
Total	\$ 796,500	\$ 665,916	\$ 251,500	\$ 2,375,565	\$ 1,947,650	\$ 1,056,600

Note: In prior years the school and TIF have been included; they are excluded here because they are not include in the FY 2014 capital budget.

The five-year capital program is a listing of all intended projects and equipment purchases during the next five fiscal years. It is not an appropriation; the Town's Charter requires the capital and operating budgets to be adopted at the same time. Those appropriations will occur on June 4th, 2013.

One notable item is the method of funding capital projects; this can be confusing in light of discussions above about tax rate impacts. The Town has spent the past 20 years building reserve funds so its capital needs are largely satisfied by using reserves. The reserve funds are invested per the Town's investment policy in 25 percent equity funds and 75 percent fixed income instruments. Each year, the

Town of Freeport Reserve Funds	
Exerpt from 6/30/2012 Audited Financial Statements Exhibit "F"	
Capital Projects Reserve Funds	
General administration reserve	\$ 11,559.81
Police equipment reserve	\$ 155,537.28
Cable TV equipment reserve	\$ 355,057.85
Public infrastructure reserve	\$ 2,305,664.83
Land Trust reserve	\$ 19,649.98
Public works equipment reserve	\$ 562,643.64
Ambulance equipment reserve	\$ 564,096.95
Building maintenance reserve	\$ 487,953.01
Fire equipment reserve	\$ 803,090.89
Municipal parking lot reserve	\$ 318,990.92
Hedgehog mountain reserve	\$ 16,749.45
Recycling equipment reserve	\$ 163,895.37
Road impact fee reserve	\$ -
Community center reserve	\$ 9,043.14
Land Purchase Reserve	\$ 142,136.00
Community Center Loan Repayment	\$ -
Energy Savings Reserve	\$ 17,565.00
General Fund Reserve Funds	
Unemployment compensation fund	\$ 353,150.95
Other	\$ 216,988.48
Total town reserve funds	\$ 6,503,773.55

Council adopts the capital budget for the upcoming fiscal year, and that appropriation directs staff to transfer funds from the reserves into the capital projects fund for these upcoming projects. The Freeport Town Council has historically directed staff to produce “zero tax increase” budgets, and this is one method of accomplishing that goal. The Town staff uses the balances as of the prior financial statements in order to “benchmark” whether or not there are sufficient funds to complete the upcoming projects; those reserve balances are listed below from the June 30th, 2012 audited financial statements.

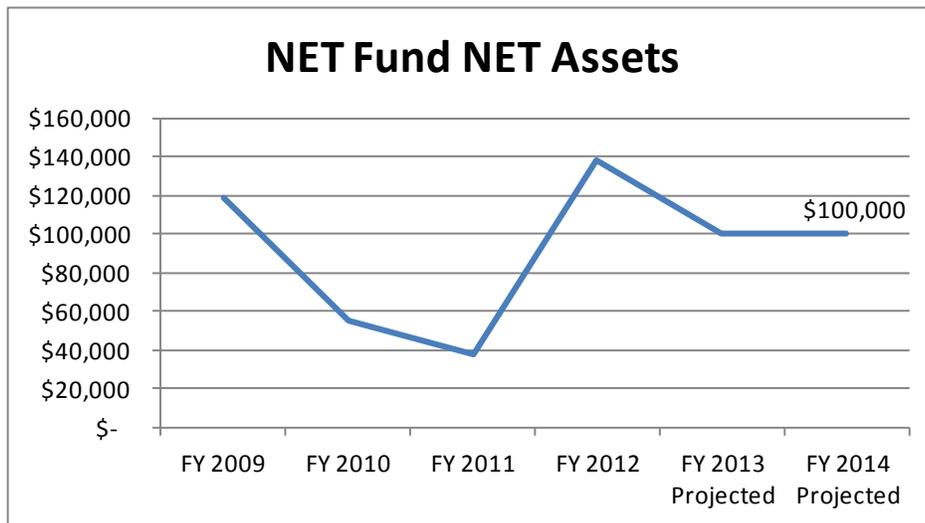
DESTINATION FREEPORT TIF FUND

The Destination Freeport TIF five-year capital program is to be adopted on April 23rd, 2013, and the FY 2014 budget is scheduled to be adopted on June 4th, 2013. Maine State Statutes allow for tax-increment financing districts. Currently, the Town has five active TIF districts, but only one has increment available for infrastructure and economic development expenditures. The Town Council amended the Destination Freeport TIF in 2011 to “capture” more value and generate approximately \$25,000 more increment to support the Nordica Theatre development and support economic development efforts through the Freeport Economic Development Corporation (FEDC). In FY 2012, the Council increased the TIF’s “cap”, or value to which the tax rate is applied to generate an additional \$90,000 in increment to support economic development efforts through the Freeport Economic Development Corporation (FEDC). The FY 2014 budget includes only downtown maintenance, mandatory credit enhancement agreement items, and economic development. The Town engineer has identified projects to be completed in future years, but no downtown capital projects are urgent for FY 2014.

Fiscal Year	TIF Cap	Mil Rate	TIF Increment
FY 2008	\$ 11,415,100	\$ 12.56	\$ 143,374
FY 2009	\$ 11,415,100	\$ 12.75	\$ 145,543
FY 2010	\$ 11,415,100	\$ 12.75	\$ 145,543
FY 2011	\$ 11,415,100	\$ 15.15	\$ 172,939
FY 2012	\$ 17,000,000	\$ 15.20	\$ 258,400
FY 2013	\$ 17,000,000	\$ 15.45	\$ 262,650
FY 2014 Projected	\$ 17,000,000	\$ 15.80	\$ 267,750

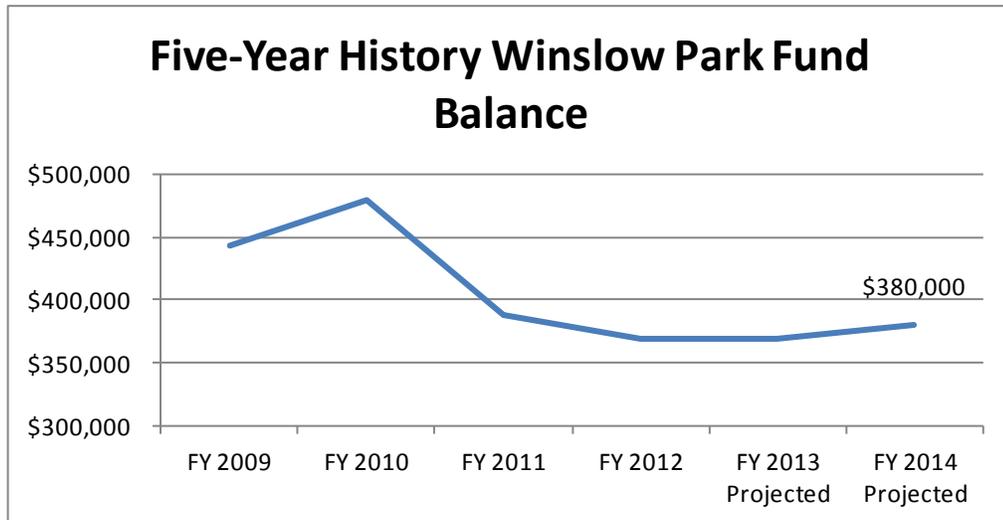
NON-EMERGENCY TRANSPORT FUND

The Non-Emergency Transport fund is the Town's only enterprise fund; the program has been in operation for over ten years. The firefighter/paramedics are scheduled to perform non-emergency ambulance runs to the local hospitals for patients who are unable to transport themselves to appointments and procedures. The fund gained equity over the past fiscal year, and staff expects FY 2013 to be a stable year, when the fund neither loses nor gains. The current projection is for a \$15,000 loss, but this may change as June 30th, 2013 approaches. The anticipated June 30th, 2013 fund equity is approximately \$123,000. Historically, the NET fund transfers \$45,000 to the general fund, in order to offset wages paid from the general fund for employees who conduct emergency and non-emergency transports. Due to declining fund equity in prior years, staff had stopped making this transfer. Staff has budgeted to make the \$45,000 transfer again in FY 2014 due to the increase in fund balance and hopeful stabilization of the fund's finances.



WINSLOW PARK FUND

The Winslow Park was donated by Adelaide Winslow Harb in 1953; one of the stipulations of the donation was that the revenue generated by the park's rental fees stay in a separate fund for accounting purposes. The Winslow Park generates approximately \$285,000 in revenue from park rentals, concessions, and other revenues. The fund maintains a healthy fund balance between \$300,000 and \$500,000 depending upon the required capital projects. During FY 2011 and FY 2012, the Winslow Park Commission spent approximately \$185,000 and undertook a large erosion control project to ensure the long-term health and sustenance of the public beach. The Park is projected to gain approximately \$22,000 in fund balance during FY 2013. The Winslow Park five-year fund balance trend is shown in the adjoining chart.



SUMMARY OF THE FY 2013 BUDGET

The FY 2014 budget was difficult to prepare, as the State’s budget and pass-through revenue are uncertain in addition to the addition of two new services (the train and Hunter Road recreational facility). However, these factors were mitigated by the final payments of debt service principal which offset a large amount of what would have been a large budget increase. As the budget stands as proposed, the tax increase is likely to be 1.44 percent on the municipal side, or approximately five cents per \$1,000 of valuation. The total budget as proposed by the County, RSU, and Town combined is 2.62 percent up from last year and the projected tax increase for all three entities is 2.34 percent, or 35 cents per \$1,000 of value. (This is rounded from 33 cents.) While the upcoming year’s budget is the subject of discussion, it is important to estimate where each budgeted fund will end up on June 30th, 2013. Certainly, these figures are subject to change based upon the next two and-a-half months, but the funds’ projections are below.

The FY 2014 budget includes projections from the fiscal year ending June 30th, 2013. These projections are as follows:

Town of Freeport Budget Recap								
Taxing Body	Budget Amount				Tax Amount			
	FY 2013	FY 2014	\$ Increase	% Increase	FY 2013	FY 2014	\$ Increase	% Increase
Cumberland County	\$ 831,619	\$ 858,284	\$ 26,665	3.21%	\$ 831,619	\$ 858,284	\$ 26,665	3.21%
Regional School Unit #5	\$ 13,631,935	\$ 13,987,599	\$ 355,664	2.61%	\$ 13,631,935	\$ 13,987,599	\$ 355,664	2.61%
Town of Freeport	\$ 8,758,553	\$ 8,984,485	\$ 225,932	2.58%	\$ 4,787,521	\$ 4,856,458	\$ 68,937	1.44%
		Total Increase	\$ 608,261	2.62%		Total Increase	\$ 451,266	2.34%

It is notable that the general fund’s fund balance is projected to increase by \$71,000 during FY 2013. This is a preliminary estimate, and per Town policy, any fund balance above the one and-one-half minimum plus five percent allowed amount is either transferred to reserves if balances warrant funding, or can be used to offset taxes or conduct other projects as designated by the Town Council. Staff will report to the Town Council each year on the status of the general fund’s fund balance after the financial statements are completed. During FY 2013, all excess revenue over expenditures remained in the general fund as the Council had just adopted an increased minimum fund balance policy. This required increasing the fund balance approximately \$900,000. As of June 30th, 2012, the Town was not yet at its minimum policy amount, but staff expects to be at that level as of June 30th, 2013. In addition, several of the Town’s reserves contain lower balances than the benchmarks of the sum of the five-year plan or 20 percent of the 20-year capital improvement plan. Staff will fund the reserves in order to achieve the proper levels if possible this year and will report back to the Council on this effort after the financial statements are completed.

The Destination Freeport TIF fund will receive approximately \$268,000 in increment during FY 2014, and the proposed budget for the fund is only \$192,000. It is expected that the fund balance in the Destination Freeport TIF will increase by that difference of approximately \$76,000 during FY 2014, and the capital program includes \$246,000 in capital improvements in the subsequent year.

The Non-emergency transport fund is projected to lose \$15,000 in net assets during FY 2013, and staff is watching the fund closely. While \$15,000 is not a large figure, it is always noteworthy when there is a decline

in net assets. Staff will be working with the department, and watching the fund into FY 2014 for any changes that would cause the fund's net assets to deteriorate for a second year in-a-row and if necessary, report back to the Council on this.

The Winslow Park fund's fund balance is projected to increase \$22,000 during FY 2013, and while the Park's budget is balanced for FY 2014, it is likely that the operations will see an increase in fund balance. This fund has historically generated surpluses each year, but during the past couple of years the Winslow Park Commission has conducted large-scale erosion control and other renovation projects in order to keep the Park beautiful to residents and visitors alike.

FY 2013 Fund Balance Projections						
Funds Subject to Appropriation						
	6/30/2012	Projected		6/30/2013	\$ Increase/	% Increase/
	Fund Balance	Revenues	Expenditures	Fund Balance	(Decrease)	(Decrease)
General Fund-Budgetary Basis	4,653,002	9,555,942	9,485,438	4,723,506	\$ 70,504	1.52%
Destination Freeport TIF Fund	243,978	262,650	247,000	259,628	\$ 15,650	6.41%
NET Fund	137,891	501,079	516,079	122,891	\$ (15,000)	-10.88%
Winslow Park Fund	369,702	267,452	245,302	391,852	\$ 22,150	5.99%

We are pleased to begin the official budget process, and encourage any Council questions or comments. In addition, staff is aware that this format is new, and while it is intended to be more thorough and ensure a smoother decision-making process, we understand that any new process will generate questions. We look forward to answering them and conducting an efficient and transparent budget process.

PUBLIC SESSIONS

Each year, department heads assemble in the Town Council chambers to conduct an informal “Q&A” session with any public member who wishes to attend. This is a nice opportunity for residents or business-owners to gain information on the budget in a “low-pressure” setting.

May 15th from 6:00-7:00 PM: public Q&A with department heads in the Council chambers

May 16th from 7:00-8:00 AM: public Q&A with department heads in the Council chambers



To: Peter Joseph, Town Manager
From: Abbe Yacoben, Finance Director
Re: Changes from the May 21st, 2013 Budget Workshop
Date: June 5th, 2013

Per the Council's deliberations last night, I have compiled all reductions and increases and wanted to note them in one place for the Council. The net of the reductions and increases totals (\$9,750), or just less than one cent on the mil rate. It is notable that there has been discussion regarding funding the Port Teen Center at the \$7500 level versus the \$2500 level. Staff did not have a Council consensus on this, and did not include it in the calculation listed below. Please note that I have readjusted the postage line item as there was an adjustment on our bank reconciliations that I had not placed on our books yet so it was not reflected on your budget reports.

List of Changes from Preliminary Budget to Final Appropriation

Comprehensive Town Improvements	\$ (10,000)	School Street Curve Change
Destination Freeport TIF	\$ 10,000	
Line Item/Description	Amount of (Reduction)/Increase	New Budget
0109-6000 Supplies	\$ 3,000	\$ 5,100
0202-1300 Fire Overtime	\$ (5,000)	\$ 8,000
0301-6350 Assistance	\$ (3,000)	\$ 30,000
0404-5420 Public Education	\$ (2,000)	\$ 3,000
0404-1300 Overtime	\$ (1,000)	\$ 3,000
0601-8200 Memorial Day Parade	\$ (2,250)	\$ 500
0601-8204 Fourth of July	\$ (1,000)	\$ 1,000
Rev 3117 General Assistance Reimbursement	\$ 1,500	\$ 15,000
Total Reductions	\$ (9,750)	

It is notable that the Town engineer has proposed moving the School Street Intersection Improvements into the Destination Freeport TIF fund. This is an allowed expenditure, and I support it as well. The final appropriations reflect that change as well as the ones detailed for the general fund.

As always, please do not hesitate to contact me with questions regarding this memo or the budget adoption on June 4th.

Staff has changed the estimate of property tax levy as a result of the RSU increases of May 22nd, 2013. This is an estimate only, as the RSU budget has not yet been adopted.

Town of Freeport Proposed Tax Changes FY 2014-Edited 06/03/2013					
Entity	FY 2013 Tax Amount	FY 2014 Projected Tax Amount	Projected Mil Rate Impact	\$ Increase	% Increase
Cumberland County	\$ 831,619	\$ 858,284	\$ 0.0198	\$ 26,665	3.21%
RSU #5	\$ 13,631,935	\$ 14,291,054	\$ 0.4882	\$ 659,119	4.84%
Town of Freeport	\$ 4,787,521	\$ 4,846,708	\$ 0.0438	\$ 59,187	1.24%
Total Tax	\$ 19,251,075	\$ 19,996,046	\$ 0.5518	\$ 744,971	3.87%
Mil Rate Impact	0.00055183	55 cents per \$1,000 of value			

After the Council adopted the final budget on June 4th, 2013, the Town's general fund was increased by \$5,000 in order to fund the Port Teen Center community organization. The new figures are stated below.

Town of Freeport Proposed Tax Changes FY 2014-Edited 06/05/2013					
Entity	FY 2013 Tax Amount	FY 2014 Projected Tax Amount	Projected Mil Rate Impact	\$ Increase	% Increase
Cumberland County	\$ 831,619	\$ 858,284	\$ 0.0198	\$ 26,665	3.21%
RSU #5	\$ 13,631,935	\$ 14,291,054	\$ 0.4882	\$ 659,119	4.84%
Town of Freeport	\$ 4,787,521	\$ 4,851,708	\$ 0.0475	\$ 64,187	1.34%
Total Tax	\$ 19,251,075	\$ 20,001,046	\$ 0.5555	\$ 749,971	3.90%
Mil Rate Impact	0.000555534	55 cents per \$1,000 of value			



TOWN OF FREEPORT, MAINE

Town Manager's Office
30 Main Street
Freeport, ME 04032

(207) 865-4743 x. 121
pjoseph@freeportmaine.com

MEMO

TO: Freeport Town Council
FROM: Peter Joseph, Town Manager
DATE: 08/01/13
RE: State Revenue Shortfall

As you are already aware, the state budget that was approved at the end of June included reductions to the municipal revenue sharing program. The approved FY14 municipal budget (line item REV 3110) included \$500,000 of revenue from this source. The decrease to revenue sharing in the approved state budget provides for projected revenue of only \$361,231 to the Town of Freeport. This will create a revenue shortfall of \$138,769. For budgeting purposes, I have rounded this estimate to \$140,000.

Pursuant to section 6.08(c) of the Freeport Town Charter, the manager must notify the Council of the "estimated amount of the deficit, any remedial action taken, and recommendations as to any other steps to be taken." Finance Director Abbe Yacoben and I looked at the following options to make up the shortfall of \$140,000.

- 1) Increasing the tax levy (REV 1200) by \$140,000. This would correlate to an \$0.11 (eleven cent) increase on the tax rate, or an additional \$25 dollars of property tax on the average taxpayer.
- 2) Increasing the transfer in from fund balance (REV 9900) by \$140,000. This would have no immediate impact on the tax rate, but would reduce our available fund balance, likely leading to a similar tax rate increase as show in option #1 above in future tax years.
- 3) Reduce appropriations by \$140,000, either across the board or in one specific appropriation.
- 4) Utilize the tax rate stabilization fund to cover the shortfall.
- 5) Issue debt to cover the shortfall.

After investigating our options, our original recommendation was to absorb 50% of the shortfall (\$70,000) using option #1 and 50% of the shortfall (\$70,000) using option number two.

The specific reason that option #3 was not recommended was due to the frugality of our adopted FY14 operating budget. In order to reduce appropriations by a significant amount (in this case \$140,000), significant cuts to municipal services would have to be made. Option # 4 was ruled out because our policy requires a 5% budget or tax rate impact to occur before this fund can be tapped. Option #5 was ruled out because we deemed it bad policy to issue long term debt to cover a recurring deficit.

After consultation with Town Attorney, he recommended against using option #1, as he felt the Charter did not give the authority to increase the tax levy after the budget had been approved (see legal opinion). He did recommend that either option #2 or #3 would be allowable in his opinion.

After consulting with Town Attorney it is my recommendation that the \$140,000 shortfall be remedied by using option #2. I make this recommendation with the following reservations:

- 1) While the amount of \$140,000 is slight when compared to the overall fund balance this option may drop our fund balance below our target of 1.5 months of expenses.
- 2) This decision does not eliminate the financial effect to the tax rate of the revenue sharing cuts, it just delays the impact until next year.
- 3) Unless otherwise directed by the Council, staff will begin the budgeting process next year by including the full amount of the revenue cuts in the tax levy (REV 1200), so we should automatically assume that there will be an .11 cent impact to the tax rate unless something changes.

While my recommendation is described above, the charter specifically reserves the right to the Council to “take such further action as it deems necessary to prevent or minimize any deficit”.

TOWN COUNCIL GOALS AND THEIR IMPACT ON THE BUDGETING PROCESS

Each December after the November election, the new Town Council sets annual goals. The Town Council periodically reviews these goals to ensure that they are achieved throughout the year. It is notable that while the goals cover a calendar year as that is consistent with the elections of new councilors, the financial items almost always correspond with the upcoming fiscal year. For example, the financial references in the 2013 goals below refer to the FY 2014 budget process. The Council's Calendar Year 2013 annual goals are listed below:

Council Leadership

1. Operate cohesively as a group, promote intercommunication and information exchange between Councilors and conduct business efficiently, while promoting transparency of Town government.
 - a. Update: While this does not have a specific budget component, half of the Town Council had just been elected during the budget process. Due to this, staff and the senior Councilors took just a bit of extra time to explain and describe the different departments. This ensured a very smooth and cohesive process.

Budget and Taxes

1. Develop and approve municipal operating and capital budgets that anticipate reductions in State aid to RSU#5 as well as reductions in municipal revenue sharing.
 - a. Update: The Town Council often makes an annual goal and a great effort to maintain a minimal tax increase. The FY 2014 budget is no exception; the municipal tax rate increase is scheduled to be five cents per \$1,000 of value. However, after the Town adopted its budget, the State government adopted its budget. The reduction in revenue sharing is scheduled to be approximately \$180,000; the Town had budgeted the revenue sharing conservatively however, and will only need to find alternative revenue sources or reduce expenditures for \$140,000 of this reduction. At this time, the Town Council is scheduled to discuss this at its next meeting on August 6th and the Town manager's memo of recommendations to the Town Council begins on the previous page. Staff had originally proposed to increase the property tax rate to cover half of the deficit, or approximately \$70,000, and use fund balance for the remaining \$70,000. The State's projection for FY 2015 (as the State adopts a biennial budget) reduces the revenue sharing amount by an additional \$30,000; staff had proposed to absorb an additional \$60,000 in the second year, and the remaining \$50,000 in the FY 2016 budget. This would have minimized the impact on the taxpayer but maintain adequate fund balance in the general fund. However, the Town's Charter does not specifically allow the Town Council to raise taxes after the budget has been

adopted. Therefore, staff will be recommending that the Council absorb the \$140,000 with fund balance. This will create a large deficit for the beginning of FY 2015; staff does not see an alternative without reducing services to taxpayers. The Town has a tax rate stabilization policy and fund of \$1 million. It would not be appropriate to use the tax rate stabilization fund in this case, as neither the tax rate nor the mil rate is scheduled to increase more than five percent. The Town's policy includes a five percent trigger for use of the fund.

2. Prioritize, evaluate and control expenditures to minimize the impact on tax payers and strive to maintain the current tax rate.
 - a. Update: As discussed above, the Town Council spent much time on each department and discussed employee compensation and benefits as part of budget deliberations. Department heads were all asked to reduce their budgets as part of this goal before the budget was rolled out to the Town Council. Departments were able to cut approximately \$70,000 from the budget with this goal in mind. Items that were cut before the original budget presentation included Mind Mixer social media website that gathered information on current issues and events from web-based discussions, a police car and equipment, training and travel in the manager and codes departments, web site maintenance funds, and partial funding for the annual report.

Communication

1. Continue efforts to engage and inform as many residents as possible in decisions affecting the Town's future. Consider and adopt the Strategic Communications Plan drafted by the Communications Committee to guide this process.
 - a. Update: During the summer of 2012, a subset of three Town Councilors and several staff members formed the Communications Working Group. The CWG addressed several communications items such as the different forums for communications (public hearings, e-mail, cable television, website, and the new Town newsletter) and how to receive all types of communications and the weight of each. The CWG's mission is to ensure that residents have as many different options for communications as possible, and that the Town is able to respond efficiently to each.
2. Conduct a workshop or series of workshops with the Board of Directors for RSU#5 and the representatives of Durham and Pownal to identify ways to collaborate in the administration of municipal services and collectively assess the potential impact of the RSU#5 budget on local tax rate.

- a. Update: As of the summer of 2013, this has not happened. The staff members and Councilors work with the RSU on a routine basis, and staff is certain that such a meeting will happen during calendar year 2013. A group of Freeport residents has asked the Town Council to study financial and educational implications of withdrawing from RSU#5, and as of the writing of this narrative, the consultant bids are due back this week. The Council will award the contract, and studies will begin.

Economic Development

1. Foster economic development that supports our downtown and protects our natural areas, as recommended in our Comprehensive Plan, and support the growth of small businesses.
 - a. Update: This goal is not shown in the budget process, but would appear in a debate on the commercial/residential property division in Town. The Town is currently comprised of 30 percent commercial properties and 70 percent residential properties, and retailer L.L. Bean pays approximately 14 percent of the Town's property tax levy, and the top ten taxpayers together pay approximately 20 percent of the total levy. The list of top ten taxpayers is shown in the History of the Town and Demographics section beginning on page nine.
2. Develop a strategic sustainability plan for Freeport.
 - a. Update: This has not been discussed as part of the FY 2014 budgeting process, but if the Town Council addresses a sustainability plan during calendar year 2013, this will be addressed in the FY 2015 budget.

TOWN FINANCIAL POLICIES AND HOW THEY IMPACT THE BUDGET PROCESS

The Town of Freeport is fortunate enough to have a very progressive and proactive set of policies; these have kept the Town in a strong financial position with a stable tax rate during tough economic times. The Town is very proud to be one of the only municipalities in the State to receive a rating upgrade from AA to AA+ from Standard and Poor's rating agency during its April, 2011 debt refunding rating, with one stated factor from rating analysts being sound fiscal policies.

The Town maintains policies on fund balance, investments, reserves, tax rate stabilization, and tax-increment financing districts (TIFs); these are summarized below and the full policies are listed in Appendix A. In addition, the Town's Charter addresses many financial items, such as the balanced budget. In section 6.03, the Town Charter states that "the total of proposed expenditures shall not exceed the total of the estimated income".

Fund Balance Policy Summary: The Town's fund balance policy was originally passed in 1984, and has most recently been amended in 2011 and 2012 to include the GASB 54 definitions of fund balance and change the amount of minimum fund balance from one month to one and-a-half months of the operating budgets of the general fund, Cumberland County tax levy, and RSU #5 tax levy. The finance director is to report back on the fund balance annually after the financial statements are complete, and made her first report in the fall of 2012.

Investment Policy Summary: The Town's investment policy was first adopted in 1998 and has most recently been revised in 2012 to make changes to the qualifications to do business with the Town, percentage of fixed income and equities in the reserve funds in addition to the definition of fixed income funds versus individual investments. The policy addresses the general and other co-mingled cash funds, reserves, and trusts, and specifies reporting requirements for each. The general and other co-mingled funds are governed specifically by Maine Statutes, and equity investments are not allowed in this category. The Town employs both a trust advisor and investment advisor as required by law for investing the reserve funds. This additional safekeeping agreement is required in order to ensure that a qualified broker/dealer is conducting the transactions on behalf of the Town. The trust funds are invested in a similar manner, but include different fixed income and equities ratios. The reserves include 25 percent equities, while the trust funds are between 50 and 70 percent, depending upon their purpose.

Tax Rate Stabilization Fund: The Town adopted a tax rate stabilization fund in order to ensure a stable tax rate even during times of economic downturn in 1998, and it was most recently updated in 2011 to tighten the language allowing for the use of the fund for conformance with GASB 54. The tax rate stabilization fund is \$1 million, and up to 50 percent of it may only be used when the sum of the general fund, County, and RSU #5 budgets are requiring a five percent (or higher) budget increase, or a five percent increase is predicted in the Town's property tax mill rate.

Reserve Policy: The Town council passed a reserve account policy in 1996, and it is revised from time-to-time to add a reserve fund. The reserves are listed specifically, and their funding sources are emergency rescue revenue in excess of the amount required to be used to offset operating fund costs, cable television franchise fees in excess of the budgeted annual transfer to

offset the operating budget, parking fees, excess fund balance from the general fund, sale of equipment, lease proceeds, balances left in capital accounts, unanticipated revenues, amounts established in the annual operating budget, and interest earned by the investment account.

TIF Policy: The Town implemented its first tax increment financing district policy in 1998, and its most recent revision was in 2010. The TIF policy guides how a district is identified, the maximum number of years a TIF can extend is identified as 30 years with 20 years of bonds allowed in association with the TIF, no personal property can be included in the TIF, and other qualifications for creating such a district. In the State of Maine, one of the largest tools municipalities have to attract businesses is the credit enhancement agreement (CEA). The CEA is normally an addendum to a TIF document that allows a developer to be reimbursed for a portion of public infrastructure via a property tax rebate. In most circumstances, the developer completes a project that would otherwise not have been possible and proves his expenses to the Town. The Town collects the property tax increment (above the original assessed value of the parcels in the district) and remits a portion of this to the developer until he is reimbursed for an agreed-upon amount of his infrastructure costs.

Freeport strives to be a business-friendly community by maintaining a detailed and well-documented TIF policy that developers are able to understand and readily follow. During 2010 and 2011, the Town undertook a lengthy strategic planning process regarding the use of tax increment financing districts, and produced a document that streamlines the process from the economic development office, to planning (and the planning board), the Town council, and then finally implementing new tax increment financing districts. The Town and Freeport Economic Development Corporation hired a consultant to facilitate the process, and encouraged much public participation. Since Freeport has so many small and locally-owned businesses, there was much public input.

Recap and Impact on the Budget Process: All of the above policies help to preserve Freeport's financial health by ensuring that the tax rate remains stable, there is adequate fund balance to maintain operations until the first installment is billed and received in November of each year, the reserves are funded and benchmarked, and investments are treated in a consistent way. The Town uses its policies as tools in the budgeting and annual accounting cycle. For example, each year during the budgeting process, staff reports to the council on the funding of the reserve funds. This assists the councilors in making decisions on capital improvement needs. The benchmark is 20 percent of the 20-year capital replacement schedule or the sum of the five-year plan. If the balance is within these parameters, it is considered sufficient unless there is an extraordinarily large and immediate need such as the purchase of a fire truck. In that case, staff reports the benchmarks with a disclaimer regarding that upcoming purchase. The new fund balance policy contains language that the finance director will return to the council annually and give a specific report on the fund balance and upcoming cash needs so the council is prepared to make decisions on the appropriate expenditure of any fund balance above the minimum amount of one-and-one half months. The 2012 revisions to the investment policy include quarterly reporting of the Town's investments to the council and on the Town's website.

BUDGET PROCESS THE SCHEDULE, THE FUNDS, AND HOW WE ACCOUNT FOR EACH

BUDGET PROCESS AND CALENDAR

The Town's fiscal year begins on July 1st of each year, and the budget process begins by the Town council setting goals during the prior December. The FY 2014 goals as set in January 2013 related to the budget were as follows:

Budget and Taxes

1. Develop and approve municipal operating and capital budgets that anticipate reductions in state aid to RSU 5 as well as reductions in municipal revenue sharing.
2. Prioritize, evaluate and control expenditures to minimize the impact on tax payers and strive to maintain the current tax rate.

This sets the tone for the Town manager and department heads, and in the case of FY 2014, staff designed budgets based upon a directive of no discretionary expenditure increases. The Town's train station opened during FY 2013, but the budget only included a prorated year of expenditures, and the increase from the estimated FY 2013 to the budgeted FY 2014 was approximately \$50,000. In addition, the Hunter Road Fields have been open and the first full year of maintenance on the fields is budgeted at \$118,000. While there is offsetting revenue of approximately \$6,000 in shared utilities with tenant Freeport USA and sale of wall advertising and \$34,000 in offsetting revenue offsetting the Hunter Road Fields maintenance, the budget increases are significance. Freeport is fortunate to have retired debt during FY 2013 which will save \$182,000 in debt service costs during FY 2014 as compared with FY 2013.

The Town's budget schedule is unique in that the process is not long in duration, but there are many different ways for the public to address the Council and staff. For example, during the capital budget and planning processes there is a Council workshop in addition to a public hearing. The operating budget schedule is a bit different; the budget is introduced by staff, and there is a public hearing and workshop, but there are also two public sessions (one in the morning and the other in the evening) during which the public can meet with any department head they wish and ask any questions regarding the budget that they may have in an informal setting. There are no television cameras as there are at Council meetings, and the intention is that the setting be more comfortable for residents. In the spirit of an "open door" policy, staff always announces at the beginning of the budget process that staff is available for individual councilor and public member meetings, and introduces how those meetings are made. In addition, there is always public comment at each Council meeting, occasional public questions are addressed during workshops, and the public hearing is always well-attended. It is notable that all Council meetings are televised on cable television in addition to streaming live on the internet and captured on Video-on-Demand for subsequent viewings.

Town of Freeport Capital, TIF, and Operating Budget Schedules

Date	Event	Council Action
March 5, 2013	Town Manager Rolls Out the Five-Year Capital Program	None
March 19, 2013	Council Workshop on Five-Year Capital Program	None
April 2, 2013	Public Hearing on the Five-Year Capital Program	Hearing Scheduled
April 23, 2013	Five-Year Capital Program Adoption	Adoption
April 23, 2013	Operating Budgets Presentation	None
May 7, 2013	Council Workshop on Operating Budgets	None
May 15, 2013	Department Head Session with the Public in the Evening	None
May 16, 2013	Department Head Session with the Public in the Morning	None
May 21, 2013	Public Hearing on the Operating Budgets	Hearing Scheduled
June 4, 2013	Capital and Operating Budget Adoption	Adoption

SUPPLEMENTAL APPROPRIATIONS

The Town council is able to pass supplemental appropriations after the budget is passed by Town Charter Section 6.08 as follows:

Supplemental Appropriations: If during the fiscal year the manager certifies that there are available, for appropriation, revenues in excess of those estimated in the budget, the council by ordinance shall make supplemental appropriations to either reduce the tax commitment, if the tax commitment has not already been made, increase the town's fund balance, or provide for an expenditure for the year up to the amount of such excess. In the instance of a supplemental appropriation for an expenditure, a two-thirds vote of the council shall be required.

It is notable that the Town is going to have to make a supplemental appropriation during FY 2014; the State of Maine adopted its budget after most municipalities, and that budget included cuts to State Revenue Sharing. The Town budgeted \$500,000, and the new estimate is \$360,000; the Town Council will be discussing this item at its August meeting, and while staff's original proposal was to split the increase and absorb \$70,000 into the Town's fund balance and raise the tax rate for the remaining \$70,000. Due to the Town's Charter not specifically allowing this, the Town manager and finance director will be proposing several options to the Town Council, including using fund balance and reducing the budget and Town services. The Town manager's memorandum to the Town Council in preparation for the August 6th Council meeting begins on page 34 of this budget.

DESCRIPTION OF THE TOWN'S FUNDS AND BASIS OF BUDGETING

The five funds for which the council passes a budget are the general, Destination Freeport TIF, Winslow Park, Non-emergency Transport, and capital projects funds. The Town's budgeting method is consistent with the modified accrual basis of accounting. The Town budgets its revenue when it is measurable and available, and expenditures during the period when the liability is incurred, as it would be under accrual-basis accounting. However, the Town does not budget for depreciation expense except in the Non-emergency Transport enterprise fund. Debt service and certain compensated absences are budgeted only when the payments will actually be made.

General Fund: The general fund serves as the Town's operating fund; it is used to account for all activities that are not required to be accounted for in a separate fund.

Destination Freeport Tax Increment Financing Fund: The Destination TIF Fund was created in 1999 to improve the infrastructure in the downtown area. The increase in value above the assessor's valuation at the time the TIF was granted by the State Department of Economic and Community Development generates "property tax increment". This increment is placed in a special revenue fund, and used according to the TIF plan as approved by the DECD. This includes infrastructure improvements, economic development, and a \$20,000 annual payment to the development of the Nordica Theatre for a ten-year period.

Winslow Park Fund: In 1953, the Town resident Adelaide Winslow Harb gifted the Winslow Park land, cottage, and farmhouse for the purpose of creating a public park. Winslow Park's Harb Cottage is a very popular summer rental property as it is right on the ocean and surrounded by beautiful grounds. The rental income and associated expenses are accounted for in a special revenue fund.

Non-Emergency Transport Fund: The Town maintains a non-emergency transport program; citizens are able call the Town's fire department and make an appointment for transport to non-emergency hospital appointments. In most cases, their insurance pays for the service. These payments and related expenses are accounted for in the NET fund. This program is accounted for in an enterprise fund, which means that the fund is accounted for on a full-accrual basis. The depreciation expense and accumulated depreciation are accounted for on the fund level, as would be debt (if applicable) and other accruals and deferrals. While the Town budgets the depreciation expense, the balance sheet items such as accumulated depreciation are shown on the balance sheet and not subject to the appropriation process.

Capital Fund: The Town council adopts a five-year capital plan each year, and passes the first year of this plan as its capital budget. The capital budget cycle is a calendar year, as opposed to all other funds, which are budgeted on a fiscal year from July 1-June 30 of each year. The capital fund accounts are all segregated by project and department, as passed by the Town council. The balances do not lapse into an "unassigned" type of fund balance, but rather remain on the books for three years or until the project is completed. (Town Charter Section 6.09)

While the five funds described above are subject to appropriation by the Town council, the Town has funds that are not budgeted, but subject to policy or outside trust arrangements. These are as follows:

RSU #5 Assessments: This is the pass-through property tax that is levied by the Regional School Unit and required to be billed by the Town. This fund is not budgeted as all other funds because it is simply a pass-through tax levy.

Reserves Funds: The reserve funds are not budgeted because they are solely for use on capital projects and these are approved during the capital budgeting process or throughout the year by council.

Grant Funds: These are not a part of the budgeting process, as they are approved individually when the grant is received by the council.

TIF Funds (Other than the Destination Freeport TIF): Tax Increment Financing District Funds are appropriated separately by a credit enhancement agreement by the council when the TIF is established (or amended if applicable), or when the Town uses TIF funds for capital projects, the Council approves these as part of the capital budget.

Lease Funds: These funds are not budgeted because the council approves the leases when they are negotiated and approves any transfers from these funds during the budget process.

Trust Funds: The Town has several trust funds, and all are governed by trust agreements. The council does not budget these funds because staff must follow the trust agreements regarding income and allowed expenses.

Town of Freeport Funds and Basis of Accounting

Fund	Fund Category	Fund Type	Budgeted	Basis of Accounting
General Fund	Governmental	General	Yes	Modified Accrual
Winslow Park Fund	Governmental	Special Revenue	Yes	Modified Accrual
Non-Emergency Transport Fund	Proprietary	Enterprise	Yes	Full Accrual
Capital Projects Fund	Governmental	Capital Projects	Yes	Modified Accrual
RSU #5 Assessments Fund	Governmental	Special Revenue	No	Modified Accrual
Reserves Fund	Governmental	Special Revenue	No	Modified Accrual
Grants Fund	Governmental	Special Revenue	No	Modified Accrual
TIF Funds	Governmental	Special Revenue	Destination Freeport Only	Modified Accrual
Lease Fund	Governmental	Special Revenue	No	Modified Accrual
Trust Funds	Governmental	Permanent	No	Modified Accrual

In addition to a description of the funds, it is important to see the relationship between funds and their fund balances. An unaudited fund balance projection is listed below for all funds subject to appropriation.

Town of Freeport All Funds Subject to Appropriation Unaudited Fund Balance Projection

	General Fund	Winslow Park	Destination TIF Fund	NET Fund	Capital Projects Fund	Total All Funds Subject to Appropriation
06/30/2013 Unaudited Fund Balance	4,723,504	391,851	259,628	122,887	2,971,900	8,469,770
Revenues						
Taxes	21,307,346		270,000			21,577,346
Licenses, Permits, and Fees	359,190					359,190
Intergovernmental	1,207,103					1,207,103
Charges for Service	71,950	258,500		562,691		893,141
Fees and Fines	92,900					92,900
Unclassified	164,084					164,084
Investment Earnings	35,000					35,000
Total Revenues	23,237,573	258,500	270,000	562,691	-	24,328,764
Expenditures						
General Government	1,847,570					1,847,570
Public Safety	2,316,593			517,691		2,834,284
Public Works	2,319,956					2,319,956
Community Services	556,883	258,500				815,383
Education	14,291,054					14,291,054
Insurance and Fringe Benefits	1,506,400					1,506,400
Unclassified	995,897		209,500			1,205,397
Capital Outlay	293,220				945,100	1,238,320
Debt Service	-					-
Total Expenditures	24,127,573	258,500	209,500	517,691	945,100	26,058,364
Other Financing Sources/(Uses)	890,000			(45,000)	945,100	1,790,100
Change in Fund Balance	-	-	60,500	-	-	60,500
06/30/2014 Projected Ending Fund Balance	4,723,504	391,851	320,128	122,887	2,971,900	8,530,270

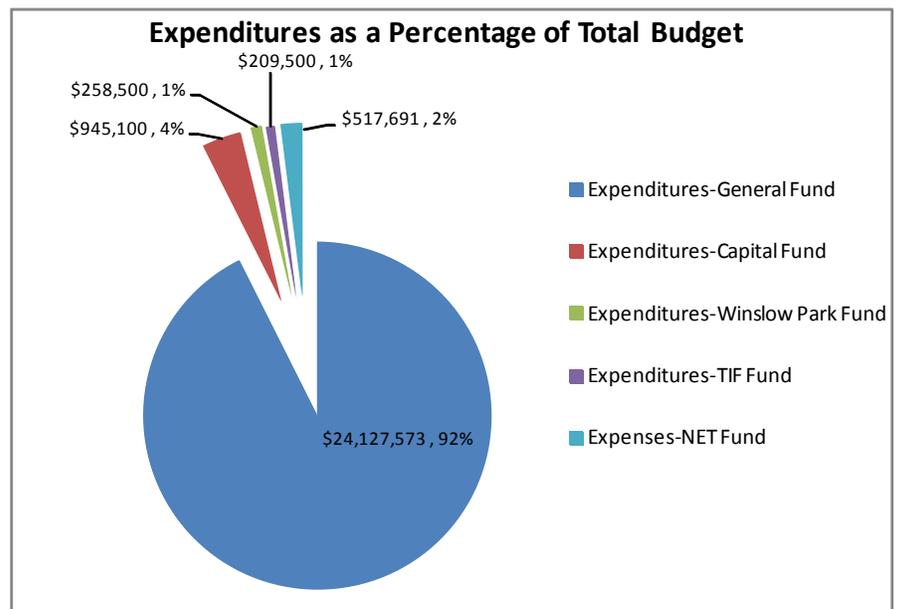
It is notable that the Destination Freeport TIF’s fund balance will likely change by approximately \$60,500, or approximately 15 percent during FY 2014. The Destination Freeport TIF fund is allowed to be used both for economic development and infrastructure in the downtown TIF district. Each year, the capital budget for the TIF fluctuates, and the FY 2014 plan is almost \$100,000 less than the FY 2013 plan. That will allow the Town to rebuild some of the TIF fund’s fund balance. The goal for FY 2013 is to hold all funds’ fund balances constant, and begin to rebuild the NET fund’s fund equity during FY 2014 and subsequent budgets. The fire department has recently won two bids for emergency rescue billing service for two other towns. The staff that conducts the non-emergency billing will be handling this new emergency billing; this will allow the Town to charge some of the billing clerk salaries off to the general fund, since this is the fund where the half of the emergency billing revenue is shown. The estimate of the billing revenue is approximately \$48,000 annually and is shown in the NET fund revenue.

While all funds’ detailed revenue and expenditures and historic and budgeted fund balances are shown in each fund section, the total of all appropriated funds is listed here to show an overview of the size of the Town’s budgets in addition to the changes in fund balance. During certain years such as FY 2010 and FY 2012, there are large changes in the end-of-year fund balance. This is mainly due to large capital programs. The Town does not ever intend to hold funds in the capital fund at the end of the project (in most cases), as the funds are held in reserves and only transferred into the capital fund as they are appropriated by the Town council. While the table below shows the overall fund balance fluctuations and gives a good sense of the size of the

budget as a whole, the funds themselves will be a better indicator of the fluctuation in fund balances due to the capital fund's effect on the schedule. The general fund is the Town's largest fund, and it listed here individually; the table below that shows the entire amount appropriated by the Town Council by fund for FY 2014.

Town of Freeport Summary of Revenues and Expenditures-General Fund									
	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 2013	Budget FY 2014	Increase (Decrease)	% Change		
Beginning Fund Balance	\$ 6,574,245	\$ 6,326,427	\$ 5,669,077	\$ 4,652,998	\$ 4,723,502				
Revenues									
Taxes	\$ 20,111,391	\$ 20,536,591	\$ 20,471,248	\$ 20,938,428	\$ 21,307,346	\$ 368,918	1.76%		
Licenses, Permits, and Fees	\$ 220,827	\$ 251,944	\$ 304,607	\$ 385,795	\$ 359,190	\$ (26,605)	-6.90%		
Intergovernmental	\$ 1,242,386	\$ 1,214,556	\$ 1,273,455	\$ 1,290,109	\$ 1,207,103	\$ (83,006)	-6.43%		
Charges for Service	\$ 176,669	\$ 222,467	\$ 225,224	\$ 73,490	\$ 71,950	\$ (1,540)	-2.10%		
Fees and Fines	\$ 97,664	\$ 106,577	\$ 96,935	\$ 98,900	\$ 92,900	\$ (6,000)	-6.07%		
Unclassified	\$ 66,829	\$ 78,599	\$ 7,959	\$ 58,155	\$ 164,084	\$ 105,929	182.15%		
Investment Earnings	\$ 164,124	\$ 83,373	\$ 26,215	\$ 20,000	\$ 35,000	\$ 15,000	75.00%		
Total Revenues	\$ 22,079,890	\$ 22,494,107	\$ 22,405,643	\$ 22,864,877	\$ 23,237,573	\$ 372,696	1.63%		
Expenditures									
General Government	\$ 1,232,765	\$ 1,355,455	\$ 1,408,316	\$ 1,755,036	\$ 1,847,570	\$ 92,534	6.57%		
Public Safety	\$ 1,918,249	\$ 1,966,313	\$ 2,045,275	\$ 2,272,404	\$ 2,316,593	\$ 44,189	2.16%		
Public Works	\$ 1,855,111	\$ 1,906,075	\$ 1,913,850	\$ 2,069,526	\$ 2,319,956	\$ 250,430	13.09%		
Community Services	\$ 597,354	\$ 596,513	\$ 594,090	\$ 498,866	\$ 556,883	\$ 58,017	9.77%		
Education	\$ 12,985,533	\$ 13,104,454	\$ 13,275,403	\$ 13,631,935	\$ 14,291,054	\$ 659,119	4.96%		
Insurance and Fringe Benefits	\$ 1,319,109	\$ 1,263,898	\$ 1,389,619	\$ 1,426,300	\$ 1,506,400	\$ 80,100	5.76%		
Unclassified	\$ 1,103,867	\$ 1,157,050	\$ 1,048,576	\$ 970,099	\$ 995,897	\$ 25,798	2.46%		
Debt Service	\$ 705,347	\$ 700,714	\$ 593,159	\$ 493,207	\$ 293,220	\$ (199,987)	-33.72%		
Total Expenditures	\$ 21,717,335	\$ 22,050,472	\$ 22,268,288	\$ 23,117,373	\$ 24,127,573	\$ 1,010,200	4.54%		
Other Financing Sources/(Uses)	\$ (610,373)	\$ (1,100,985)	\$ (1,153,434)	\$ 323,000	\$ 890,000	\$ 567,000	-49.16%		
Change in Fund Balance	\$ (247,818)	\$ (657,350)	\$ (1,016,079)	\$ 70,504	\$ -	\$ (70,504)			
Ending Fund Balance	\$ 6,326,427	\$ 5,669,077	\$ 4,652,998	\$ 4,723,502	\$ 4,723,502	\$ -	0.00%		

It is notable that the expenditures in the general fund include the \$14 million payment to RSU #5. These payments are shown in the general fund. It is also notable that the Town's capital plan is \$1 million less than in prior years. The staff and Town Council made a conscious effort to reduce the size of the plan in order to allow reserve balances to rebuild after two years of large capital appropriations.

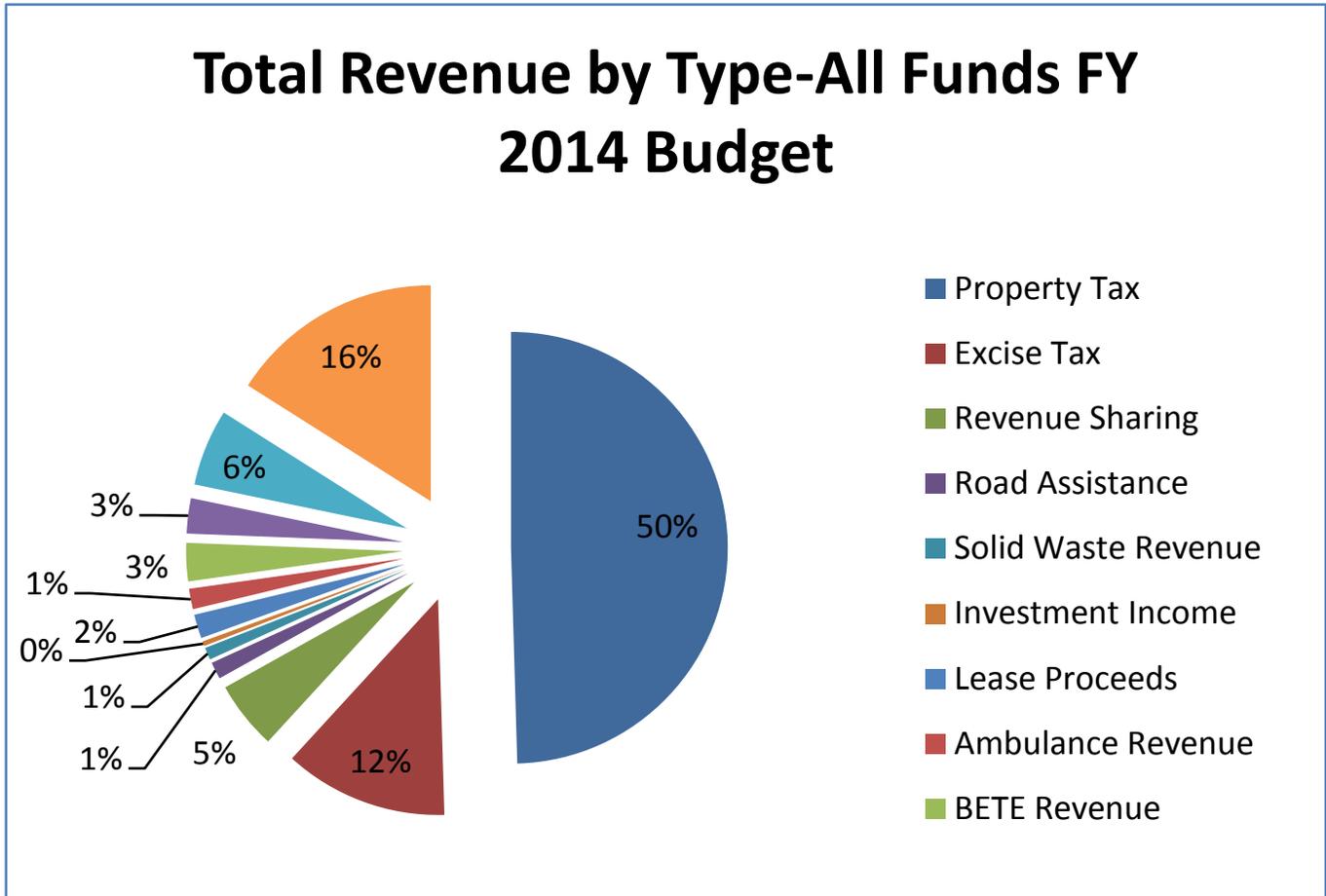


Total All Funds Historic and Budgeted Fund Balances

	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Projected	FY 2014 Budgeted
Beginning Balance	\$ 8,745,738	\$ 9,218,249	\$ 9,305,193	\$ 8,182,907	\$ 9,181,977	\$ 8,376,466	\$ 8,469,770
Revenue-General Fund	\$ 24,527,473	\$ 25,384,739	\$ 22,079,890	\$ 22,494,107	\$ 22,405,643	\$ 22,364,877	\$ 23,237,573
Revenue-Capital Fund	\$ 218,946	\$ 168,342	\$ 393,165	\$ -	\$ 800,852	\$ -	\$ -
Revenue-Winslow Park Fund	\$ 277,023	\$ 260,891	\$ 248,422	\$ 288,068	\$ 278,834	\$ 267,452	\$ 258,500
Revenue-TIF Fund	\$ 143,374	\$ 145,543	\$ 145,543	\$ 172,939	\$ 258,400	\$ 262,650	\$ 270,000
Revenue-NET Fund	\$ 471,533	\$ 510,196	\$ 429,254	\$ 451,067	\$ 556,022	\$ 501,079	\$ 562,691
Expenditures-General Fund	\$ 23,521,831	\$ 24,410,374	\$ 21,717,335	\$ 22,050,472	\$ 22,268,287	\$ 23,117,373	\$ 24,127,573
Expenditures-Capital Fund	\$ 1,928,341	\$ 2,291,423	\$ 1,197,231	\$ 1,302,170	\$ 4,151,716	\$ 1,947,650	\$ 945,100
Expenditures-Winslow Park Fund	\$ 271,665	\$ 187,300	\$ 213,337	\$ 378,766	\$ 297,163	\$ 245,302	\$ 258,500
Expenditures-TIF Fund	\$ 143,281	\$ 138,817	\$ 189,695	\$ 201,037	\$ 213,610	\$ 247,000	\$ 209,500
Expenses-NET Fund	\$ 391,646	\$ 411,071	\$ 447,865	\$ 468,231	\$ 496,487	\$ 516,079	\$ 517,691
Other Sources/(Uses)	\$ 1,090,926	\$ 1,056,218	\$ (653,097)	\$ 1,993,565	\$ 2,322,001	\$ 2,770,650	\$ 1,790,100
Ending Balance	\$ 9,218,249	\$ 9,305,193	\$ 8,182,907	\$ 9,181,977	\$ 8,376,466	\$ 8,469,770	\$ 8,530,270
Change in Fund Balance	\$ 472,511	\$ 86,944	\$ (1,122,286)	\$ 999,070	\$ (805,511)	\$ 93,304	\$ 60,500

TOWN REVENUES-SOURCES AND HISTORIC DATA

The Town of Freeport has numerous general fund sources of revenue; 11 of the major sources are listed below with ten years of historic information wherever possible and practical.

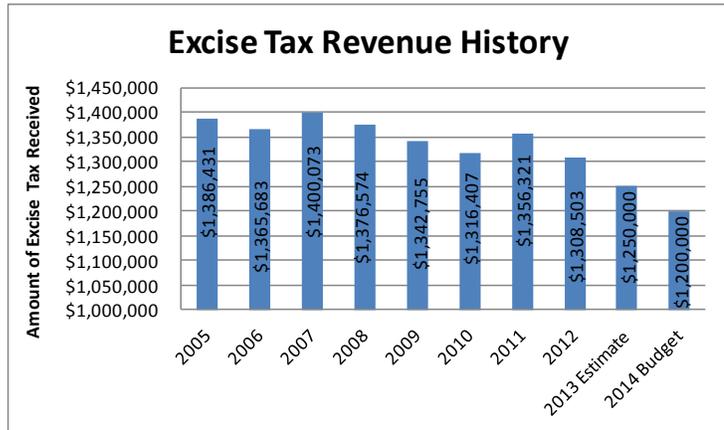


PROPERTY TAXES Maine State Statute Title 36 allows municipalities to levy property taxes on real and personal property each year as it is assessed each April 1st. Historically, approximately 50 percent of the Town’s general fund budget is funded by property taxes. These are taxes levied on businesses and residents of the Town that pay for essential programs and services for the Town, Cumberland County, and Regional

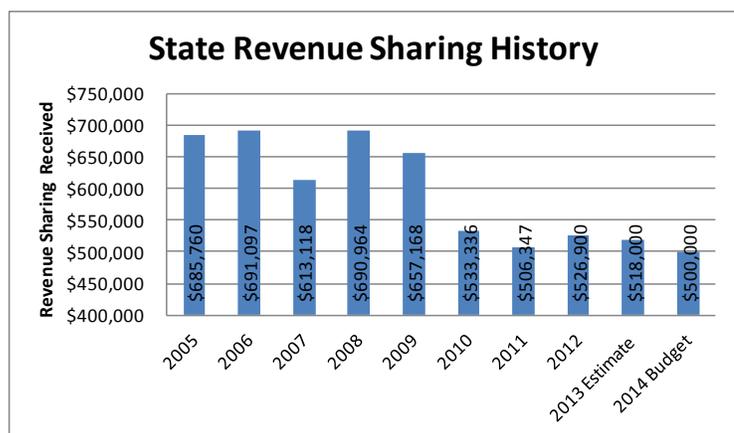


School Unit #5. The Town Council has control over the Town’s general fund tax levy, but the County and RSU taxes are sent to the Town tax assessor and he must levy those exact amounts. The Town’s general fund levy is approximately 25 percent of the total tax levy. The FY 2014 property tax levy amount is \$5,709,992, or approximately \$4.09 per \$1,000 of assessed value. The last nine years of property tax levies is shown below by Town, school, and County.

MOTOR VEHICLE EXCISE TAX Maine State Statute Title 36 Chapter 111 allows municipalities to levy and collect motor vehicle excise tax each year from residents of the Town who operate a motor vehicle on a public way. The excise tax is based upon the original manufacturer’s suggested retail price of the vehicle, and depreciates for a six-year period. Excise tax stays with the Town, and is used for road maintenance and paving. The last ten years of vehicle excise tax is shown below. The FY 2014 estimate is \$1.2 million.



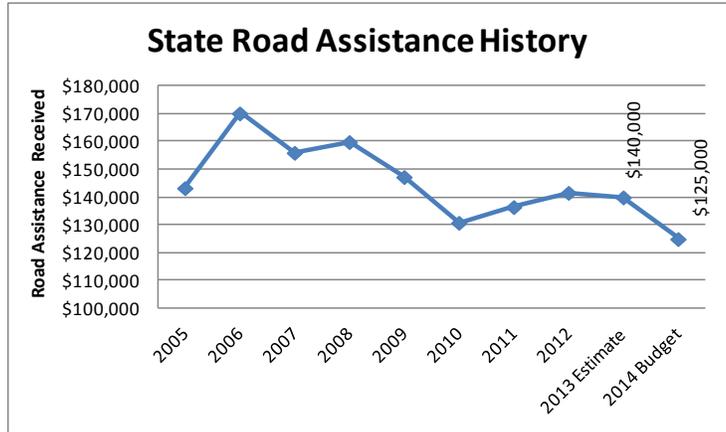
STATE REVENUE SHARING Maine State Statute Title 30-A Chapter 223 defines the State Revenue Sharing. The State collects all sales and income taxes in the State of Maine, and the intent of the revenue sharing was to remit 5.2% of these funds back to the Towns based upon their population and valuation in order to offset the property tax levy. However, during tough economic times, the Maine State Legislature removes funds from the municipal revenue sharing fund in order to assist with State budget-balancing. In addition, there are two types of revenue sharing; in 2009, the Legislature revised the Statute to more clearly define which revenue sharing was to be remitted to all towns, and which was to be remitted to only those towns with a “disproportionate tax burdens” or higher-than-average mil rates. The goal is to remit 80% of all revenue sharing collected to all municipalities, and 20% remitted to these “disproportionate tax burden” towns, as they are almost always service-center communities. Revenue sharing fluctuates greatly due to this in addition to the natural fluctuation relating to sales and income tax collected.



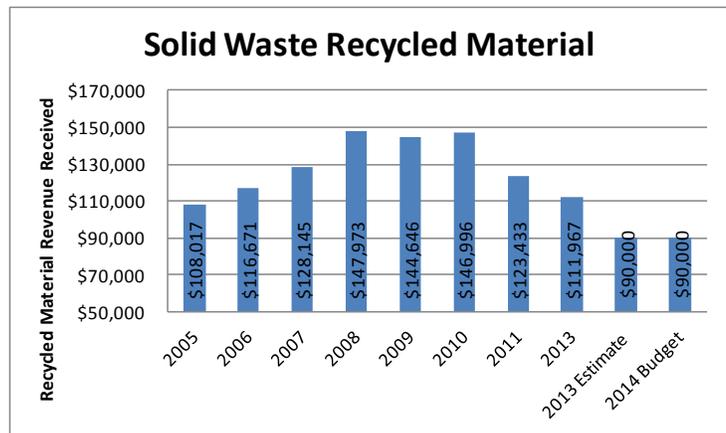
The last ten years of revenue sharing collected from the State of Maine are listed below. It is notable that the FY 2014 budget for revenue sharing is \$500,000; this was a conservative estimate as the original projections from the State of Maine were approximately \$540,000. However, staff is very glad for the conservative estimate, as after the FY 2014 budget

was adopted on June 4th, the State adopted its budget, which ultimately cut the Town's receipts to \$360,000. The Town will have to complete a supplemental appropriation in order to accommodate this revenue reduction. The original budget is included here as that is the figure that the Town Council considered.

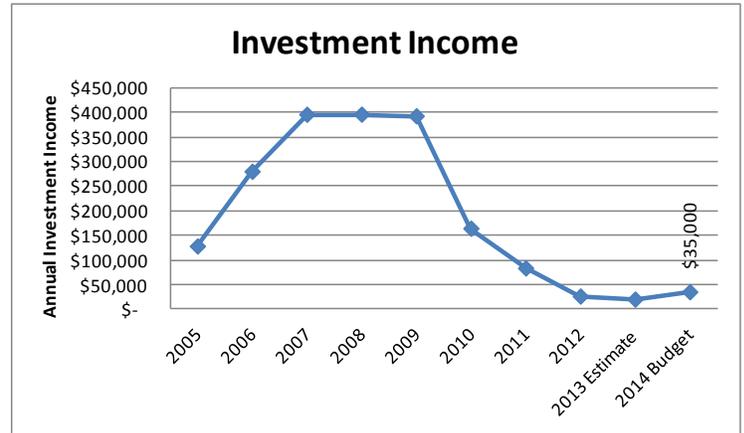
STATE ROAD ASSISTANCE Maine State Statute Title 23 Chapter 19 defines State road assistance to municipalities, and this is based upon the number of lane miles of State roads maintained by each Town. Urban-Rural Initiative Program (URIP) funds are distributed quarterly. The Town's annual receipts are approximately \$125,000, and these funds are required to be used to maintain State roads located within the Town.



SOLID WASTE RECYCLED MATERIAL The Town operates a landfill/transfer station, and residents are encouraged to recycle, as it is cost-free to them whereas trash collection costs. The Town collects paper and plastic recycling at the transfer station, and sells these raw materials to brokers who will then recycle them into new goods. The annual revenue from these activities is approximately \$100,000, and the last ten years are listed to the right.



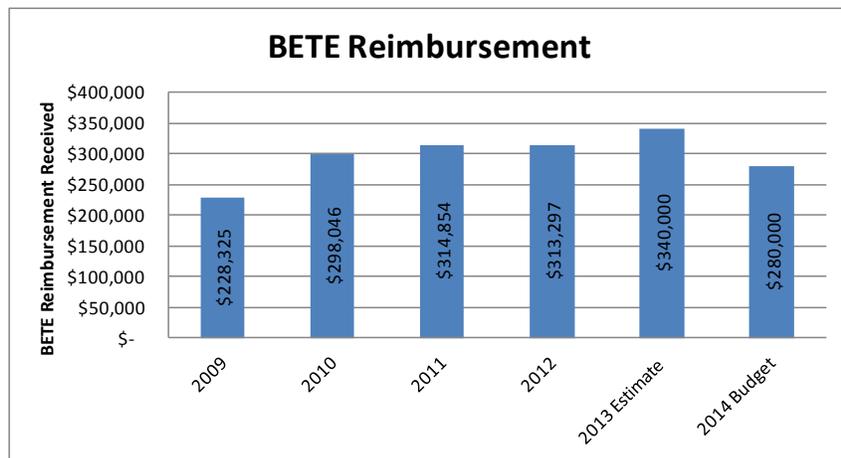
INVESTMENT INCOME The proceeds from the Town’s bank and investment accounts other than reserves and trusts is shown in the general fund. The annual income has varied greatly from almost \$400,000, to less than \$50,000 due to market fluctuations, balances in the accounts, and cash-flow needs over the years. A ten-year history is shown here.



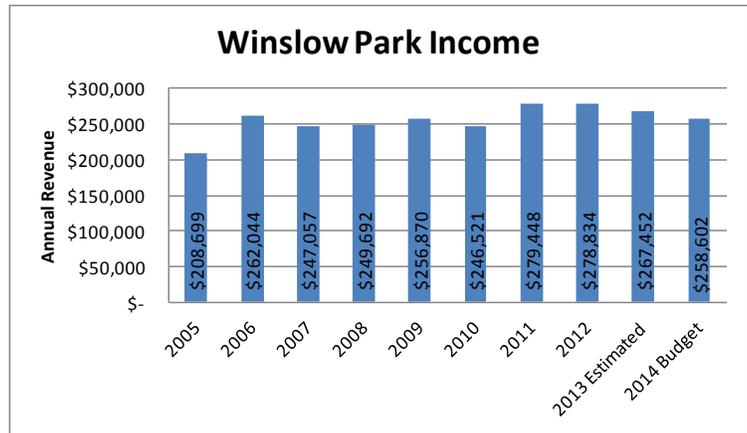
LEASE PROCEEDS Until approximately 1996, the Town’s library was located next door to L.L. Bean on Main Street, when it moved to its current location on Library Drive outside of the Downtown area. Once the new library was constructed, the Town began renting out the former Bartol Library building. The current tenant is clothier Abercrombie and Fitch, and the annual rent is approximately \$350,000. The Town Council, during the annual budget process, votes to transfer \$175,000 into the general fund to offset operations during the year. The remaining \$175,000 is transferred to reserves for capital projects.

AMBULANCE REVENUE The Town collects approximately \$210,000 in emergency ambulance revenue each year. \$105,000 of this is transferred to the general fund to pay for the salaries of the rescue employees, medical supplies, and other overhead associated with operating an emergency rescue service. The remaining funds are kept in the reserve funds for rescue replacement.

BUSINESS EQUIPMENT TAX EXEMPTION REIMBURSEMENT Maine State Statute Title 36 Chapter 105 describes the Business Equipment Tax Exemption (BETE) program. This program allows businesses with qualifying equipment to apply for and receive a tax exemption for the equipment. The State recognizes that personal property tax can be significant for municipalities, as it is normally taxed at the same rate as real estate. For six years, the State is reimbursing the Towns on a sliding scale from 100 percent reimbursement in 2008 (FY 2009) to 50 percent in FY 2014. The BETE reimbursement is very difficult to predict from one year to the next, as equipment is placed in service, old equipment is removed from service, and equipment depreciates each year in addition to the State reimbursement declining each year. The Town has been receiving approximately \$300,000 in BETE reimbursement each year, and the figures from 2009-current are listed below.

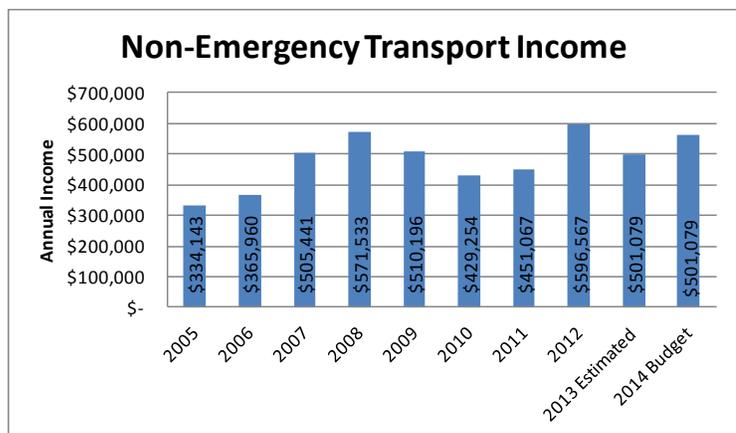


WINSLOW PARK REVENUE Each year, approximately 25,000 people visit the Winslow Park beach, playground, and campground, which generates approximately \$275,000 in annual revenue to support operations and capital projects at the Park. This is comprised of gate fees for people visiting the beach and playground, soda and refreshment fees, and camping fees. The ten-year history of the Park's revenue is listed in the chart to the side; the Park's popularity has increased over the past



years, as can be seen by the approximate number of daily visitors per year. This figure was 13,700 in calendar year 2009 and has increased to 23,900 during 2011 and 2012.

NON-EMERGENCY TRANSPORT REVENUE The non-emergency transport fund is the Town's only enterprise fund. The fund was created more than ten years ago, and serves community members who may need transportation from their homes (or assisted living facility) to the hospital for medical care or non-emergency appointments. These customers call the scheduling clerk, and an ambulance transports them to-and-from their appointments. The majority of the customers have insurance or Medicare that pays for these mandatory appointments and procedures, and a small minority do not have insurance and pay for their



own services. In addition, the FY 2014 income figure includes new billing services for the Cities of Biddeford and Saco, for which the Town bid in 2012 and began billing for on July 1, 2012. The estimate of revenue for the billing service is approximately \$45,000 annually. The past ten years of NET revenue is listed here.

THE GENERAL FUND

THE GENERAL FUND-THE TOWN'S OPERATING FUND

The Town's general fund is the largest operating fund in the budget, and accounts for most of the day-to-day expenditures that occur townwide. The general fund is used to account for all activities that are not required to be accounted for elsewhere in separate funds. The revenue reported in the general fund is either designated by State law as required to fund a general fund activity (for example, road maintenance) or not required to be reported in another fund (for example, interest income). A summary of the general fund's budget is listed in the table below with a historic comparison below that. The general fund departments are described in detail with performance measures and goals and objectives in the subsequent pages.

Town of Freeport							
Summary of Revenues and Expenditures-General Fund							
	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 2013	Budget FY 2014	Increase (Decrease)	% Change
Beginning Fund Balance	\$ 6,574,245	\$ 6,326,427	\$ 5,669,077	\$ 4,652,998	\$ 4,723,502		
Revenues							
Taxes	\$ 20,111,391	\$ 20,536,591	\$ 20,471,248	\$ 20,938,428	\$ 21,307,346	\$ 368,918	1.76%
Licenses, Permits, and Fees	\$ 220,827	\$ 251,944	\$ 304,607	\$ 385,795	\$ 359,190	\$ (26,605)	-6.90%
Intergovernmental	\$ 1,242,386	\$ 1,214,556	\$ 1,273,455	\$ 1,290,109	\$ 1,207,103	\$ (83,006)	-6.43%
Charges for Service	\$ 176,669	\$ 222,467	\$ 225,224	\$ 73,490	\$ 71,950	\$ (1,540)	-2.10%
Fees and Fines	\$ 97,664	\$ 106,577	\$ 96,935	\$ 98,900	\$ 92,900	\$ (6,000)	-6.07%
Unclassified	\$ 66,829	\$ 78,599	\$ 7,959	\$ 58,155	\$ 164,084	\$ 105,929	182.15%
Investment Earnings	\$ 164,124	\$ 83,373	\$ 26,215	\$ 20,000	\$ 35,000	\$ 15,000	75.00%
Total Revenues	\$ 22,079,890	\$ 22,494,107	\$ 22,405,643	\$ 22,864,877	\$ 23,237,573	\$ 372,696	1.63%
Expenditures							
General Government	\$ 1,232,765	\$ 1,355,455	\$ 1,408,316	\$ 1,755,036	\$ 1,847,570	\$ 92,534	6.57%
Public Safety	\$ 1,918,249	\$ 1,966,313	\$ 2,045,275	\$ 2,272,404	\$ 2,316,593	\$ 44,189	2.16%
Public Works	\$ 1,855,111	\$ 1,906,075	\$ 1,913,850	\$ 2,069,526	\$ 2,319,956	\$ 250,430	13.09%
Community Services	\$ 597,354	\$ 596,513	\$ 594,090	\$ 498,866	\$ 556,883	\$ 58,017	9.77%
Education	\$ 12,985,533	\$ 13,104,454	\$ 13,275,403	\$ 13,631,935	\$ 14,291,054	\$ 659,119	4.96%
Insurance and Fringe Benefits	\$ 1,319,109	\$ 1,263,898	\$ 1,389,619	\$ 1,426,300	\$ 1,506,400	\$ 80,100	5.76%
Unclassified	\$ 1,103,867	\$ 1,157,050	\$ 1,048,576	\$ 970,099	\$ 995,897	\$ 25,798	2.46%
Debt Service	\$ 705,347	\$ 700,714	\$ 593,159	\$ 493,207	\$ 293,220	\$ (199,987)	-33.72%
Total Expenditures	\$ 21,717,335	\$ 22,050,472	\$ 22,268,288	\$ 23,117,373	\$ 24,127,573	\$ 1,010,200	4.54%
Other Financing Sources/(Uses)	\$ (610,373)	\$ (1,100,985)	\$ (1,153,434)	\$ 323,000	\$ 890,000	\$ 567,000	-49.16%
Change in Fund Balance	\$ (247,818)	\$ (657,350)	\$ (1,016,079)	\$ 70,504	\$ -	\$ (70,504)	
Ending Fund Balance	\$ 6,326,427	\$ 5,669,077	\$ 4,652,998	\$ 4,723,502	\$ 4,723,502	\$ -	0.00%

General Fund							
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Projected	FY 2014 Budgeted
Beginning Balance	\$ 5,478,795	\$ 5,705,233	\$ 6,574,246	\$ 6,326,428	\$ 5,669,078	\$ 4,653,000	\$ 4,723,504
Revenue	\$ 24,527,473	\$ 25,384,739	\$ 22,079,890	\$ 22,494,107	\$ 22,405,643	\$ 22,364,877	\$ 23,237,573
Expenditures	\$ 23,521,831	\$ 24,410,374	\$ 21,717,335	\$ 22,050,472	\$ 22,268,287	\$ 23,117,373	\$ 24,127,573
Other Sources/(Uses)	\$ (779,204)	\$ (105,352)	\$ (610,373)	\$ (1,100,985)	\$ (1,153,434)	\$ 823,000	\$ 890,000
Ending Balance	\$ 5,705,233	\$ 6,574,246	\$ 6,326,428	\$ 5,669,078	\$ 4,653,000	\$ 4,723,504	\$ 4,723,504
Change in Fund Balance	\$ 226,438	\$ 869,013	\$ (247,818)	\$ (657,350)	\$ (1,016,078)	\$ 70,504	\$ -

GENERAL GOVERNMENT

Town Council

Council Overview

The Town council's main function is to enact legislation for the Town and ensure that it is implemented by the Town manager. There are seven councilors in Freeport; four are elected from specific districts and three are elected at-large. Each councilor is elected for a three-year term.

Major Accomplishments for FY 2012 and FY 2013

During FY 2012 and FY 2013, the Council worked with Town staff and local contractors to complete and open the Hunter Road Fields recreation facility. Since its open, hundreds of people of all ages have utilized the facility, and the Town council notes that there is no debt associated with the project. During FY 2013, the Town Council held a Townwide charrette to invite citizens to gather in small groups with Councilors and facilitator to hear comments and concerns as well as plan out long-term policies for the facility. This has helped to ensure that all voices were heard in the development of the long-term vision for the facility.

During FY 2013 the Town Council and staff identified the need to listen to residents with many different media, including electronic/social media. The website www.freeporttalks.org was launched, and staff and the Town Council worked together to post current and sometimes controversial questions to receive input that may otherwise not have been heard by the Town Council. This was done in conjunction with the development of the Council and staff Communications Working Group, which seeks to improve communications at all levels between the public and local government.

One of the Town Council's 2012 goals and objectives was to "Hire an Excellent Town Manager"; during the end of FY 2012 and beginning of FY 2013 the Town Council hired a local search firm and interviewed many candidates. In July of 2012 the search ended in the hiring of Peter Joseph, a very innovative and progressive manager with much experience. Mr. Joseph was named one of New Hampshire's "40 Best Under 40" for his successful management experience.

The Town Council's 2012 goals included bidding out and awarding contracts for auditing and investment advisory and trust services. The Town Council and staff completed both tasks, and new firms have won both contracts. Both the Town Council and staff were pleased with the interest in both bids, and are enjoying working with the new firms. The audit proposal will save the Town \$1,000 per year in auditing service and will allow a new firm to review the Town's financial practices and internal controls. The trust and investment advisor fees have been reduced from 25 basis points to 20 basis points on the trust side, and the new firm's strategy has been to take a more active management role in the Town's funds in order to save money on the actual charges from the investment funds themselves. While this is very hard to quantify due to market fluctuations and the changes from actively managed (more expensive) funds to the indexed (less expensive) funds being managed by the firm and included in the 20 basis points will likely save the reserve and trust funds approximately \$50,000 annually.

FY 2014 Goals and Objectives

Each December after the November election, the new council sits decides on the next calendar year's goals and objectives. The Town council's 2013 goals are as follows:

- Operate cohesively as a group, promote intercommunication and information exchange between Councilors and conduct business efficiently, while promoting transparency of Town government.
- Develop and approve municipal operating and capital budgets that anticipate reductions in State aid to RSU#5 as well as reductions in municipal revenue sharing.
- Prioritize, evaluate and control expenditures to minimize the impact on tax payers and strive to maintain the current tax rate.
- Continue efforts to engage and inform as many residents as possible in decisions affecting the Town's future. Consider and adopt the Strategic Communications Plan drafted by the Communications Committee to guide this process.
- Conduct a workshop or series of workshops with the Board of Directors for RSU#5 and the representatives of Durham and Pownal to identify ways to collaborate in the administration of municipal services and collectively assess the potential impact of the RSU#5 budget on local tax rate.
- Foster economic development that supports our downtown and protects our natural areas, as recommended in our Comprehensive Plan, and support the growth of small businesses.
- Develop a strategic sustainability plan for Freeport.

Performance Measures

The Town Council's performance measures are listed under the Town manager's department, as the departments' performance measures as the same.

Budget

Town Council	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 8,763	\$ 8,900	\$ 8,900	\$ 8,900
Contracted Services	\$ 136,140	\$ 103,485	\$ 113,371	\$ 119,235
Special Projects				
Supplies	\$ 1,884	\$ 2,000	\$ 3,000	\$ 2,000
Total	\$ 146,787	\$ 114,385	\$ 125,271	\$ 130,135

Town Manager

Department Overview All department heads report to the Town manager, but the administrative services departments include finance, assessing, Town clerk and elections, codes and planning, general assistance (welfare), and agency support. The Town manager's function is to insure adherence to the Town charter and ordinances, and set policies and guidelines for staff, and act as a liaison between the Town council and departments. The Town council's goals and objectives set the guidelines for the Town manager's annual priorities. They are listed in the above section, and summarized below in the FY 2014 Goals and Objectives section.

Major Accomplishments for FY 2012 and FY 2013

The Town manager works very closely with the Town council and many of his goals are set by the council. During FY 2012 and FY 2013, the Town manager worked with the finance department staff on construction of amendments to the fund balance, tax rate stabilization, and investment policies in order to keep up with GFOA and local best practices. The changes included increasing the amount of minimum fund balance the Town will have on the books as of June 30th of each year from one month to one and-a-half months, defining proper uses of the Town's \$1 million tax rate stabilization fund, and lowering the percentage of equity funds in the reserve fund investments from 30 percent to 25 percent in order to shelter more funds from risk in tough economic times.

The Town manager worked with the Town Council to reorganize the department of public works which resulted in less administration and reduced payroll.

The manager assisted in the development of an ordinance banning the sale and display of consumer fireworks in the Town of Freeport.

The manager authorized leases between the Town and Northern New England Passenger Rail Authority to provide for the arrival of Amtrak service.

The manager assisted with the creation of a green crab eradication project to assist in revitalizing the shellfish harvesting industry in Freeport.



Photo Courtesy Town Staff

This is a netted box built to keep the invasive green crab species out of the clam flats. The test is to study if more clams are seeded and survive in the box where the crabs are not able to enter than in the remainder of the Little River Cove.

The Town manager worked closely with his staff and Councilors on creation of and execution of directives coming from the Communications Working Group. The Town Council has made a large effort to improve communications with the public on upcoming government events, plans, and policies. The CWG has written and the Town Council has adopted the Communications plan; the manager's achievement has been to ensure that these new communications

are executed via www.freeporttalks.org, the Town's e-mail list, working with the press to focus on accuracy in reporting, and numerous other communications improvements.

FY 2014 Goals and Objectives

During FY 2014, the Town manager will work with the Town Council and staff on the Council goals listed above, in addition to implementing train whistle “quiet zones”. As of the writing of this document, the Town Council has just adopted the quiet zones, and this will alleviate much aggravation of the homeowners living near the tracks who had complained of declining property values, waking children, and other inconveniences.

The Town manager will be working on Council goals, and will be working particularly on the economic development goals of implementing the Comprehensive Plan and supporting local business development.

One of the Town manager’s current projects has been to assist the Town Council in hiring a consultant and assist with an analysis of whether it makes financial and prudent sense to withdraw from RSU #5. In 2009, the Town was required by a new State of Maine mandate to consolidate its municipal school department and become part of a Regional School Unit. The hope was that this type of consolidation would save on administrative costs, and Freeport consolidated with neighboring Pownal and Durham. The Three towns have been together for four fiscal years now, and some residents from each town believe the goals of each town are different enough that separating may make sense.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012
Town Council/Town Manager	Items of Business Considered	176	167	167	187
	Number of Council Meetings Held	20	22	22	25
	Number of Council Work Sessions Held	12	16	16	19

Budget

Town Manager	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 121,659	\$ 123,272	\$ 123,272	\$ 102,000
Contracted Services	\$ 8,063	\$ 8,500	\$ 7,000	\$ 5,500
Special Projects				
Supplies	\$ 772	\$ 1,000	\$ 750	\$ 1,000
Total	\$ 130,494	\$ 132,772	\$ 131,022	\$ 108,500

Finance and Assessing

Department Overview The finance department employs four employees and shares an employee with the public works department. The department is responsible for all property and excise tax collection for 4,500 real property and 500 personal property accounts and approximately 8,000 automobiles annually, weekly payroll for the Town's 60 full-time and 100 part-time employees, paying all of the Town's weekly invoices and billing for any receivables, creating the annual budget document, preparing the financial statements and working with the Town's audit firm on the annual audit field work, assisting the departments in monitoring their budgets and reconciling all bank accounts and investing the Town's funds in accordance with the State statute and applicable policies. In addition, the finance department is in charge of the Town's information technology needs. The Town works with an outside firm for the actual technical work, but all projects fall under the finance department for budgeting, scheduling, and follow-up.

The purpose of the assessing department is to equally distribute the property tax burden to owners according to the approximate market value of their taxable property. To this end, the office annually inspects hundreds of properties; the assessor's goal is to inspect approximately the same number of parcels each year. The assessor's job is not to create value, but to observe and approximate the existing value. The assessing department employs the Town's assessor and his deputy assessor. Both are Certified Maine Assessors, and both employees work on valuing real and personal property in Freeport. The Town has approximately 4,500 real and 500 personal property accounts; the assessing department ensures that all are valued accurately, including assessing additions, deletions, and changes as of April 1st each year as required by Maine State Statute. In addition, it is the assessor's duty to educate the public about the various State exemption programs for example, for primary residences (Homestead Exemption) or Veterans' exemptions. These programs give a bit of relief to the different homeowners in an effort to keep property taxes affordable. They are set by State Statute, and the amounts of the exemptions are consistent for each town Statewide. It is the Assessor's duty to ensure fair and equal property assessments throughout the Town when he commits the property tax levy to the tax collector each year.

Major Accomplishments for FY 2012 and FY 2013

Over the past two fiscal years, the finance department has been very busy supervising numerous computer networking and other technology projects as part of a major network upgrade. The Town consolidated its domain, so all departments (except Winslow Park) can share documents and files on the same servers. Those servers are then backed-up on-site and in the virtual cloud each night. In addition, the Town has unified virus protection, spam filtering, and updating. This was a major undertaking, as the Town's different buildings had been their own domains in the past.

The finance department assisted the Cable Television Franchise Negotiating Committee in completing its negotiations. Historically, the Town has received free internet and wide-area-network services; the Town's provider refused to continue this practice during the most recent contract negotiations, and the process stalled for five years. The finance department assisted in this process, and the Town received \$50,000 toward the cost of future fiber upgrades and wiring projects, a new ten-year contract with provider Comcast to provide five percent of fees collected (approximately \$80,000 annually), and a new wide-area network. The Town pays approximately \$2,400 per month for its new WAN, but will be using the \$50,000 to upgrade to a fiber network in two years when this WAN contract has expired.

Part of the negotiations included a new voice-over-IP telephone system. Historically, the Town's different buildings have had their own phone systems, and the system at the public safety building was failing. The Town had not negotiated a telephone contract since 2000, and the rates were high and inefficient. Staff negotiated a five-year hosted system that will save the Town a bit of money (approximately \$100 per month) and ensure that the public safety building has an updated system. This conversion began during FY 2013, but training and the "learning curve" continue as of the writing of this memo.

The assessing department completed a major software upgrade to its VISION assessing software. This included virtualizing a server with other Town servers, and implementing a new version of the new software. The department prepared for this task for approximately six months, and the transition was smooth during tax commitment time.

FY 2014 Goals and Objectives

The finance department oversees the Town's technology needs, and during FY 2014 will be working on bidding and implementing a rewiring project at the public safety building. The Town has just upgraded to a new gigabit network, and will be rewiring this last building in CAT 6 cable in order to take advantage of its new switches. In addition, the Town is contracting with a local vendor to install fiberoptic cable between the Town hall and public safety buildings. The goal is to move all servers at Town hall to the public safety building to take advantage of the generator. The downtown area does not lose power often, but when it does the Town hall servers are shut down this is inefficient and can cause equipment failure.

The finance department is very excited about the Town's second GFOA Distinguished Budget Award submission. While the Town won the award last year, there are always reviewer comments during the first (and subsequent) years, and staff enjoyed responding to those comments and making the document better. The department has worked very hard on this document, and is hoping for a FY 2014 win!

The finance department has been working with the State of Maine on developing an online property tax payment solution that would be paid for by the State and then reimbursed by the users of the system on a "per-transaction" basis. This has proven to be a very slow and difficult task, as it would require the Town to upload its property tax delinquency file to the State each night for interest and fee computation. It is likely that staff will begin working with its accounting software vendor and include the \$10,000 charge for this software. Residents are asking for the service and technology, and due to the finance department's small staff and inability for the counter clerk to assist people in person and answer each call as it comes in, this may be the reasonable solution.

During FY 2014, the assessing department will be monitoring the Maine's real estate market conditions closely, as the real estate market is still subject to great variation and fluctuation. This will be done mainly before the September 15th tax commitment, but will continue throughout the year for the FY 2015 assessments. The reader may recall that the Town's assessor determined during FY 2011 that all properties were overvalued by 15 percent due to market changes, and reduced all values to accommodate these market changes.

The assessing department will be working very hard during FY 2014 to convert 3,000 paper property record cards to an electronic format for use. The current system takes up much room, is subject to "wear-and-tear" with normal use (realtors, staff, and other people routinely access these files), and inefficient with the advent of new technology.

The finance department is very excited to be working with its main depository bank on a "positive pay" anti-fraud software solution for its accounts payable checks. As a response to the

Town's inquiry, the bank purchased the software, and the parties are just beginning to test the system. Staff expects to be fully utilizing "positive pay" by November 1st, 2013.

Performance Measures

Finance Department	FY 2009	FY 2010	FY 2011	FY 2012
Accounts Payable Checks Issued	6447	3837	3545	3569
Vehicle Registrations Completed	8200	8203	8245	8246
Tax Bills Issued	4308	4359	4381	4397

Assessing Department	FY 2009	FY 2010	FY 2011	FY 2012
Parcel Count	4321	4371	4391	4394
Abatements	60	24	41	30
Supplemental Bills	2	1	7	3

Budget-Finance Department

Finance	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 233,076	\$ 224,743	\$ 224,743	\$ 234,678
Contracted Services	\$ 110,078	\$ 99,700	\$ 107,750	\$ 100,150
Special Projects				
Supplies	\$ 5,785	\$ 7,000	\$ 5,000	\$ 7,000
Total	\$ 348,938	\$ 331,443	\$ 337,493	\$ 341,828

Budget-Assessing Department

Assessing	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 114,262	\$ 124,340	\$ 124,340	\$ 128,605
Contracted Services	\$ 17,677	\$ 19,710	\$ 19,110	\$ 30,000
Special Projects				
Supplies	\$ 1,240	\$ 1,440	\$ 1,540	\$ 1,540
Total	\$ 133,179	\$ 145,490	\$ 144,990	\$ 160,145

Town Clerk and Elections

Department Overview

The Freeport Town Clerk's office supervises all federal, state, and local elections as well as processing all victualer's, animal, shellfish, hunting and fishing licenses, and maintains all vital statistic records (births, deaths, and marriages) for the Town of Freeport. The department employs the clerk and a 30 hour-per-week deputy clerk.

Major Accomplishments for FY 2012 and FY 2013

FY 2012 was a time of transition for the Town Clerk's office; the Town Clerk announced her retirement during the middle of FY 2012, and this gave the Town time to prepare for her departure and transition a new clerk into the position. While the transition was significant, the clerk's office still managed to automate its cash receipting process. Their department implemented an electronic inquiry system in addition to adding the cash receipting process.

The new Town clerk arrived in May of 2012 and during her first year and while she had a goal of digitizing the Town's vital records, the budget was not sufficient (she did not arrive until after the FY 2013 budget was adopted) so she and her deputy purchased protective sleeves in order to preserve the documents, and completed the vital records books from 1964-1974 and 1987-1990. These will protect the books from deterioration from being touched and potentially ripped.

The deputy clerk achieved her Certified Clerk of Maine (CCM) designation from the Maine Town and City Clerks' Association. The Town clerk continued the education process to earn points toward the Master Municipal Clerk (MMC) designation from the International Institute of Municipal Clerks, and also toward lifetime certification from the Maine Town and City Clerks' Association.

FY 2014 Goals and Objectives

The clerk's office will be continuing "data clean-up" in the Central Voter Registration system during FY 2013, so all voter registration cards are complete in the State's electronic database.

The FY 2014 budget includes \$400 for purchase of and conversion to an electronic dog registration database. Currently, the department uses a series of Excel worksheets; this is inefficient. Once the department has converted to new software, the clerks can work more seamlessly with animal control for enforcement and other departments for cross-training in addition to having a more modern and professional system of licensing dogs which is required by State law.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012
Town Clerk	Victualers Licenses Issued	89	90	95	93
	Liquor Licenses Issued	22	20	22	20
	Dogs Licensed	1139	1139	1287	1317
	Shellfish Licenses Issued	145	153	155	155

Budget

Town Clerk And Elections	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 85,086	\$ 88,180	\$ 87,180	\$ 91,487
Contracted Services	\$ 9,038	\$ 10,050	\$ 9,050	\$ 10,850
Special Projects				
Supplies	\$ 867	\$ 600	\$ 600	\$ 2,500
Total	\$ 94,990	\$ 98,830	\$ 96,830	\$ 104,837

Codes and Planning

Department Overview

The codes office is responsible for ensuring that residential and commercial development meets federal, state and local regulations. The planning department primary purpose is to provide technical support to citizen planners in developing visions for the future and strategies to achieve the visions. The planning department also writes grants for important projects, identifies ways to reduce energy consumption, participates in regional transportation planning, works closely with the Freeport Economic Development Corporation on expanding Freeport's economic base, and assists other departments and staff on a wide variety of projects. The planning department consists of the planner and assistant to the planner and the codes department simply consists of the codes enforcement officer.

Major Accomplishments for FY 2012 and FY 2013

Having adopted a Comprehensive Plan in 2011, the planning department and the planning board have been busy implementing the many and diverse recommendations. For example, the department and planning board conducted a village parking requirement study. The Town's parking requirement was identified by some business owners as a barrier to future commercial development in the village. The study analyzed how the Town businesses use parking, numbers of spaces, and who is actually paying for "free" parking. Another project the department and planning board undertook was to allow for a more diverse housing stock. Regulations were developed allowing for smaller than standard lots. That change allowed three new smaller houses on smaller lots in the village.

With the planning department taking the lead, the town is exploring expanding the use of solar panels to lower our dependence on fossil fuels. The Town is exploring a public/private partnership to accomplish this goal. In short, the town is looking for businesses and individuals to purchase solar panels for town buildings. Renewal energy resources come with significant tax incentives, accelerated depreciation schedules, rebates, and renewable energy credits. The private sector gets the benefit of the incentives and then sells the panels to the town when the incentives expire at a significantly lower cost. This is a win-win situation. The concept is new, but businesses and the government are being educated on the possibilities.

FY 2014 Goals and Objectives

Freeport village is fortunate to have the benefit of natural gas at rates that are significantly lower than oil. Staff is exploring the option of expanding the natural gas offerings to residential neighborhoods. Reducing business and residential energy cost is viewed as a way to stimulate the local economy. The less money spent on foreign fuel, the better the chance that money will be spent locally. In addition to expanding natural gas, the town is also developing ways to inform the public on ways to reduce their energy consumption through insulation and sealing and with high efficient mechanical systems and renewal energy resources.

Maintaining and expanding local food sources is another project of the planning department. The Town created a task force to review regulations regarding agriculture. Staff and the Town council determined that many of the rules were antiquated and updates were made so that farms have the flexibility they need to be viable. Seafood products are another important food source. Shellfish harvesters identified predators and other environmental conditions that threaten the future of the soft shell clams and other shellfish. In response the planning department secured a grant to collect data so that recommendations on how to proceed can be made. The Town Council also appropriated funds to trap green crabs a known predator. Data is being collected this year so that an action plan can be developed.

The project Review Board continues to review commercial and residential development proposals to ensure high quality construction and adherence to regulations. The Board has been reviewing the ordinance that they administer and making recommendation on how they can be improved. This past year the Site Plan Review ordinance was updated to be more user friendly. The Design Review Ordinance will be reviewed next year. The town is always looking for ways to streamline and improve the permitting process without lowering standards.

In FY 2014, the planning department will continue to work on a wide variety of projects so that Freeport can continue to be a great place to live and do business.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012
Codes Enforcement and Planning Departments	Residential Permits Issued	30	28	37	59
	Commercial Permits Issued	14	9	13	8

Budget

Codes Enforcement	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 72,118	\$ 72,280	\$ 72,280	\$ 73,439
Contracted Services	\$ 3,227	\$ 5,650	\$ 3,750	\$ 4,330
Special Projects				
Supplies	\$ 225	\$ 150	\$ 400	\$ 300
Total	\$ 75,571	\$ 78,080	\$ 76,430	\$ 78,069

Planning	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 122,249	\$ 125,643	\$ 127,143	\$ 130,263
Contracted Services	\$ 3,981	\$ 7,175	\$ 7,675	\$ 7,675
Special Projects	\$ -	\$ 1,200	\$ 800	\$ 1,200
Supplies	\$ 957	\$ 700	\$ 700	\$ 700
Total	\$ 127,187	\$ 134,718	\$ 136,318	\$ 139,838

General Assistance and Agency Support

Department Overview

The State of Maine Statute requires all Towns to have a general assistance program which is a last resort for people who are poor or indigent. The program is funded through the Town's general fund, and half of the welfare expenditures are reimbursed by the State of Maine. The welfare department is staffed by the general assistance administrator, and while she administers general assistance for the Towns of Freeport and neighboring Yarmouth and administers heating assistance and medicine through two trust funds, the general assistance administrator also does many other duties such as website posting and maintenance and special projects for the Town manager as directed.

Major Accomplishments for FY 2012 and FY 2013

The department exceeded its goal of generating (through Town council authorization and fundraising) \$15,000 to support the Freeport Heating Assistance Fund. The Town Council authorized a transfer of unexpended general assistance funds into the Freeport Heating Assistance Fund in the amount of \$8,000. Additionally, the town solicited private donations through a town-wide appeal through first class mailing, community cable & website advertisements, and Town Council meeting announcements which generated additional donations of over \$8,000. We were able to exceed our fundraising goal by over \$1,000.

The department set and achieved a goal of reducing expenditures on emergencies and emergency-related costs. This office worked with GA and heating assistance recipients to encourage self-sufficiency and reliance on emergency assistance by making sure they were utilizing their own resources efficiently and being responsible for monitoring their consumption of heating fuel. Recipients of general assistance and the heating assistance fund were instructed to spend money on specific basic necessities first, and told to check their fuel tanks to prevent running out of fuel which avoided additional costs for priming furnaces, pressure testing propane tanks & emergency deliveries. Past recipients of these funds were told prior to the heating season that these heating assistance funds would not be used for priming & emergency deliveries or reconnection charges to Central Maine Power Company. As a result, the town was able to avoid spending money on emergency deliveries and priming, thereby having more funds available for heating fuel.

The Town worked with local agencies and individuals in town to assist recipients in accessing energy efficiency programs which could provide recipients with more long-term solutions to their heating needs. Additionally, the Town identified homes in need of critical repairs and weatherization. By teaming up with a local contractor and the Habitat for Humanity, three homes received essential repairs and weatherization at no cost (local contractor donated his time and materials) or low cost (Habitat for Humanity donated the labor and part of the materials were provided at no cost and the remainder paid by homeowner).

The department achieved its goal of communicating program changes and potential impact of these changes on GA recipients so they were more prepared for the financial impact of these changes. All past recipients of heating assistance funds were sent a letter during the summer which outlined changes in how funds would be dispersed, program changes and also provided

them with information on other available resources that could assist them with their heating and energy efficiency needs.

FY 2014 Goals

Recent changes made at the State level affecting both eligibility for and administration of the general assistance program will likely result in fewer applicants being eligible for assistance (or eligible for less). Coupled with the repeal of the Circuit Breaker Program (State of Maine rent and property tax rebate program based upon income), there may be more households experiencing hardship in making ends meet during the coming year. As we approach the next heating season, it is probable that we will see an increase in the number of households finding it more difficult to pay for their heating fuel and property taxes and fewer resources and programs available. As a result, some of the objectives for FY 2014 will be to continue and build upon goals achieved in FY 2013.

In addition to the FY 2013 goals, this office will look at making additional efforts to assist households in making short and long term changes that can reduce some of their heat and utility costs by:

1. Offering Educational Opportunities which can assist residents in learning how to make their homes more energy efficient (workshops, lecture series).
2. Providing information and/or assistance in accessing existing programs that can offer financial assistance for homeowners interested in making their homes more energy efficient.
3. Identifying and/or creating new projects that can provide low cost opportunities for residents to make their homes more energy efficient.

Also, it will be important to make sure residents are aware of the changes made at the state level that will affect them. A letter will go out to residents this summer who have received assistance in filling out their Circuit Breaker Program applications, as well as those who have received heating assistance, updating them about program changes that may affect them financially and also keep them informed of the town's efforts (see above paragraph) to provide education and access to available resources that may be of assistance.

During the winter of 2011, there were an increasing number of Freeport's elderly and low-moderate income residents needing assistance to make it safely and warmly through the heating season. Although the Town had an established heating assistance fund, these funds had essentially been depleted during FY 2011. With the expectation that the cost of heating fuel was going to continue to rise, the knowledge that the sluggish economy was keeping peoples' incomes from being able to support those increases, and more residents being under or unemployed, it became paramount that the Town find a way to meet this increasing need for heating assistance.

As a result, the Town Council authorized a transfer of funds from the general assistance budget in the amount of \$7,000 to fund the heating assistance fund. Furthermore, a town-wide fundraising appeal was made prior to the heating season, which generated an additional \$12,000 to support this fund. As a result, 46 households were provided with essential heating assistance

during FY12, many of which were households that were not eligible (or eligible for very little) from other heating assistance programs.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012
General Assistance	Number of Heating Assistance Vouchers Issued	33	44	33	46
	Number of Clients Seen	78	85	107	87
	Number of People Assisted with Gould Trust Fund	70	67	48	54

Budget

General Assistance	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 61,708	\$ 68,815	\$ 68,815	\$ 69,917
Contracted Services	\$ 684	\$ 640	\$ 640	\$ 640
Special Projects	\$ 15,671	\$ 59,700	\$ 10,000	\$ 30,000
Supplies	\$ 36	\$ 200	\$ 200	\$ 200
Total	\$ 78,099	\$ 129,355	\$ 79,655	\$ 100,757

Human Services Agencies	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Regional Transportation	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Home Health	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Agency on Aging	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Independent Associates	\$ 1,000.00	\$ -	\$ -	\$ -
Freeport Community Services	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00
Family Crisis Center	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Freeport Dental Care	\$ -	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
Freeport Child Care	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Sexual Assault Response	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Freeport Edlers Assoc	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
American Red Cross	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Woodfords Family Services	\$ 500.00	\$ 400.00	\$ 400.00	\$ 400.00
THE PORT TEEN CENTER	\$ 2,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Total	\$ 37,500.00	\$ 43,200.00	\$ 43,200.00	\$ 43,200.00

The Human Services Agencies budget represents the Town Council's donations to entities that support Freeport families in all types of services from heating assistance to teen after-school programming.

FREEPORT COMMUNITY LIBRARY

Department Overview

The Freeport Community Library is a department of the Town, and serves all residents who wish to use its services. The library houses 55,000 volumes, and throughout the course of the year, lends approximately 120,000 books. While the Town does not have a formal counter, staff estimates that during FY 2013 and FY 2014, the library is expected to receive 100,000 visitors per year.

Major Accomplishments for FY 2012 and FY 2013

During the FY 2013 budgeting process, the Town Council increased the library budget to accommodate a technology librarian position, and the library director hired such a librarian. She is working each day on social media, mobile website, and other technology projects as well as assisting patrons use their own electronic devices as well as the Town's computer and locally-donated Amazon Kindles to access digital and audio books. This is exciting!

In addition, the library has used the increase in staffing and technology expertise to join the SOLAR Statewide inter-library loan system. This gives patrons access to 60 other Maine libraries as well as Colby, Bates, Bowdoin, and the University of Maine college library systems. That is a huge advance, as well as allowing the Town's book budget to remain stable as we now have access to the books at other libraries.

Local business L.L. Bean donated \$2,000 to the library; this enabled the department to host a summer reading program for young people. As of mid-July, this program already had 400 children enroll.

FY 2014 Goals and Objectives

During FY 2014, the library staff will inventory all books for entrance into the MARVEL Statewide inter-library loan system. The current SOLAR program is a major upgrade from the prior practice of no inter-library loan program, but still requires patrons to visit or call the library. The MARVEL system would allow patrons to order inter-library loan books from the comfort of their homes with use of their internet connections.

The librarians will be "weeding" through their book collection to ensure that the books in stock are in usable shape and still in-demand.

The librarians will be re-barcoding their books in order to participate in the MARVEL system.

The Town and library staff will make a conscious effort to promote and advertise the SOLAR and MARVEL programs. Currently, the staff has not done this as they wanted to be able to handle new traffic to the program slowly and train on its administration. Now that all staff members are proficient, advertising is appropriate.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012
Freeport Community Library	Number of childrens' programs conducted	600	600	600	495
	Number of children attending the childrens' programs	6500	6500	6500	5500
	Interlibrary Loans Received from Other Libraries	230	240	250	245

Budget

Freeport Community Library	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 241,345	\$ 279,691	\$ 279,691	\$ 316,286
Contracted Services	\$ 39,584	\$ 37,620	\$ 34,620	\$ 37,640
Special Projects	\$ 49,295	\$ 53,250	\$ 53,250	\$ 53,250
Supplies	\$ 5,124	\$ 5,750	\$ 8,450	\$ 5,750
Total	\$ 335,348	\$ 376,311	\$ 376,011	\$ 412,926

COMMUNITY CABLE TELEVISION

Department Overview

The cable television director is in charge of ensuring that all Town council meetings are televised and then indexed and placed on the Town's website video-on-demand program. In addition, the cable television director televises meetings from "off-site" locations such as the community center and the library. The department consists of the director and part-time employees who film events and complete other special projects.

Major Accomplishments for FY 2012 and FY 2013

During FY 2013, the Community Cable Television department purchased and began training on a 24-track audio mixing board. This greatly enhanced the sound quality of public productions and events for the viewers.

The department is proud to have implemented streaming video; this means that now public meetings can be viewed live on television and now via computer internet connection. This program has an \$1,800 operating budget impact. Due to tight economic and budget times, the Town Council found it very difficult to expend funds on a new program. However, communications and transparency are a big part of the Town Council's goals.

FY 2014 Goals and Objectives

The FY 2014 capital appropriation includes \$15,000; \$8,000 will be used to expand the video server hard drive storage capacity. The current hard drives are reaching capacity; these drives are USB-based, and the new hard drive is one drive that will be networked. This will allow more regular back-ups and ensure a more stable system with more redundancy.

During FY 2014 the cable television department will be upgrading all wireless microphones. This will ensure better sound quality and no interference. The amount of the project is \$20,000, and this was completed as a supplemental appropriation after the capital appropriation had been complete, as the change was not predicted. Fortunately, the cable television department capital budget is funded via franchise fees from Comcast. Comcast remits five percent of all cable television fees to the Town as part of a franchise fee; this totals approximately \$80,000 annually and is placed into the reserve. In the FY 2014 budget, \$65,000 will be transferred into the general fund to offset the cable television operating budget.

The cable television department is going to be installing new video-editing storage hard drives. As with the video server, these hard drives are USB-based and reaching capacity. The new hard drives will be capable of storing editing projects more efficiently and with more stability than the USB drives which were quickly filling up and becoming antiquated technology.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012
Community Cable Television	Number of Meetings Produced	71	58	51	52
	Number of Meetings Posted on Video-on-Demand	N/A	N/A	45	46
	Average Number of Meetings Viewed Online Per Month	N/A	N/A	65	53
	Average Number of Hours Viewed Per Month on VOD	N/A	N/A	115	23

It is notable that the RSU began recording and cablecasting their own meetings during FY 2010; this is the reason for the decline in production figures. In addition, the video-on-demand statistics are not applicable for FY 2009 and FY 2010 because the Town council appropriated the funds for this project for FY 2011. It is notable that the "Average Number of Hours Viewed per Month on VOD" declined from FY 2011 to FY 2012; this was expected as people became more familiar

with the VOD system and more meetings are indexed. This enables people to find their desired section with the click of a mouse instead of having to search through many portions of a meeting.

Budget

Cable TV	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 56,912	\$ 58,480	\$ 58,480	\$ 60,173
Contracted Services	\$ 2,673	\$ 3,500	\$ 3,500	\$ 4,140
Special Projects	\$ -	\$ 4,800	\$ 4,800	\$ 4,800
Supplies	\$ 11,712	\$ 6,000	\$ 6,000	\$ 7,750
Total	\$ 71,298	\$ 72,780	\$ 72,780	\$ 76,863

**PUBLIC SAFETY
POLICE DEPARTMENT**

Department Overview

The police department currently employs one chief, one lieutenant, two sergeants, one detective, one school resource officer, one shellfish warden, six patrol officers, three reserve officers, one full-time receptionist (shared with the rescue billing staff), and an administrative assistant. The law enforcement officers work ten-hour shifts, and the clerical staff works a regular five-day work week.



Photo Courtesy Town Staff

Major Accomplishments for FY 2011 and FY 2012

During FY 2012, the police department worked with the municipal facilities to conduct a thorough and detailed review of the police department duties and staffing levels. During this process we examined the number of officers on the department, and how the department is organized. Like many other town departments, the police department has had a steady increase in calls for service over the past several years. In addition, many of the calls for service are requiring more detailed investigations and officer time, which means less time on patrol. In addition, the low staffing levels during a vacation, sick, or training time required the use of costly overtime or a “shift-swap” between officers which ultimately left each shift short by one officer. The department’s ultimate goal was to add an additional police officer to the force. This new position was approved by the town council for the FY 13 budget year. The new officer was hired and completed the Basic Police Training at the Maine Criminal Justice Academy. The department set a FY 2013 goal of increasing its speed patrol with the additional staffing. It is notable that between FY 2011 and FY 2012, the department increased their speed patrol from 1,996 speed-related contacts (warnings and tickets) to 2,560. Staff expects that to increase further in FY 2013 and FY 2014.



Photo Courtesy Town Staff

FY 2014 Goals and Objectives

At the end of FY 2013, the department began a K-9 unit program. The department purchased Cassie and Officer Moorhouse has began training her. The department anticipates that Cassie will obtain her basic certification by the fall of 2013, and then will be trained in drug detection and advanced tracking. The addition of the K-9 unit will be extremely valuable to the department. Freeport has many large buildings and warehouses; the K-9 will make these building searches much more thorough and quicker. This will save manpower, time, and assist in keeping officers safer. As of the writing of this budget document, the department is very proud of the K-9 officer and Cassie, as they are ahead of their training schedule by approximately nine months. This has been a long-term personal goal of Officer Moorhouse, and he is training Cassie each day!

Performance Measures

		CY 2009	CY 2010	CY 2011	CY 2012
Police Department	Calls Answered	8,457	12,500	9,311	10,434
	Number of Arrests	225	230	263	276
	Motor Vehicle Accidents	248	250	288	278
	Traffic Summonses-Fiscal Year	1,602	1,725	1,996	2,560

It is notable that due to software constraints, the police department can only provide calendar-year statistics for the number of calls answered, number of arrests, and the number of motor vehicle accidents.

Budget

Police	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 801,830	\$ 845,683	\$ 860,683	\$ 885,686
Contracted Services	\$ 67,762	\$ 74,600	\$ 85,500	\$ 76,015
Special Projects	\$ 24,305	\$ 27,000	\$ 33,226	\$ 33,800
Supplies	\$ 52,063	\$ 55,400	\$ 53,000	\$ 60,900
Total	\$ 945,960	\$ 1,002,683	\$ 1,032,409	\$ 1,056,401

Special Enforcement	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 46,479	\$ 45,489	\$ 45,489	\$ 46,956
Contracted Services	\$ 5,358	\$ 6,500	\$ 6,500	\$ 7,820
Special Projects				
Supplies	\$ 126	\$ 300	\$ 300	\$ 300
Total	\$ 51,963	\$ 52,289	\$ 52,289	\$ 55,076

Public Safety Reception	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 16,686	\$ 25,606	\$ 26,739	\$ 27,330
Contracted Services	\$ 18,993	\$ 22,680	\$ 19,500	\$ 22,180
Special Projects	\$ 123,600	\$ 127,308	\$ 127,308	\$ 131,127
Supplies	\$ -	\$ 250	\$ 250	\$ 250
Total	\$ 159,279	\$ 175,844	\$ 173,797	\$ 180,887

It is notable that the “special projects” category in the Public Safety Reception budget is the payments from the Town of Freeport to the Town of Brunswick for consolidated dispatch services.

FIRE AND RESCUE DEPARTMENTS

Department Overview

The fire and rescue departments are supervised by the fire chief, and include three deputy chiefs (one full-time and two part-time), three captains (all call personnel), and seven lieutenants (all call personnel), and approximately 50 call personnel. This includes firefighters, emergency medical technicians (EMT-B, EMT-I, and EMT-P levels). The department handles approximately 550 fire calls, 650 emergency rescue calls, and some of the same staff works on the non-emergency side on the 1150 annual non-emergency transport calls annually.



Photo Courtesy Town Staff

Major Accomplishments for FY 2012 and FY 2013

The department expanded its automated external defibrillator stations throughout the Town, and upgraded its “Heartsafe” community designation as designated by the State of Maine. The State of Maine’s Department of Health and Human Services website shows that there are 58 such designated agencies in the State that cover 266 communities and 838,799 residents. A continuing goal of this accomplishment has been to train all departments on the new equipment. During FY 2012 and FY 2013 the library, Town hall, and public works facilities. During the upcoming year, the department staff will be installing machines and training the Winslow Park staff, folks at the Freeport Community Center, and the RSU #5 Freeport Performing Arts Center.



Photo Courtesy Town Staff

During FY 2013 members of the department converted a forestry unit from a four wheel drive pickup truck to a one ton utility style body to better serve as a forestry firefighting vehicle. The efforts of our members in this conversion project saved the municipality approximately \$20,000 from buying a fully built commercially produced unit. That new unit is shown to the left.

The department conducted rural water supply training in areas that do not have fire hydrants and would require the use of a pumper truck in order to lower its ISO rating. The department has been notified that the non-hydranted areas the Town’s rating dropped from a nine to a four, and in hydranted areas the Town dropped from a four to a three. The fire chief has been in the fire service for 40 years and reports that this is the largest drop he has seen!

The fire and rescue departments have been working hard and began billing for the Cities of Saco and Biddeford during FY 2013; the annual revenue generated from this new program is 3.25 percent of the amount collected on behalf of the two cities. As of June 30th, 2013, the program is on track to generate approximately \$45,000 annually.

FY 2014 Goals and Objectives

The department has worked very diligently on a six-town/five-year ambulance bidding and purchase program, and plans to begin the process of planning its upcoming rescue purchase by September 30th, 2013.

The Town achieved a “Heartsafe Community” designation from the State of Maine; during FY 2014, the department will use capital funds from the “equipment” line item in the rescue capital plan to purchase new AED machines for the Winslow Park, Community Center, and Freeport Performing Arts Center facilities. Each hosts many large public gatherings annually, and this would be a great enhancement for the “Heartsafe Community” designation. That will be done by September 1st, 2013.

The department will be actively seeking methods of retaining its employees; it is very difficult to maintain a “call firefighting” force in these days when people are increasingly busy. The Town is lucky to have a force of approximately 60 firefighters/paramedics, and the department will be working hard to effectively train and retain its employees.

The department will be putting together a focus group of employees to study the large engine replacement capital need for FY 2015. The focus group will analyze the Town’s needs regarding firefighting apparatus, and make a recommendation to the Town manager and Town Council in the upcoming budget cycle for this major purchase.

The department will be completing the purchase of five cardiac defibrillator/monitors with new laptops for recording rescue patient reporting. The computers were partially funded from a State of Maine grant; the local funding was done through the rescue reserve electronic run reporting update project for \$15,000 in the capital improvements plan. This project will be completed by September of 2013.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012
Fire and Rescue Departments	Structure Fire Responses	39	48	36	24
	Patients Transported	740	647	715	783
	Emergency Bills Issued	740	647	715	783

Budget

Fire	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 284,758	\$ 378,768	\$ 378,768	\$ 386,781
Contracted Services	\$ 59,863	\$ 60,555	\$ 56,500	\$ 60,555
Special Projects	\$ 2,143	\$ 3,500	\$ 3,500	\$ 3,500
Supplies	\$ 18,396	\$ 23,578	\$ 26,300	\$ 24,900
Total	\$ 365,160	\$ 466,401	\$ 465,068	\$ 475,736

Rescue	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 266,965	\$ 253,911	\$ 253,911	\$ 257,163
Contracted Services	\$ 33,323	\$ 38,880	\$ 36,930	\$ 38,880
Special Projects	\$ -	\$ 1,000	\$ 500	\$ 1,000
Supplies	\$ 33,098	\$ 36,450	\$ 35,500	\$ 36,450
Total	\$ 333,386	\$ 330,241	\$ 326,841	\$ 333,493

PUBLIC WORKS
PUBLIC WORKS DEPARTMENT
Department Overview

The public works department is comprised of a superintendent, crew leader, eight equipment operators and one mechanic; the FY 2014 budget includes \$15,690 for a half-time assistant for the department. During FY 2012, the long-time public works director retired; staff recognized that this was an opportunity to restructure the department in order to make the operations more efficient and save money in addition. The Town engineer took responsibility of supervising the department; the new structure has been working very well.

The public works department takes responsibility for all infrastructure improvements on Town roads (drainage and paving), snow plowing and sand/calcium chloride application, tree maintenance, ditching, and supervising any large-scale projects that are contracted to outside companies. Normally, the Town staff completes all road reconstruction work, and the foundation of the roadways. The paving is contracted to an outside company and supervised by the public works department.

Major Accomplishments for FY 2012 and FY 2013

During FY 2013, the department changed its method of pavement marking (street painting other than line striping, which has historically been contracted) from in-house to bidding and contracting this service. A local contractor performed the work, and it was a success. The Town still has capabilities to complete these types of pavement marking when the need arises for small-scale projects that are not large enough to efficiently contract.



During the FY 2013 budgeting process, staff proposed and the Town Council's adopted capital budget included \$112,000 for an excavator. Historically, the Town has rented an excavator, but calculated that purchasing a machine would save approximately \$200,000 over a ten-year period. In addition, contracting the pavement marking and purchasing the excavator have allowed the Town to begin its road reconstruction work earlier than normal by approximately three weeks from prior years.



During FY 2012, the Town won great praise from the Maine Department of Transportation for its participation in the new Municipal Partnership Initiative (MPI) program. The Town partnered with the State of Maine on two large-scale culvert replacement and reconstruction projects on Flying Point Road. Due to that success, the MDOT awarded another MPI grant to the Town to reconstruct South Street and add three-foot wide paved shoulders to improve safety for all users of the road, especially pedestrians and cyclists. The FY 2013 budget for this project is \$276,400; the project value to the Town is \$550,000. This project was finished as of June 30th, 2013 on-schedule.

Photos Courtesy of Town Staff
These photos show the Flying Point Road Culvert before and during reconstruction.

The Town included its share of a preservation pavement overlay plan in its 2011 capital budget. The State DOT was planning on paving approximately one and-a-half miles of U.S. Route 1 North that included paved shoulders over most of the road. However, the Town noticed that one small section of approximately 200 feet was not yet improved. Public works worked with the State DOT and improved the base of this shoulder including pavement, curb, and a catch basin, and the DOT included this in their paving project. That small improvement to this curve and adjacent road intersection in the road makes this road safer for through travel on bicycle and foot.

FY 2014 Goals and Objectives

A FY 2013 goal and objective was to review the department's operation; the result of that review was the change in contracting the pavement marking. This is continuing into FY 2014. The goal is to improve the level of service while sticking within the current budget. In addition, the Town engineer is working very hard to increase efficiency. Two examples are tree-trimming operations and sidewalk snowplowing services. Currently, the department completes tree-trimming duties by using pole saws and hand-trimming equipment between summer paving and winter plowing seasons. While the Town receives positive feedback on this, it is very labor-intensive and can be dangerous work. The department will be exploring new methods of conducting this work. The Town currently uses one single sidewalk plow machine frequently requires repairs during a storm. In addition, the Town has been building sidewalks in the Village area that are increasing its snow-plowing responsibility. During the FY 2014 budgeting process, the Town Council approved \$55,000 to be split between the Destination Freeport TIF and the public works capital appropriation for a new (refurbished) sidewalk plow so both can run at the same time.

Performance Measures

Public Works		FY 2009	FY 2010	FY 2011	FY 2012
Roads Program	Inches of Snow Plowed	95	52	101	97
	Tons of Road Salt Used	1,682	949	1,500	1,702
	Yards of Sand Used	2,000	1,400	1,700	908
	Gallons of Liquid Calcium Chloride Applied	3,342	2,700	2,800	4,150

Budget

Public Works General	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 509,258	\$ 560,695	\$ 567,695	\$ 574,670
Contracted Services	\$ 64,471	\$ 73,200	\$ 69,100	\$ 72,900
Special Projects				
Supplies	\$ 99,794	\$ 101,950	\$ 102,050	\$ 111,700
Total	\$ 673,523	\$ 735,845	\$ 738,845	\$ 759,270

Public Works Summer Roads	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel				
Contracted Services	\$ 15,662	\$ 22,000	\$ 21,218	\$ 22,000
Special Projects	\$ 451,553	\$ 459,100	\$ 459,000	\$ 559,100
Supplies	\$ 135,735	\$ 136,400	\$ 144,574	\$ 137,400
Total	\$ 602,951	\$ 617,500	\$ 624,792	\$ 718,500

Public Works Winter Roads	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel				
Contracted Services				
Special Projects				
Supplies	\$ 131,472	\$ 153,000	\$ 139,923	\$ 153,000
Total	\$ 131,472	\$ 153,000	\$ 139,923	\$ 153,000

Public Works Tree & Park	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel				
Contracted Services	\$ 1,939	\$ 13,500	\$ 13,000	\$ 13,500
Special Projects				
Supplies	\$ 1,054	\$ 2,000	\$ 1,600	\$ 2,000
Total	\$ 2,993	\$ 15,500	\$ 14,600	\$ 15,500

SOLID WASTE AND RECYCLING CENTER

Department Overview

The solid waste department consists of the facility manager, two full-time, and several part-time employees under the supervision of the Town engineer. The primary role of the department is the operation of the recycling center/transfer station on Hedgehog Mountain Road, and the operation of three satellite recycling locations. The Town's recycling center generates revenue from the sale of corrugated cardboard, mixed paper, metal, and HDPE containers. The single-sort recycling material is delivered to ecomaine recycling center in Portland for no fee, thereby reducing the cost of waste disposal Townwide.

Major Accomplishments for FY 2012 and FY 2013

The recycling committee has decided to implement a voucher program for residents to dispose of household hazardous waste at a licensed facility in Portland called Riverside Recycling Center. The voucher program will give residents a \$20 credit toward the cost of disposal at Riverside in order to encourage proper disposal of this material and remove it from the regular waste stream. Examples of hazardous materials include oil-based paint, pesticides, and insecticides. This program was implemented during FY 2013.

The department had an unexpected death in its manager at the end of FY 2012; it took the department some months to get a new manager hired and trained. One of her first accomplishments has been to reorganize and clean the facility; this has given it a "face-lift" and customers and employees alike have been very impressed with the new facility image and workplace.

Historically, the Town has offered a "clean-up week" during the spring when people can bring a truck load of household waste to the landfill. The new manager saw that this was very crowded, extra overtime was needed to fund the program, and the lines at the landfill were long. She spoke with the recycling committee and Town Council regarding an expansion to a "clean-up month". The Committee and Council were supportive, and the Town implemented this new program. This resulted in less overtime, no lines, and allowed residents more time to take advantage of the program. It was very successful for residents and employees!

During FY 2013, the Town Council appropriated \$27,000 for a satellite recycling facility on Hunter Road near the public works department. This has provided better access to recycling for the residents on the west side of Town. The feedback from residents has been very positive.

FY 2014 Goals and Objectives

The department will be expanding upon the "clean-up" effort at the recycling center. There are several piles of old recyclable metals and other items at the facility. The new manager has a goal of making the center as attractive on the outside as it is on the inside. This will be complete during the first six months of the fiscal year.

The department will be contracting out the painting of their oldest three buildings. These structures currently have wood and metal siding, which has been painted in more than ten years. This will be done as part of the beautification effort at the center. This will be done by November 30th, 2013.

After reviewing the demolition and disposal contracts during FY 2013, the staff will be reviewing the recycling contracts during FY 2014. The Town is conducting this review as part of the public works efficiency reviews. The contract review will be done by December 31st, 2013.

Performance Measures

It is notable that while the recycled material tonnage is decreasing, the tons of material disposed at ecomaine is declining faster than the recycled material. The result is that the Town is recycling at a higher rate each year. The reason for the decline in both recycling and disposal is unknown, but likely related to the economic downturn. Residents are consuming less.

		FY 2009	FY 2010	FY 2011	FY 2012
Solid Waste Department	Tons of Material Recycled in Silver Bullets	469	455	432	457
	Tons of Material Disposed at ecomaine	1,956	1,820	1,655	1,586
	Percent of Waste Recycled	27	27	29	30
	Visits to the Recycling Center for Household Clean-Up Week	N/A	450	450	505
	Tons of Hazardous Waste Recycled at Recycling Center	N/A	29	30	19

Budget

Solid Waste/Recycling	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 105,343	\$ 106,265	\$ 106,265	\$ 103,940
Contracted Services	\$ 279,265	\$ 307,500	\$ 308,952	\$ 320,800
Special Projects				
Supplies	\$ 12,595	\$ 14,750	\$ 14,000	\$ 12,750
Total	\$ 397,202	\$ 428,515	\$ 429,217	\$ 437,490

THE WINSLOW PARK FUND



Photo Courtesy Town Staff

THE WINSLOW PARK SPECIAL REVENUE FUND

Department Overview

Since Adelaide Winslow Harb donated the Park in 1953, the Town has been operating the park, and as the donation stipulates, placing all revenues generated into a special revenue fund. The Park generates approximately \$275,000 in annual camping and entrance fees, and average expenditures are approximately \$240,000 annually. This excess of revenues over expenditures has made it possible for the Winslow Park Commission to conduct a \$235,000 erosion control project during FY 2011 and FY 2012. This will help preserve the beach for many future visitors to the Park and campground. The Park employs a manager and numerous seasonal employees who maintain the grounds and take entrance fees. The annual payroll and benefits for employees has historically been approximately \$100,000, and the remaining \$140,000 goes into grounds maintenance, utilities, and other requirements of maintaining a large waterfront park, campground, and playground. The Winslow Park employs one manager who lives at the Park year-around and approximately 15 summer gatehouse keepers and groundspeople.

Major Accomplishments for FY 2012 and FY 2013

During Fiscal year 2012 staff constructed a new 12 x 16 covered timber frame bandstand that is the new home to the Park's Thursday night summer concert series.

A half court basketball court was constructed.

Over the winter staff computerized many of the Park's files as well as financial records such as sales tax, cash receipts, and other items. This will assist in records retention as well as improving Park staff and Town auditor access to these items when necessary.

The Winslow park commission voted not to implement park wide wireless internet, but chose only have it in the area close to the gatehouse. The Commission is still discussing website redevelopment options.

Staff constructed two new large stairways to the waterfront following the large erosion control project discussed above. The old stairs were in disrepair.

This past fall the bathroom at the Harb (rental) Cottage was completely remodeled in order to remediate prior water damage.

Extensive work was done by park staff to our water and well systems so that we can better monitor our water use and maintain our filtration and pump systems accordingly.

All eight shower facilities within the park were stripped and retiled, and two new ADA certified showers were installed.

Old outdated tools were removed from our woodshop and replaced with safer new technology.

A new 16 x 40 dock was installed at the Harb cottage pier for use by the park, the police department and the weekly tenants of our rental cottage.

FY 2014 Goals and Objectives

Currently the Park Commission and staff are planning on more upgrades to the bath facilities to include increased ventilation and a more efficient lighting system. This will save the facility from the potential of mold in addition to saving money on electricity when the lighting system is operable.

The Park staff continues to work on its drainage problems which have been an issue for many years through trenches, retaining areas, and piping water to unused areas. This is an ongoing project.

The Park staff is installing newer safety equipment including upgraded fuel storage. The goal is to complete the fuel storage by December 31st, 2013.

We continue to purchase and plant both trees and shrubs along our shore land areas to improve the erosion control and to replace many of the large trees that we lost in the major storms of this past year. While this is ongoing, the majority of the trees will be planted by November 1st, 2013.

Repairs including interior painting, insulation and chimney repairs and the removal and replacement of an entry way and deck that has rot issues on the old farmhouse will be the focus of the fall and winter seasons.

Performance Measures

		Calendar Year			
		2009	2010	2011	2012
Winslow Park	Family Season Passes	315	320	435	460
	Daily Visitors	13,752	18,150	23,900	23,994

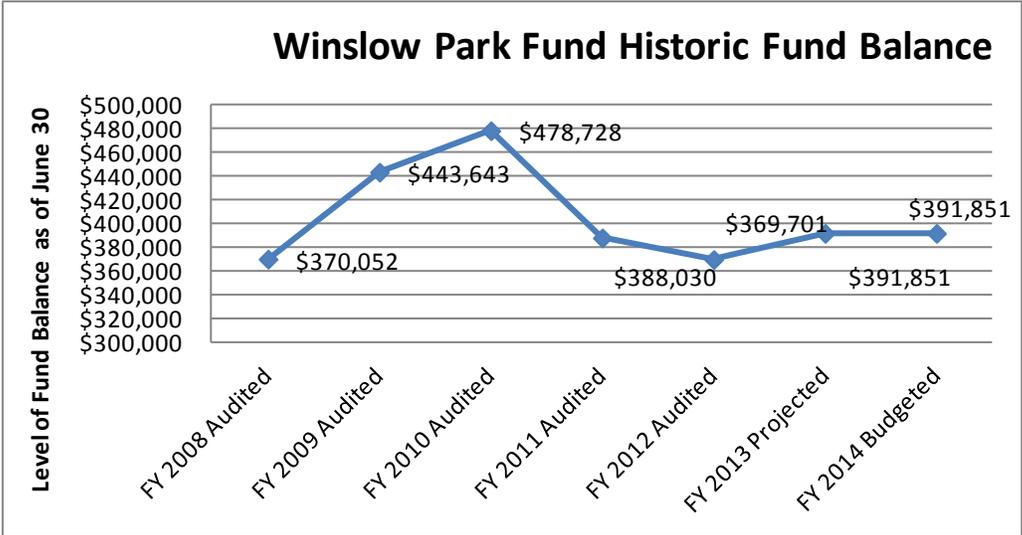
In addition to the items above, the Winslow Park staff hosts a summer concert series including eight music concerts during the months of July and August, hosts the Camp Seaside that is organized and sponsored by the Recreation Department of RSU #5, hosts all Freeport Community Education running races, hosts the Close to the Coast race, donates a one week stay at Harb Cottage to the Freeport Community Services for the auction, donates one weekend to the Wolfe's Neck Farm for their auction, donates season passes to the Freeport Community Services and YMCA for the needy families with children, hosts three free weeks of camping for Freeport residents, hosts the Lobsterman Triathlon that attracts 1,000 people to the Park, and participates in the Maine Healthy Beaches program which requires weekly water testing. The Park is open year-around, and while there is a small fee of \$3 for non-residents and \$2 for Freeport residents, the Park is free during the off-season for walking and sight-seeing.

Budget The Park's historic fund balance is shown from FY 2008 through the June 30th, 2014 budget in addition to a more detailed revenue and expenditure report.

Winslow Park							
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Projected	FY 2014 Budgeted
Beginning Balance	\$ 364,694	\$ 370,052	\$ 443,643	\$ 478,728	\$ 388,030	\$ 369,701	\$ 391,851
Revenue	\$ 277,023	\$ 260,891	\$ 248,422	\$ 288,068	\$ 278,834	\$ 267,452	\$ 258,500
Expenditures	\$ 271,665	\$ 187,300	\$ 213,337	\$ 378,766	\$ 297,163	\$ 245,302	\$ 258,500
Other Sources/(Uses)							
Ending Balance	\$ 370,052	\$ 443,643	\$ 478,728	\$ 388,030	\$ 369,701	\$ 391,851	\$ 391,851
Change in Fund Balance	\$ 5,358	\$ 73,591	\$ 35,085	\$ (90,698)	\$ (18,329)	\$ 22,150	\$ -

Town of Freeport								
Summary of Revenues and Expenditures-Winslow Park Fund								
	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 201	Budget FY 2014	Increase (Decrease)	% Change	
Beginning Fund Balance	\$ 443,643	\$ 478,729	\$ 388,031	\$ 369,702	\$ 391,852	\$22,150	5.99%	
Revenues								
Taxes								
Licenses, Permits, and Fees	\$ 248,422	\$ 288,068	\$ 278,834	\$ 267,452	\$ 258,500	-\$8,952	-3.35%	
Intergovernmental								
Charges for Service								
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	\$ 248,422	\$ 288,068	\$ 278,834	\$ 267,452	\$ 258,500	-\$8,952	-3.35%	
Expenditures								
General Government								
Public Safety								
Public Works								
Community Services	\$ 213,336	\$ 378,766	\$ 297,163	\$ 245,302	\$ 258,500	\$13,198	5.38%	
Education								
Insurance and Fringe Benefits								
Unclassified								
Debt Service								
Total Expenditures	\$ 213,336	\$ 378,766	\$ 297,163	\$ 245,302	\$ 258,500	\$13,198	5.38%	
Other Financing Sources/(Uses)								
Change in Fund Balance	\$ 35,086	\$ (90,698)	\$ (18,329)	\$ 22,150	\$ -			
Ending Fund Balance	\$ 478,729	\$ 388,031	\$ 369,702	\$ 391,852	\$ 391,852	\$391,852		

As seen in the above table, the Winslow Park fund’s fund balance has historically increased annually, and declines are normally attributable to a large-scale capital project such as the erosion control project or bathroom renovations as in during FY 2012. The chart to the right is a graphic representation of the ending fund balances shown above. Below is the FY 2014 as passed by the Town council, and above is a basic revenue and expenditure worksheet showing the changes in fund balance from FY 2018-FY 2014 budget.



While the table above shows the FY 2010-FY 2014 actual (or budget) figures and fund balance computations, the table below shows the fund balance computations for the Fund since FY 2008. The natural increase in fund

balance due to the inherent profitability in the Winslow Park operations is shown until the erosion control project began in FY 2011. During FY 2012, the Winslow Park commission

approved \$40,000 for bathroom and shower renovations and another \$9,000 for farmhouse painting. It is likely that the FY 2013 fund balance will increase due to the large erosion control and bathroom renovation projects being complete. It is likely that FY 2014 will show an increase in fund balance.

Winslow Park	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 105,699	\$ 105,702	\$ 105,702	\$ 110,000
Contracted Services	\$ 46,197	\$ 60,950	\$ 59,450	\$ 62,300
Special Projects	\$ 114,354	\$ 57,200	\$ 37,700	\$ 43,000
Supplies	\$ 30,913	\$ 43,600	\$ 42,450	\$ 43,200
Total	\$ 297,163	\$ 267,452	\$ 245,302	\$ 258,500

DESTINATION FREEPORT TAX INCREMENT FINANCING DISTRICT FUND



Photo Courtesy Town Staff

THE DESTINATION FREEPORT TIF SPECIAL REVENUE FUND

Fund Overview

The Destination Freeport Tax Increment Financing Fund was created in 1999 to improve infrastructure in the downtown commercial area of Freeport. The Village was experiencing a large increase in lodging accommodations, and the Town felt it necessary to enhance the infrastructure and facilities in the downtown area. The idea was that Freeport was becoming a destination in Maine, as opposed to a daytime shopping location. People were now coming from all over the country to visit Freeport and stay overnight. The original TIF agreement with the State's Department of Economic and Community Development was a ten-year agreement. Since that time, however, the TIF has been extended twice, and the new expiration year is 2029. The TIF "cap", or the amount of property value to be "captured" and placed into the TIF account has increased to \$17 million annually. This is currently generating \$262,650 in annual increment, or TIF property tax revenue.

Major Accomplishments for FY 2012 and FY 2013

Over the past two years, the TIF funds have mainly been used for sidewalk improvements in Main Street and surrounding eligible streets in the downtown area. However, an interesting development in the Destination Freeport TIF district is that the Town Council shifted its contribution to the Town's economic development agencies (Chamber of Commerce and Freeport Economic Development Corporation) from the general fund (for FEDC) to the TIF fund. This is an eligible expense, and the Council felt it was more appropriate to expend funds on economic development from the TIF district fund.

FY 2014 Goals and Objectives

The TIF fund is not a "department" as there are in other funds, so goals and objectives will be listed as the projects to be completed. The fund will be sharing the expense of a sidewalk plow for downtown sidewalk plowing. As stated in the general fund public works goals and objectives, the Town has constructed more sidewalks over the past years for which it is responsible for plowing. The one plow that the Town does use is sometimes out of service during snow storms. This second plow is to be used to open the sidewalks faster and more efficiently than using only one. In addition, it will cut down on overtime hours and the long public works shifts by allowing two people to plow at once.

Performance Measures

While the Destination Freeport TIF fund increment is used each year to improve the downtown area and promote economic development Townwide, it would not be appropriate to list performance measures for the TIF fund. The fund does not have any dedicated employees, and the economic development agencies supported by the fund are not Town entities. Both the Freeport Economic Development Corporation and Chamber of Commerce work closely with the Town staff, they are distinct entities. The FEDC is reported as a component unit of the Town for financial statement presentation, but its governing board is distinctly separate from the Town Council.

Budget

The Destination Freeport TIF budget was adopted by the Town Council on June 4th, 2013, and includes the TIF's portion of a new sidewalk plow, infrastructure improvements, economic development contributions, and a \$20,000 credit enhancement payment to the developer of the Nordica Theatre project. The TIF fund's fund balance would not be benchmarked as other special revenue funds, as it routinely contains capital projects of different sizes. A fund balance comparison from FY 2008-FY 2013 budgeted is included here for reference, but the fluctuation is always due to the size of the capital projects in the fund. It is notable that the FY 2014 budget includes a budgeted increase in fund balance of \$60,500; this is due in part to the fact that the Town has not budgeted as many sidewalks as it has historically. The downtown sidewalks are in good condition, and the public works department has been focused on other areas of Town.

Destination Freeport TIF Fund									
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Projected	FY 2014 Budgeted		
Beginning Balance	\$ 264,619	\$ 264,712	\$ 271,438	\$ 227,286	\$ 199,188	\$ 243,978	\$ 259,628	\$	259,628
Revenue	\$ 143,374	\$ 145,543	\$ 145,543	\$ 172,939	\$ 258,400	\$ 262,650	\$ 270,000	\$	270,000
Expenditures	\$ 143,281	\$ 138,817	\$ 189,695	\$ 201,037	\$ 213,610	\$ 247,000	\$ 209,500	\$	209,500
Other Sources/(Uses)									
Ending Balance	\$ 264,712	\$ 271,438	\$ 227,286	\$ 199,188	\$ 243,978	\$ 259,628	\$ 320,128	\$	320,128
Change in Fund Balance	\$ 93	\$ 6,726	\$ (44,152)	\$ (28,098)	\$ 44,790	\$ 15,650	\$ 60,500	\$	60,500

Town of Freeport Summary of Revenues and Expenditures - Destination Freeport TIF Fund									
	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 2013	Budget FY 2014	Increase (Decrease)	% Change		
Beginning Net Assets	\$ 271,438	\$ 227,286	\$ 199,188	\$ 243,978	\$ 259,628	\$15,650	6.41%		
Revenues									
Taxes	\$ 145,543	\$ 172,939	\$ 258,400	\$ 262,650	\$ 270,000	\$7,350	2.80%		
Licenses, Permits, and Fees									
Intergovernmental									
Charges for Service									
Fees and Fines									
Unclassified									
Investment Earnings									
Total Revenues	\$ 145,543	\$ 172,939	\$ 258,400	\$ 262,650	\$ 270,000	\$7,350	2.80%		
Expenditures									
General Government									
Public Safety									
Public Works									
Community Services									
Education									
Insurance and Fringe Benefits									
Unclassified	\$ 189,695	\$ 201,037	\$ 213,610	\$ 247,000	\$ 209,500	-\$37,500	-15.18%		
Debt Service									
Total Expenditures	\$ 189,695	\$ 201,037	\$ 213,610	\$ 247,000	\$ 209,500	-\$37,500	-15.18%		
Other Financing Sources/(Uses)									
Change in Net Assets	\$ (44,152)	\$ (28,098)	\$ 44,790	\$ 15,650	\$ 60,500	\$44,850			
Ending Net Assets	\$ 227,286	\$ 199,188	\$ 243,978	\$ 259,628	\$ 320,128	\$60,500	23.30%		
Note: The reason the Destination Freeport fund shows a Projection FY 2012 instead of a Budget for FY 2012 is that the Town converted this fund from a calendar year to a fiscal year for the FY 2013 budgeting process. The prior years are on a fiscal year because of the Town's financial reporting cycle.									

**DESTINATION TIF VILLAGE IMPROVEMENTS
FY 2014 BUDGET and FIVE-YEAR CAPITAL PROGRAM**

FY 2013 Adopted	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2013</u>			
1 Street Sweeper (50%)	105,000	105,000	105,000
2 Sidewalk Improvements - Mechanic Street, south side	20,000	20,000	20,000
3 Brick Sidewalk repairs	15,000	15,000	15,000
4 Theater Payment	20,000	20,000	20,000
5 Chamber of Commerce	36,000	36,000	-
6 Economic Development	85,000	85,000	155,000
Total FY 2013	281,000	281,000	315,000
FY 2014-2018 Proposed			
	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>			
1 Chamber of Commerce	32,000	16,000	16,000
2 Freeport Economic Development Corporation	105,000	105,000	105,000
3 Downtown maintenance	41,000	41,000	41,000
4 Sidewalk Plow (Refurbished) Shared with TIF	27,500	27,500	27,500
5 Main Street and School Street Intersection Improvements (Moved from Comp Town Imp)			10,000
6 Theater Payment	20,000	20,000	20,000
Total FY 2014	225,500	209,500	219,500
<u>FY 2015</u>			
1 Sidewalk Improvements - Main St, east side, West St. to Town Hall Dr	35,000	35,000	
2 Sidewalk-Main St West St to Holbrook St	84,000	84,000	
3 Sidewalk Improvements - Bow Street, from Main Street east for 100'	22,000	22,000	
4 Theater Payment	20,000	20,000	
5 Chamner of Commerce	-	8,000	
6 Economic Development	85,000	85,000	
Total FY 2015	246,000	254,000	-
<u>FY 2016</u>			
1 Sidewalk Plow-Split with Public Works Reserve Fund	90,000	90,000	
2 Sidewalk Improvements - Main St east side, Bow St to Mechanic St	40,000	40,000	
3 Theater Payment	20,000	20,000	
4 Economic Development	85,000	85,000	
Total FY 2016	235,000	235,000	-
<u>FY 2017</u>			
1 Sidewalk Improvements-Mechanic Street North Side	25,000	25,000	
2 Sidewalk Improvements - Main Street east, Mill Street to Bow Street	120,000	120,000	
3 Theater Payment	20,000	20,000	
4 Economic Development	85,000	85,000	
Total FY 2017	250,000	250,000	-
<u>FY 2018</u>			
1 Sidewalk Improvements - School Street, Main Street to First Driveway	22,000	22,000	
2 Theater Payment	20,000	20,000	
3 Economic Development	85,000	85,000	
Total FY 2018	127,000	127,000	-

NON-EMERGENCY TRANSPORT FUND

THE NON-EMERGENCY TRANSPORT ENTERPRISE FUND

Fund Overview

The non-emergency transport fund was established more than ten years ago in order to fill a need among residents to provide transport services to the hospital for non-emergency services such as dialysis or other medical appointments. The NET fund shares employees with the regular emergency rescue service, but the rescue service is accounted for in the general fund, and the non-emergency transport program is accounted for on the full-accrual basis in an enterprise fund.

Major Accomplishments for FY 2012 and FY 2013

During FY 2012 and 2013, the rescue department recognized that the fund was losing equity, and made a conscious effort to increase the scope of the billing services. The rescue department bid on emergency billing for several other towns, and as of the writing of this budget, won two of the larger cities of Saco and Biddeford, with 2,600 and 3,200 runs respectively. The billing duties began on July 1st, 2013, and while the transition was quite a lot of work and data entry, the program has been successful and is estimated to generate \$45,000 in fees from bills collected at the 3.2 percent collection rate. The Town will continue to monitor the program and may include a full-time position for the duties. With current staffing levels, the program will generate approximately \$20,000 above the wages and associated taxes paid on behalf of employees. Since the clerks who will be doing the billing are paid from the NET fund, some of the funds earned from the billing will be going back into the fund.

FY 2014 Goals and Objectives

The rescue department staff has adopted the new billing duties, and the service is generating the funds to support the fund. The objective is to supplement the non-emergency transport program and the declining net assets in the NET fund. The department staff would like to win one more billing client the size of Saco in order to generate an additional \$20,000 in annual revenue. Part of that is to “modernize” the process of accept billing information online securely and finalize the online credit card service.

The fire/rescue department will be working with the Town manager and finance department to monitor the program throughout the year in order to ensure that the net assets continue to increase. Part of the large increase in FY 2012 was due to a transfer of \$40,000 in assets (a rescue and a stretcher) to the program. Historically, the fund has transferred \$45,000 to the general fund to offset wages paid in the general fund but work actually performed by employees who respond to emergency and non-emergency calls. Staff stopped those transfers for fiscal years 2011 and 2012, and it is doubtful that there will be enough to transfer funds at the end of FY 2013. Staff began budgeting the transfers again during FY 2014 assuming that the fund will be solvent and support an operating transfer.

The NET fund billing staff will become certified as ambulance billers through the online certification program during FY 2014. The goal is to complete this by the end of the fiscal year; this will likely take that time, as all clerks can not take the training at the same time due to customer needs.

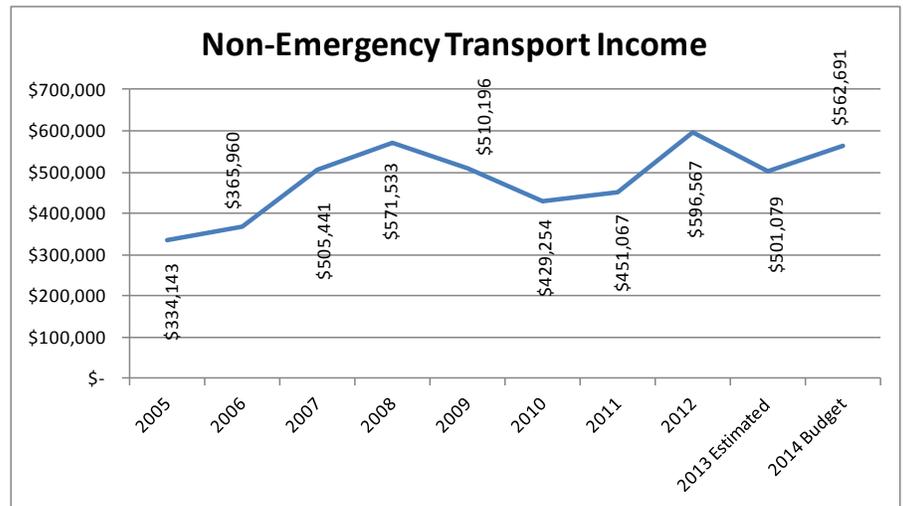
Performance Measures

NET Fund Performance Measures	2009	2010	2011	2012
Non-Emergency Patients Transported	1,122	1,133	1,170	1,164
Billing Service Billed Runs	2,303	2,109	2,252	7,120

Budget

NET Program	2012 Actual	FY 2013 Budget	FY 2013 Projection	FY 2014 Budget
Personnel	\$ 407,537	\$ 388,617	\$ 403,617	\$ 403,391
Contracted Services	\$ 52,212	\$ 69,087	\$ 69,087	\$ 71,800
Special Projects	\$ 12,493	\$ 16,000	\$ 16,000	\$ 60,000
Supplies	\$ 24,246	\$ 27,375	\$ 27,375	\$ 27,500
Total	\$ 496,487	\$ 501,079	\$ 516,079	\$ 562,691

As mentioned above, is notable that historically, the NET fund has transferred \$45,000 to the general fund to offset wages that are paid from the general fund for employees who work both emergency and non-emergency duties. Since FY 2011 however, staff stopped the transfers in order to maintain positive net assets in the NET fund. Staff will be studying the balance of wages between the general and NET funds, and has proposed to begin transferring funds again during FY 2014 as it is justified and if the NET fund can support transfers again.



Town of Freeport								
Summary of Revenues and Expenditures-Nonemergency Transport Fund								
	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 2013	Budget FY 2014	Increase (Decrease)	% Change	
Beginning Net Assets	\$ 118,582	\$ 54,971	\$ 37,811	\$ 137,891	\$ 122,891	\$ (15,000)	-10.88%	
Revenues								
Taxes								
Licenses, Permits, and Fees								
Intergovernmental								
Charges for Service	\$ 429,254	\$ 451,067	\$ 556,022	\$ 501,079	\$ 562,691	\$ 61,612	12.30%	
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	\$ 429,254	\$ 451,067	\$ 556,022	\$ 501,079	\$ 562,691	\$ 61,612	12.30%	
Expenditures								
General Government								
Public Safety	\$ 447,865	\$ 468,227	\$ 496,487	\$ 516,079	\$ 517,691	\$ 1,612	0.31%	
Public Works								
Community Services								
Education								
Insurance and Fringe Benefits								
Unclassified								
Debt Service								
Total Expenditures	\$ 447,865	\$ 468,227	\$ 496,487	\$ 516,079	\$ 517,691	\$ 1,612	0.31%	
Other Financing Sources/(Uses)	\$ (45,000)		\$ 40,545		\$ (45,000)			
Change in Net Assets	\$ (63,611)	\$ (17,160)	\$ 100,080	\$ (15,000)	\$ -			
Ending Net Assets	\$ 54,971	\$ 37,811	\$ 137,891	\$ 122,891	\$ 122,891	\$ -		

NET Fund							
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Projected	FY 2014 Budgeted
Beginning Balance	\$ 18,115	\$ 64,457	\$ 118,582	\$ 54,971	\$ 37,807	\$ 137,887	\$ 122,887
Revenue	\$ 471,533	\$ 510,196	\$ 429,254	\$ 451,067	\$ 556,022	\$ 501,079	\$ 562,691
Expenditures	\$ 391,646	\$ 411,071	\$ 447,865	\$ 468,231	\$ 496,487	\$ 516,079	\$ 517,691
Other Sources/(Uses)	\$ (33,545)	\$ (45,000)	\$ (45,000)		\$ 40,545	\$ -	\$ (45,000)
Ending Balance	\$ 64,457	\$ 118,582	\$ 54,971	\$ 37,807	\$ 137,887	\$ 122,887	\$ 122,887
Change in Fund Balance	\$ 46,342	\$ 54,125	\$ (63,611)	\$ (17,164)	\$ 100,080	\$ (15,000)	\$ -

THE CAPITAL PROJECTS FUND



This is a photo of the Town's new plow truck with dump body and wing attached. It was financed through the FY 2014 capital plan and appropriation.

Photo Courtesy Town Staff

THE CAPITAL PROJECTS FUND

Fund Overview

The capital projects fund is reserved for items that are non-routine and will cost the Town more than \$5,000 in expense. The Town has historically adopted an annual capital budget as part of a five-year capital improvements plan and a 20-year replacement schedule. The capital fund is funded most often through transfers from the reserve funds. The historic and projected fund balance is shown on the tables below.

Town of Freeport					
Summary of Revenues and Expenditures-Capital Projects Fund					
	Actual FY 2010	Actual FY 2011	Actual FY 2012	Projected FY 2013	Budget FY 2014
Beginning Fund Balance	\$ 1,897,284	\$ 1,095,494	\$ 2,887,874	\$ 2,971,900	\$ 2,971,900
Revenues					
Taxes					
Licenses, Permits, and Fees					
Intergovernmental					
Charges for Service					
Fees and Fines					
Unclassified	\$ 393,165		\$ 800,852		
Investment Earnings					
Total Revenues	\$ 393,165	\$ -	\$ 800,852	\$ -	\$ -
Expenditures					
General Government					
Public Safety					
Public Works					
Community Services					
Education					
Insurance and Fringe Benefits					
Unclassified					
Capital Outlay	\$ 1,197,231	\$ 1,302,170	\$ 4,151,716	\$ 1,947,650	\$ 945,100
Debt Service					
Total Expenditures	\$ 1,197,231	\$ 1,302,170	\$ 4,151,716	\$ 1,947,650	\$ 945,100
Other Financing Sources/(Uses)	\$ 2,276	\$ 3,094,550	\$ 3,434,890	\$ 1,947,650	\$ 945,100
Change in Fund Balance	\$ (801,790)	\$ 1,792,380	\$ 84,026	\$ -	\$ -
Ending Fund Balance	\$ 1,095,494	\$ 2,887,874	\$ 2,971,900	\$ 2,971,900	\$ 2,971,900
<p>Note: The reason the Capital Projects fund shows a Projection FY 2012 instead of a Budget for FY 2012 is that the Town converted this fund from a calendar year to a fiscal year for the FY 2013 budgeting process. The prior years are on a fiscal year because of the Town's financial reporting cycle.</p>					

Capital Projects Fund

	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Projected	FY 2014 Budgeted
Beginning Balance	\$ 2,619,515	\$ 2,813,795	\$ 1,897,284	\$ 1,095,494	\$ 2,887,874	\$ 2,971,900	\$ 2,971,900
Revenue	\$ 218,946	\$ 168,342	\$ 393,165	\$ -	\$ 800,852	\$ -	\$ -
Expenditures	\$ 1,928,341	\$ 2,291,423	\$ 1,197,231	\$ 1,302,170	\$ 4,151,716	\$ 1,947,650	\$ 945,100
Other Sources/(Uses)	\$ 1,903,675	\$ 1,206,570	\$ 2,276	\$ 3,094,550	\$ 3,434,890	\$ 1,947,650	\$ 945,100
Ending Balance	\$ 2,813,795	\$ 1,897,284	\$ 1,095,494	\$ 2,887,874	\$ 2,971,900	\$ 2,971,900	\$ 2,971,900
Change in Fund Balance	\$ 194,280	\$ (916,511)	\$ (801,790)	\$ 1,792,380	\$ 84,026	\$ -	\$ -

Note that during the FY 2013 budgeting process the Town converted its capital budgeting schedule from a calendar year to a fiscal year basis. All FY 2012 figures are projected instead of budgeted (as in the case of all other funds) because the plan includes a calendar year 2011 budget and a subsequent FY 2013 budget. There is no calendar or fiscal year 2012 capital budget.

The Town has a sophisticated and well-planned set of reserve funds and methods of funding and benchmarking these funds. The reserve funds were established approximately 20 years ago, and are currently funded through transfers from the cellular telephone tower leases throughout Town by \$175,000 annually, \$175,000 is transferred from the old library building which is currently leased to retailer Abercrombie and Fitch. In addition, any amount above the minimum fund balance that exists as of the end of the fiscal year may be transferred to the reserves. The Town council established an energy reserve, and each year half of all energy savings are to be transferred to that reserve fund. In addition, the Town’s investment policy dictates that the reserve funds are to be invested 75 percent in fixed income and 25 percent in equity funds. The income from these funds is directed back to the fund, and allocated based upon the percentages of total of each reserve fund. The reserve funds are benchmarked to ensure that each fund is adequately funded in order to complete improvements and replacements as scheduled; the benchmark guidelines are the sum of the five-year plan or 20 percent of the 20-year replacement schedule. Reserve benchmarks are always trailing by one year, as staff uses the audited reserve balances for benchmarking purposes. For example, the 06/30/2012 reserve balances’ benchmarks are the sum of the FY 2014-FY 2018 five-year and FY 2014-FY 2033 replacement schedule. The reason for this is that the financial statements for FY 2011 are released in December (or soon thereafter) of 2012; the FY 2014 capital budgeting season begins in March and April of 2012. In addition, historically, the capital plan has been completed on an annual basis. However, a strict reading of the Town’s Charter required this to change to run concurrently with the operating budget. Benchmarks are listed below and compared with the FY 2014 adopted capital budget:

TOWN OF FREEPORT RESERVES AND GUIDANCE BENCHMARKS

	06/30/2012 Audited Balances	Low Benchmark	High Benchmark		FY 2014 Adopted Plan
Capital Projects Reserve Funds					
General administration reserve	11,560				
Police equipment reserve	155,537	208,500	500,000	\$	25,000
Cable TV equipment reserve	355,058			\$	19,000
Public infrastructure reserve	2,305,665	1,110,980	2,439,900	\$	235,600
Land Trust reserve	19,650				
Public works equipment reserve	562,644	786,400	1,291,000	\$	276,500
Ambulance equipment reserve	564,097	465,400	564,097	\$	189,000
Building maintenance reserve	487,953	545,500	737,500	\$	84,000
Fire equipment reserve	803,091	1,072,600	1,150,000	\$	15,000
Municipal parking lot reserve	318,991				
Hedgehog mountain reserve	16,749				
Recycling equipment reserve	163,895	208,500	500,000	\$	30,000
Community center reserve	9,043				
Land Purchase Reserve	142,136				
Energy Savings Reserve	17,565				
General Fund Reserve Funds					
Unemployment compensation fund	353,151				
Other	216,988			\$	71,000
Total Reserves	6,503,773			\$	945,100

It is notable that the "general administration" and the "building maintenance" reserves are combined for the purpose of adopting a capital plan and budget. Their reserve benchmarks have been combined here.

Major Projects from the Last Five Years

The CY 2011 and FY 2013 capital budgets were among the largest in recent years, as the preceding budgets were smaller than normal due to tough economic times. The five-year capital plan history is listed below with some highlighted projects from those years.

Department	CY 2008	CY 2009	CY 2010	CY 2011	FY 2013	FY 2014
Police	\$ 47,000			\$ 85,000	\$ 50,000	\$ 25,000
Fire	\$ 132,500	\$ 98,000	\$ 39,000	\$ 14,000	\$ 77,000	\$ 15,000
Rescue	\$ 55,000	\$ 48,000		\$ 205,000	\$ 174,000	\$ 189,000
Public Works	\$ 50,000	\$ 263,500		\$ 170,000	\$ 471,000	\$ 276,500
Solid Waste		\$ 28,341		\$ 95,000	\$ 90,000	\$ 30,000
Comprehensive Town Improvements	\$ 388,000	\$ 106,000	\$ 97,500	\$ 1,308,565	\$ 614,900	\$ 235,600
Municipal Facilities	\$ 30,000	\$ 97,975	\$ 95,000	\$ 385,000	\$ 266,000	\$ 84,000
Library						
Cable	\$ 15,000	\$ 24,100	\$ 14,000	\$ 84,000	\$ 16,750	\$ 19,000
Other	\$ 79,000		\$ 6,000	\$ 29,000	\$ 188,000	\$ 71,000
Total	\$ 796,500	\$ 665,916	\$ 251,500	\$ 2,375,565	\$ 1,947,650	\$ 945,100

Note: In prior years the school and TIF have been included; they are excluded here because they are not included in the FY 2014 capital budget.

Among the large projects in recent years are the reconstruction of portions of the Flying Point Road in 2011 and 2012; The Town appropriated \$695,000 in 2011 for this project, and the State of Maine Department of Transportation contributed an additional \$174,000. In 2009, the Town appropriated \$31,000 for a Portland Area Comprehensive Transportation System (PACTS) project to overlay the portion of Bow Street from Main Street to Dennison Avenue. The total project cost was approximately \$120,000. East and Park Streets were partially reconstructed; each project was allocated \$150,000. In addition, the PACTS (Portland Area Comprehensive Transportation System) organization will be completing a pavement preservation project that will install a 1.5 inch overlay over the existing surface. These funds were allocated in 2011, but the project is on the State DOT's 2012-2013 paving schedule. The FY 2014 capital improvement

plan is relatively small in comparison at \$945,000 versus almost \$2 million for FY 2013. The program includes a smaller number of smaller-sized projects.

As part of the new Hunter Road Fields recreation facility, there are required stormwater improvements to be made as part of the Department of Environmental Protection permitting process.

FY 2014 Goals and Objectives

Each project scheduled for FY 2013 has individual goals and objectives, and these are listed with each item in addition to their impact on the operating budget, if applicable.

Performance Measures

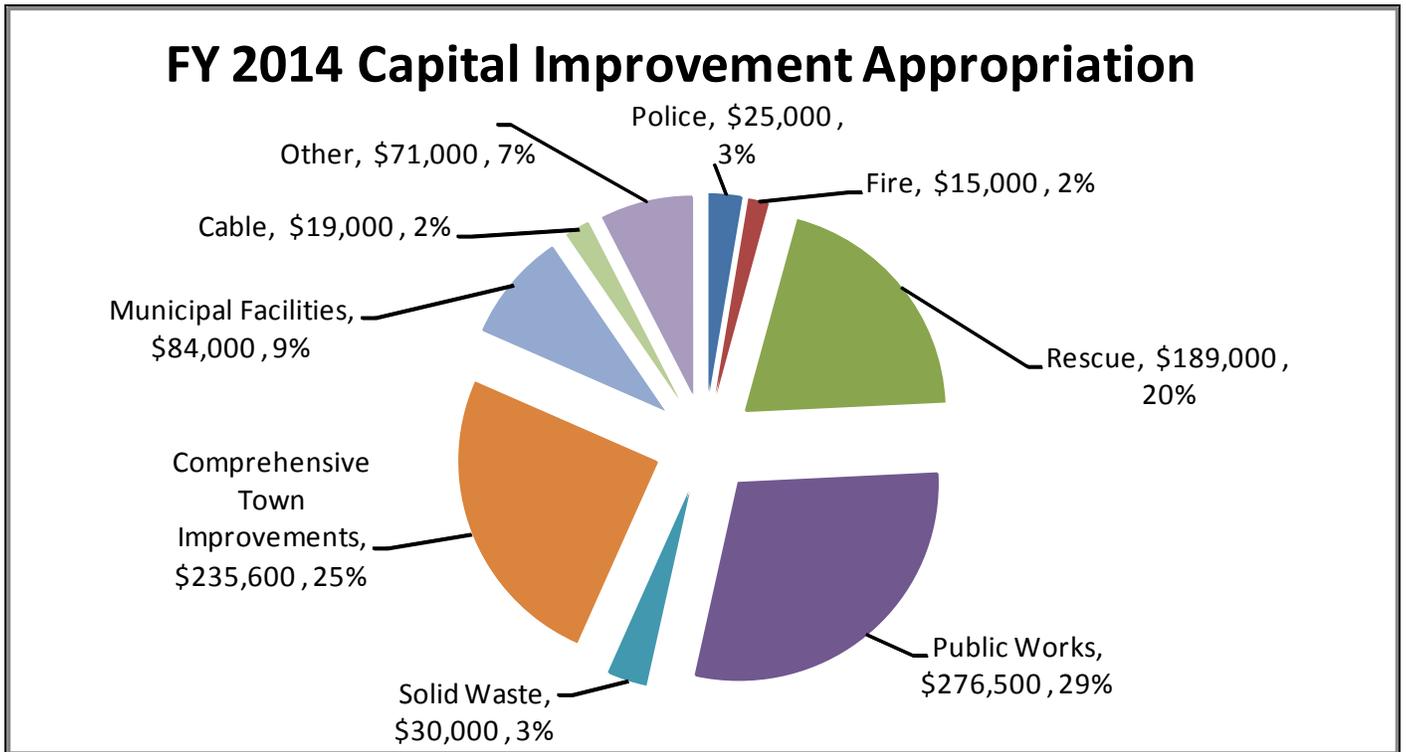
The capital projects fund does not have formal performance measures as do the other funds. However, each budgeted item’s impact on the operating budget is included in a table in the department. The items are listed by project.

Budget

The FY 2013 budget as adopted by the Town Council is listed below in summary, and detail in the pages that follow.

Town of Freeport Summary of Funding Sources FY 2014 Capital Program									
	FY 2013 <u>Approved</u>	FY 2014				Funding Source			
		Manager <u>Proposed</u>	Council <u>Approved</u>	Council <u>Appropriated</u>	Reserve	Bond	Fund <u>Balance</u>	TIF	Other
Police	50,000	25,000	25,000	25,000	25,000				
Fire	77,000	15,000	15,000	15,000	15,000				
Rescue	174,000	189,000	189,000	189,000	189,000				
Public Works	471,000	276,500	276,500	276,500	276,500				
Solid Waste	90,000	30,000	30,000	30,000	30,000				
Comprehensive Town Imp.	614,900	245,600	245,600	235,600	235,600				
Municipal Facilities (1)	266,000	133,000	84,000	84,000	84,000				
Cable	16,750	19,000	19,000	19,000	19,000				
Other (2)	188,000	101,000	71,000	71,000	71,000				
Total	1,947,650	1,034,100	955,100	945,100	945,100	-	-	-	-
<u>Town Legal Debt Limit</u>									
State Valuation 1/1/12	\$ 1,362,450,000								
<u>Limitation %</u>	15%								
Debt Limit	204,367,500								
<u>Town Debt Outstanding</u>									
	<u>6/30/2013</u>	<u>6/30/2012</u>							
Town and School	5,345,000	6,309,656							
<p>Note 1: The Municipal Facilities CIP is taken from both the general administration and building maintenance reserves; these are summed above. Note 2: The "Other" projects are Board and Committee requests, and will be taken from the appropriate reserves based upon the project. Note 3: Please note that the reserve balances do not include operating transfers out to the general fund for the FY 2013 budget or FY 2013 funding to reser</p>									

The detail of each department’s capital plan is listed below; the article number is used as a reference for the Town Council during the deliberation and adoption process. The capital plan is discussed and finally adopted by article. The pie chart below shows each article and its percentage of the total FY 2014 capital budget. This gives the Town Council and public the ability to put each department’s request into perspective relative to the other FY 2014 improvements and projects. The tables and charts below show each department’s five-year capital plan (FY 2014-FY 2018) plus the amount of each FY 2014 budget in relation to the June 30th, 2012 (or February 28th, 2013 as used as a “draft” balance) reserve balances from which the funds will be transferred for expenditure.



The pie chart above represents the amount of each capital appropriation by department/program, and the percentage of the total appropriation given to each program. The “Other” category in this instance is the \$71,000 appropriated for the Shellfish Commission’s habitat restoration project. This project is the first of its kind on this scale in the State of Maine, and is discussed in more detail below under the “Boards and Committees” section.

Article 1-Police Department Capital Improvement Plan and Appropriation

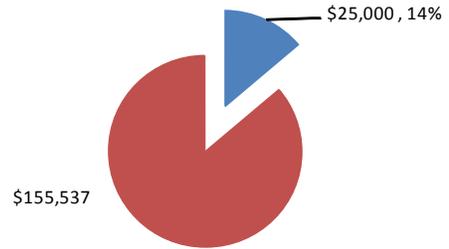
The police department's FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

POLICE DEPARTMENT ARTICLE I				
FY 2013 Adopted		Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2013</u>				
1	Replace Outboard Motor on Shellfish Boat	15,000	15,000	30,000
2	Replace Audio Recording Equipment at Public Safety	20,000	20,000	20,000
Total FY 2013		35,000	35,000	50,000
FY 2014-2018 Proposed		<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>				
1	Update Mobile Data Terminals	25,000	25,000	25,000
Total FY 2014		25,000	25,000	25,000
<u>FY 2015</u>				
1	Replace Bullet-Proof Vests	15,000	15,000	
2	New Squad Car and Changeover Equipment	33,500	33,500	
Total FY 2015		48,500	48,500	-
<u>FY 2016</u>				
1	Replace Chief's Vehicle	20,000	20,000	
Total FY 2016		20,000	20,000	-
<u>FY 2017</u>				
1	Communications Upgrade-Radios	47,000	47,000	
2	New Squad Car and Changeover Equipment	33,500	33,500	
Total FY 2017		80,500	80,500	-
<u>FY 2018</u>				
	Update Mobile Data Terminals	30,000	30,000	
1	Audio-Video Camera in Cars	25,000	25,000	
Total FY 2018		55,000	55,000	-
Reserve Balance 2/28/2013 (excluding market fluctuations)		155,537		

The project authorized and subsequently appropriated by the Town Council is the updating of mobile data terminals. The police department requested funds to replace five laptop computers. The laptop computers are installed inside of the patrol vehicles; they allow the officers to

perform a variety of job functions from the police vehicle. Three of the laptops were purchased in 2007, and the other two were purchased in 2004. The department is beginning to have difficulty with keys sticking and other technical issues expected with such old machines. The department recommends replacing all five at one time, so they can all use the same software and perhaps the Town can take advantage of a bulk discount. This program will cost \$25,000 and comprises 14 percent of the total police reserve balance as estimated at 2/28/2013.

FY 2014 Capital Plan as a Percentage of the Police Reserves



Department	Project	Operating Impact
Police Department	Laptop Upgrade	None



Photo Courtesy Paul Cunningham

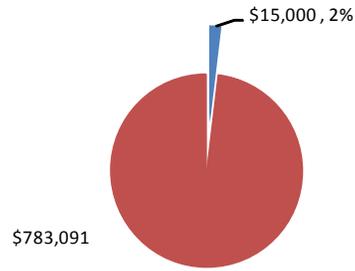
Article 2- Fire Department Capital Improvement Plan and Appropriation

The fire department's FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

FIRE DEPARTMENT ARTICLE II			
FY 2013 Adopted	<u>Department Proposed</u>	<u>Manager Proposed</u>	<u>Council Adopted</u>
<u>FY 2013</u>			
1 Protective Clothing	15,000	15,000	15,000
2 Minitor Pagers (55)	22,000	22,000	22,000
3 Service Vehicle	40,000	40,000	40,000
Total FY 2013	77,000	77,000	77,000
 FY 2014-2018 Proposed			
	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>			
1 Protective Clothing	15,000	15,000	15,000
Total FY 2014	15,000	15,000	15,000
<u>FY 2015</u>			
1 Fire Alarm Receiving Equipment	50,000	50,000	
2 Protective Clothing	15,000	15,000	
3 Traffic Light Pre-emption System	20,000	20,000	
Total FY 2015	85,000	85,000	-
<u>FY 2016</u>			
1 Engine 3 Replacement	750,000	750,000	
2 Mobile Data Terminals	30,000	30,000	
3 Protective Clothing	15,000	15,000	
Total FY 2016	795,000	795,000	-
<u>2017</u>			
1 Air Pack Replacement	75,000	75,000	
2 Communications Upgrade	55,000	55,000	
3 Thermal Imaging Cameras	60,000	60,000	
4 Protective Clothing	15,000	15,000	
Total FY 2017	205,000	205,000	-
<u>2018</u>			
1 Mobile Data Terminals	33,000	33,000	
2 Protective Clothing	15,000	15,000	
Total FY 2018	48,000	48,000	-
Reserve Balance 2/28/2013 (excluding market fluctuations)	783,091		

Each year, the fire department replaces its oldest protective clothing on a five-year replacement schedule. As mentioned earlier, due to the size of the last two years' capital improvement plans, the Town's departments were asked to reduce their plans wherever possible. Therefore, the fire department is only completing the most basic of equipment, or the safety protective clothing the firefighters wear during emergency calls.

FY 2014 Capital Plan as a Percentage of the Fire Reserve



Department	Project	Operating Impact
Fire Department	Protective Equipment Upgrade	None



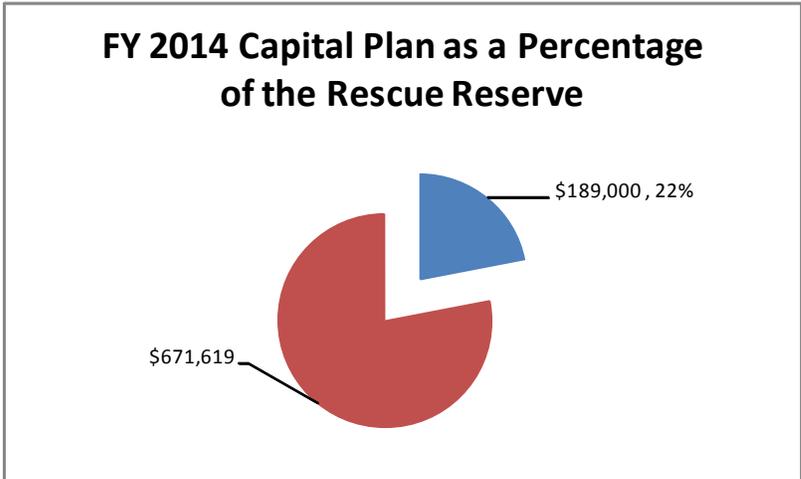
Photo Courtesy Paul Cunningham

Article 3- Rescue Department Capital Improvement Plan and Appropriation

The rescue department's FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

RESCUE UNIT			
ARTICLE III			
FY 2013 Adopted	<u>Department Proposed</u>	<u>Manager Proposed</u>	<u>Council Adopted</u>
<u>FY 2013</u>			
1 Protective Clothing	14,000	14,000	14,000
2 Rescue Replacement (1998)	160,000	160,000	160,000
Total FY 2013	174,000	174,000	174,000
FY 2014-2018 Proposed			
	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>			
1 Electronic Run Reporting Update	15,000	15,000	15,000
2 Protective Clothing	14,000	14,000	14,000
3 Rescue Equipment	160,000	160,000	160,000
FY 2014	189,000	189,000	189,000
<u>FY 2015</u>			
1 Rescue Replacement (2001)	170,000	170,000	
Total FY 2015	170,000	170,000	-
<u>FY 2016</u>			
1 Protective Clothing	14,000	14,000	
2 Rescue Equipment	36,000	36,000	
3 Rescue Replacement (2005)	170,000	170,000	
FY 2016	220,000	220,000	-
<u>FY 2017</u>			
1 No request at this time	-		
Total FY 2017	-	-	-
<u>FY 2018</u>			
1 Protective Clothing	14,000	14,000	
2 Communications Upgrade	45,000	45,000	
3 Rescue Replacement (2007)	175,000	175,000	
FY 2018	234,000	234,000	-
Reserve Balance 2/28/2013 (excluding market fluctuations)	671,619		

The rescue unit replaces protective clothing every other year (historically this has been done each year; the department made a change to every other year during the FY 2014 budget process as the department believes it will have sufficient clothing in FY 2015 and will not need replacement equipment until FY 2016. The department's major upgrades this year will be to



replace six laptops; the department will pay for three with the \$15,000 appropriated by the Town Council and a Maine State grant will be used to pay for the other three. The total cost of this project is estimated to be \$30,000; the department has done an excellent job of searching for and being awarded the grant for half of its rescue department laptops.

In addition, the department proposes to replace the cardiac monitors currently in use on the ambulances with current monitoring technology. The cardiac monitors serve a variety of functions during the assessment, monitoring and treatment of patients. During 2012 the department generated 2209 electronic patient reports of which 75% of patients received some form of therapy that required monitoring using the life pack 12's that are currently in service. The average age of patients seen last year was 67 years old and this population would require a variety of monitoring functions the Lifepack will provide.

The new technology with the Lifepack 15 will allow the department to monitor patients exposed to carbon monoxide and provide continuous monitoring of 12 lead EKG's and alerting with changes in the monitoring parameters of the heart wave form. The department reports show an increase in patients exposed to carbon monoxide and has a very limited ability to assess and monitor these exposed patients.

With Blue tooth technology in the Lifepack 15 the recorded data transfer will be easier to send to the electronic patient reporting program and will assist the provider with enhanced patient care documentation.

Presently, the department has five cardiac monitors on each ambulance and three are 12 years old; the other two are six years old (the last two were purchased in conjunction of the NET program). The manufacturer has stated that support for the Lifepack 12 has begun to diminish due to parts and components becoming obsolete.

The department is requesting to purchase all five during FY 2014, due in part to having provider familiarity with the equipment during critical emergency operations. Each ambulance is configured as close to identical as possible to provide uniformity across the ambulances.

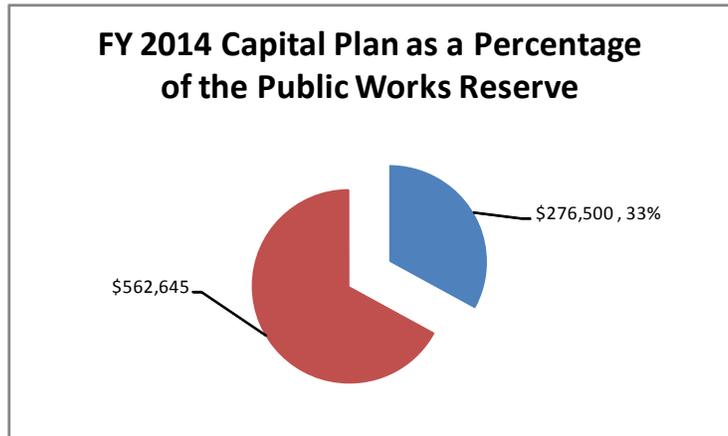
Department	Project	Operating Impact
Rescue Department	Electronic Run Reporting Update	None
	Protective Clothing	None
	Rescue Equipment	None

Article 4- Public Works Department Capital Improvement Plan and Appropriation

The public works department's FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

PUBLIC WORKS ARTICLE IV			
FY 2013 Adopted	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2013</u>			
1 Dump Truck Chassis replacement (12 Yard Dump)	120,000	120,000	120,000
2 Dump Truck Plow and Wing Replacement	38,000	38,000	38,000
3 Dump Body and Sander	50,000	50,000	50,000
4 Ground Speed Control System	6,000	6,000	6,000
5 Sweeper (50% TIF/50% Reserves)	105,000	105,000	105,000
6 Crew cab pickup truck and plow	40,000	40,000	40,000
7 Excavator	120,000	120,000	112,000
Total FY 2013	479,000	479,000	471,000
 FY 2014-2018 Proposed			
	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>			
1 Truck Chassis Replacement (12 Yard Dump)	115,000	115,000	115,000
2 Sidewalk Plow (Refurbished) Shared with TIF	27,500	27,500	27,500
3 Pick-Up Truck with Plow	40,000	40,000	40,000
4 Dump Bed Plow and Wing Attachment	94,000	94,000	94,000
Total FY 2014	276,500	276,500	276,500
<u>FY 2015</u>			
1 One-Ton Plow	45,000	45,000	
2 Wood Chipper	40,000	40,000	
Total FY 2015	85,000	85,000	-
<u>FY 2016</u>			
1 Truck Chassis (Tandem Axle)	117,000	117,000	
2 Sidewalk Plow (Split with TIF)	90,000	90,000	
3 Forklift	25,000	25,000	
4 Dump Bed Plow and Wing Attachment (12 Yard)	96,000	96,000	
Total FY 2016	328,000	328,000	-
<u>FY 2017</u>			
1 Truck Chassis Replacement (Single Axle)	90,000	90,000	
2 Dump Bed Plow and Wing Attachment	88,000	88,000	
3 3/4 Ton Pick-Up with Plow	40,000	40,000	
Total FY 2017	218,000	218,000	-
<u>FY 2018</u>			
1 Bulldozer	100,000	100,000	
2 Backhoe	100,000	100,000	
Total FY 2018	200,000	200,000	-
Reserve Balance 2/28/2013 (excluding market fluctuations)	562,645		

The public works department is recommending that many of the department's trucks and some other equipment can have a much longer useful life before replacement, and this will reduce the total Public Works capital expenses by about 15 percent over time.



The department requested a replacement of a pick-up truck with a plow; the pick-up with plow had been overlooked in the Capital Plan, but it is ten years old, and needs to be replaced.

The recommended replacement truck will be a new “wheeler,” the larger, tandem axle trucks that are the most efficient for hauling material for our summer road projects, and they also plow and treat for snow. The budget shows the cost for this truck in two parts-- \$115,000 for the chassis and cab unit, and \$94,000 for the stainless steel dump body and plow equipment, for a total of \$209,000. This truck will replace a damaged single axle dump truck, so we will have four wheelers (the oldest one will become our reserve back-up truck) and four single axle trucks. [The reserve back-up truck is a critical vehicle that is typically used several times each winter when one of the regular trucks breaks down during a snow event.]

In addition, the department had originally planned on replacing a very old wood chipper during the FY 2014 capital budgeting process. The wood chipper is routinely welded by public works, but it is still working, and as the Town has constructed more sidewalks, the department and manager made the decision to change the capital plan and move the chipper to FY 2015 and add a shared sidewalk plow with the Destination Freeport TIF fund. The Town plows sidewalks in the downtown Village area, and currently only has one sidewalk plow. The current sidewalk plow is reliable, but no piece of equipment is perfect, and the department will be adding a refurbished plow to its fleet so the sidewalks can be cleared faster. This will add to pedestrian safety and assist merchants in reopening quicker after a serious weather event during the winter months.

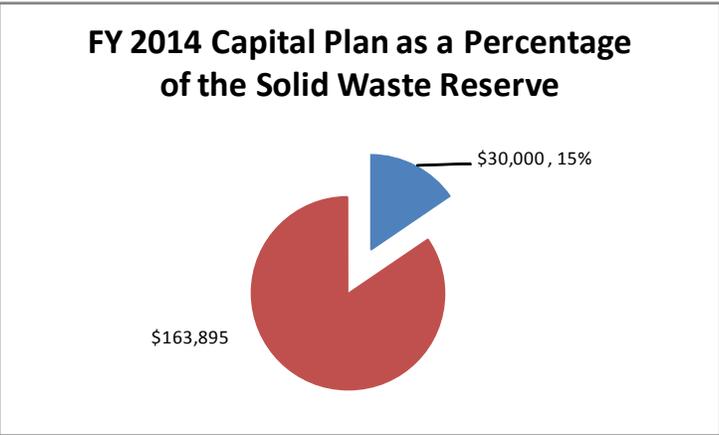
Department	Project	Operating Impact
Public Works	Truck Replacement	None
	Sidewalk Plow	None
	Pick-Up Truck Replacement	Maybe minor reductions in maintenance budget but none reported

Article 5- Solid Waste Department Capital Improvement Plan and Appropriation

The solid waste department's FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

SOLID WASTE/RECYCLING			
ARTICLE V			
	Department	Manager	Council
FY 2013 Adopted	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2013</u>			
1 Containers	15,000	15,000	15,000
2 Truck Replacement with Gate Lift (reuse existing plow)	48,000	48,000	48,000
3 Hunter Road Recycling drop off area	27,000	27,000	27,000
Total FY 2013	90,000	90,000	90,000
FY 2014-2018 Proposed			
	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2014</u>			
1 Scales and Computer	6,000	6,000	6,000
2 New compactor for residential waste	24,000	24,000	24,000
Total FY 2014	30,000	30,000	30,000
<u>FY 2015</u>			
1 Baler Reconditioning	35,000	35,000	
Total FY 2015	35,000	35,000	
<u>FY 2016</u>			
1 Closure of Remaining Landfill	150,000	150,000	
Total FY 2016	150,000	150,000	
<u>FY 2017</u>			
1 Containers	15,000	15,000	
2 Baler reconditioning	35,000	35,000	
3 Paving	30,000	30,000	
Total FY 2017	80,000	80,000	
<u>FY 2018</u>			
1 Containers	20,000	20,000	
2 Baler reconditioning	10,000	10,000	
3 Loader	75,000	75,000	
Total FY 2018	105,000	105,000	
Reserve Balance 2/28/2013 (excluding market fluctuations)	163,895		

The two items included in this year's budget are (1) reconditioning the scales and upgrading the scale computer for \$6,000, and (2) purchasing a compactor for residential waste at the Recycling Center for \$24,000. Both of these items are reasonable, and the department goes on to explain the residential compactor proposal. Currently, the Town leases a compactor unit for \$250 per month, or \$3,000 per year. Since this unit should



last about ten years before it needs any major service, (and should last 20 years overall) the simple “payback” is eight years, and then it should continue to save money for the next 12 years. By purchasing this unit, there will be a reduction in the operating budget of \$3,000 starting this year.

Department	Project	Operating Impact
Solid Waste	Scales and Computer	None
	New compactor for residential waste	Solid waste operating rental fees reduced by \$3,000 (expected)

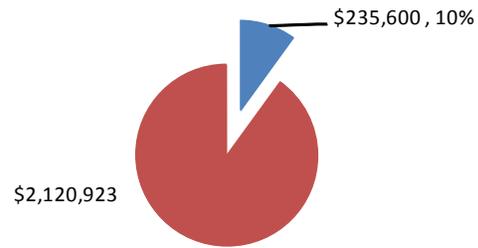
Article 6- Comprehensive Town Capital Improvement Plan and Appropriation

The Town's comprehensive Town capital improvement program for FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

COMPREHENSIVE TOWN IMPROVEMENTS			
ARTICLE VI			
FY 2013 Adopted	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2013</u>			
1 Upper Mast Landing Partial Reconstruction South Street-West Street to Porter's Landing Road- 50% from Maine DOT under	240,000	240,000	233,200
2 MPI program	290,000	290,000	276,400
3 Hedgehog Mountain Road Sight Distance Improvements	25,000	25,000	23,300
4 Public Works Garage Paving	82,000	82,000	82,000
Total FY 2013	637,000	637,000	614,900
 FY 2014-2018 Proposed			
	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2014</u>			
1 Hunter Road and Pownal Road Fields Stormwater Improvements	59,000	59,000	59,000
2 Main Street and School Street Intersection Improvements (Moved to DF TIF)	10,000	10,000	-
3 Raised Speed Table on South Freeport Road at Soule School	2,600	2,600	2,600
4 Active Living Project	24,000	24,000	24,000
5 Torrey Hill Range Road Drainage and Overlay	150,000	150,000	150,000
Total FY 2014	245,600	245,600	235,600
<u>FY 2015</u>			
1 Wardtown Road/Route 125 (50% DOT Funding Under the MPI Program)	500,000	500,000	
2 Pownal Road Fields Stormwater and Parking Lot Improvements	121,000	121,000	
3 Public Safety Apron Paving	95,000	95,000	
Total FY 2015	716,000	716,000	
<u>FY 2016</u>			
1 Litchfield Road Reconstruction	400,000	400,000	
Total FY 2016	400,000	400,000	
<u>FY 2017</u>			
1 South Freeport Village Projects	300,000	300,000	
Total Fy 2017	300,000	300,000	
<u>FY 2018</u>			
1 Curtis Road Reconstruction	475,000	475,000	
Total Fy 2018	475,000	475,000	
Reserve Balance 2/28/2013 (excluding market fluctuations)	2,120,923		

This category of projects can be difficult to manage because of changes in road conditions, design needs, other projects, and funding. Another important factor is the ability of the Public Works Department to perform the work, and still keep up with ongoing maintenance needs. Because we have been building some significant projects in recent years, the department is getting a little behind in some of its road ditching and shoulder maintenance projects.

FY 2014 Capital Plan as a Percentage of the Comprehensive Town Improvements Reserve



As a reminder, the reconstruction of West Street was funded in 2011, and it was deferred for a number of reasons, but we plan to build it this year. As of this writing, it does not seem likely that the State will fund any MPI projects this year, so the Town engineer is recommending that the Wardtown Road project be deferred until FY 2015 when MPI funding should be available for 50% of the project cost. [This funding has been requested, and we are “first in line” when the funding becomes available.] The Town engineer recommends that the Torrey Hill Road improvements be done this year instead of in FY 2015. Although not important for this year, the Town engineer recommends that the reconstruction of Litchfield Road be moved from FY 2017 to 2016, and the reconstruction of Curtis Road moved the other way. This is because Litchfield Road is in much worse condition as compared to Curtis Road.

A new project is the improvements at Hunter Road and Pownal Road fields that relate to the ongoing DEP Site Location permit application. The recent Schematic Design Report for this project anticipates that the Town will be able to make improvements over the next two years to satisfy the stormwater regulatory requirements. The Schematic Report estimates a cost of \$59,000 to make the first phase of improvements in FY 2014. The proposed budget for FY 2015 would cover the second phase of stormwater improvements, including an expansion of the Pownal Road parking lot with an additional 43 parking spaces. Note that the current cost estimates show that this second phase cost could be reduced to about \$69,000 if the additional parking spaces are not built. However, it must be emphasized that all of these cost estimates are subject to refinements in the design and phasing plan that are developed during the DEP application and approval process, so these may need to change in future.

There are also two new small projects that were recommended by the Traffic & Parking Committee in 2012. One is an improvement to the intersection of School Street and Main Street that will increase the radius of the curb on the north side. This project will include reconstruction of the brick sidewalk for a total estimated cost of \$9,000. The existing curb radius at this location is only a few feet, so right-turning vehicles (especially trucks) need to proceed into the intersection before turning, and this makes the turns potentially more dangerous than if the radius was increased. An existing utility pole in the sidewalk near the curb will need to be relocated by the utility company at no cost to the Town because the work is associated with a traffic safety

improvement. Another project is a raised speed table on South Freeport Road for the existing crosswalk at Soule School/ L'Ecole Francais. This was first recommended by the Traffic & Parking Committee in 2008 but it was never budgeted or constructed. The project was reconsidered by the Committee in 2012, and it was recommended for funding, with an estimated cost of \$2,600.

The active living project has been recommended by the active living committee; this project will allow the Town to hire a consultant to assist in the development of a plan to allow residents to enjoy the many fields and trails the Town has to offer, and connect the trails wherever possible. The Town has many beautiful locations and many people have moved to Freeport to enjoy the outside; the Town Council and active living committee will be working together to improve this for all residents.

Department	Project	Operating Impact
Comprehensive Town Improvements	Hunter Road and Pownal Road Fields Stormwater Improvements	None
	Main Street and School Street Intersection Improvements (Moved to DF TIF)	None
	Raised Speed Table on South Freeport Road at Soule School	None
	Active Living Project	None
	Torrey Hill Range Road Drainage and Overlay	None

Article 7- Municipal Facilities Capital Improvement Plan and Appropriation

The Town's municipal facilities capital improvement program for FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

MUNICIPAL FACILITIES				
ARTICLE VII				
FY 2013 Adopted	Department	Manager	Council	
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>	
<u>FY 2013</u>				
1	Computer Upgrades - Townwide	125,000	125,000	125,000
2	Furniture Replacement-Townwide	30,000	30,000	30,000
3	Improvements to Dunning Boat Yard	24,000	24,000	24,000
4	Repointing Brick at Town Hall	10,000	10,000	10,000
5	Library Roof	10,000	10,000	10,000
6	Library Conversion to Natural Gas	15,000	15,000	15,000
7	Tractor-General Maintenance-Includes Snow Blower and Loader	48,000	48,000	27,000
8	Air Conditioning Units-Public Safety Radio and Server Rooms	15,000	15,000	15,000
9	Revaluation Reserve Fund	10,000	10,000	10,000
Total 2013		287,000	287,000	266,000
 FY 2014-2018 Proposed				
		<u>Manager</u>	<u>Council</u>	<u>Council</u>
		<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2014</u>				
1	Computer Upgrades -Townwide	40,000	21,000	21,000
2	Building Maintenance Trailer	7,000	7,000	7,000
3	Roof-Salt Shed	28,000	28,000	28,000
4	Roof-Pine Street Vault	18,000	18,000	18,000
5	Video Cameras and Signage at Train Platform	30,000	-	-
6	Revaluation Reserve Fund	10,000	10,000	10,000
Total FY 2014		133,000	84,000	84,000

It is notable that normally the plan itself would be placed in this space, but due to the number of lines on the table, staff has included the prior and current years here, and the upcoming four years programs appear after the narrative. This was not ideal, but the plan was too large to place on one page with explanations and maintain a legible size font. The FY 2014 plan and appropriation are approximately one-third of the prior year. The original proposal included \$40,000 for computer upgrades; this included a "disaster recovery" program in which the Town would implement a plan for a natural disaster including recovering files and implanting a whole-server back-up system in order to ensure a quick (hours versus one-to-two days) recovery in the case of a complete server failure. The Town Council and staff agreed that this was not an urgent need at this time, and delayed this project until next year. Therefore, the plan was reduced from \$40,000 to \$21,000 for FY 2014.

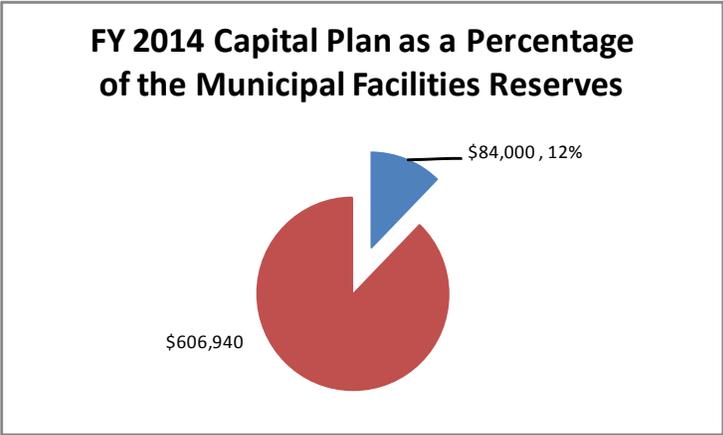
During the FY 2013 capital projects year, the Town Council appropriated \$27,000 for the maintenance supervisor’s tractor. He uses this for small walkway and other snow plowing in addition to moving mulch, mowing, and other required duties. However, this \$27,000 appropriation did not include funding for a trailer, and the maintenance supervisor has been using his personal equipment to move the tractor.

The Town’s salt shed roof replacement is to be \$28,000; this project has been moved forward from FY 2015 as the existing roof is too low to properly load and unload salt and each year the roof is in need of costly repairs. This problem and need for repairs will be eliminated by this appropriation.

The Pine Street vault roof is owned by the Town and in very poor condition; if it is not replaced soon it will begin to damage the vault and cost more money to replace and repair the damage caused by the delay. This project is estimated at \$18,000.

As stated in the budget transmittal letter and elsewhere, the Town is now responsible for the Freeport Amtrak train station. The train station manager proposed to place cameras and signage at the train station. Due to the large increase in the general fund’s budget for the train station and unknown benefit of the cameras versus their large cost of \$27,000 of the \$30,000 in the plan, the Council removed this proposal. The remaining \$3,000 for signage was moved to the general fund, as each individual sign does not meet the capital threshold of \$5,000.

Each year, the Town contributes \$10,000 to the revaluation reserve fund; this fund exists in order to maintain the assessing server, GIS computers, and it enables the assessor to continually reevaluate the Town in lieu of conducting a large-scale revaluation. This allows the Town to be closer to market value at all times, and avoids resident “sticker-shock” in the case of a full-scale revaluation.



Department	Project	Operating Impact
Municipal Facilities	Computer Upgrades -Townwide	None
	Building Maintenance Trailer	None
	Roof-Salt Shed	Reduction of repairs funded through the public works budget
	Roof-Pine Street Vault	None-Reduction of higher capital expenditures later
	Revaluation Reserve Fund	None

MUNICIPAL FACILITIES-CONTINUED
ARTICLE VII

FY 2014-2018 Proposed

FY 2015

1 Computer Upgrades -Townwide	21,000	40,000
2 Heating System-Highway Building	7,500	7,500
3 Interior Painting-Town Hall and Public Safety	5,000	5,000
4 Insulating in Attic of Public Safety Building	100,000	100,000
5 Train Station Plastic Panels	30,000	-
6 Revaluation Reserve Fund	10,000	10,000
Total FY 2015	173,500	162,500

FY 2016

1 Computer Upgrades -Townwide	21,000	21,000
2 Flooring-Carpet-Town Hall	15,000	15,000
3 Library Flooring	25,000	25,000
4 Interior Painting-Library and Public Works	5,000	5,000
5 Roof-Highway Building	50,000	50,000
6 Back-Up Generator at Public Works	125,000	125,000
7 Revaluation Reserve Fund	10,000	10,000
Total FY 2016	251,000	251,000

FY 2017

1 Computer Upgrades -Townwide	21,000	21,000
2 Roof-Public Safety	80,000	80,000
3 Brickwork at Public Safety	25,000	25,000
4 Replacement of Building Maintenance Truck	30,000	30,000
5 Furniture-Townwide	15,000	15,000
6 Soule School Maintenance	20,000	20,000
7 Brickwork at the Library	10,000	10,000
8 Library Expansion	300,000	300,000
9 Revaluation Reserve Fund	10,000	10,000
Total FY 2017	511,000	511,000

FY 2018

1 Computer Upgrades -Townwide	22,000	22,000
2 Copiers	25,000	25,000
3 Dunning Boat Yard Repairs	15,000	15,000
4 Flooring at Public Safety	20,000	20,000
5 Heating System at the Library	15,000	15,000
6 Revaluation Reserve Fund	10,000	10,000
Total FY 2018	107,000	107,000

Reserve Balance 2/28/2013 (excluding market fluctuations)	606,940
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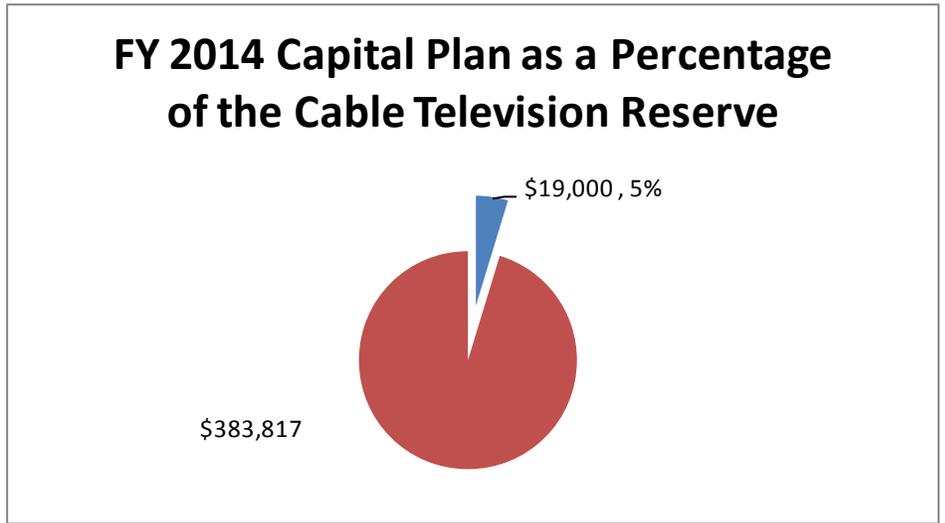
Article 8- Community Cable Television Capital Improvement Plan and Appropriation

The Town's community cable television capital improvement program for FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

CABLE				
ARTICLE VIII				
FY 2013 Adopted	Committee	Manager	Council	
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>	
<u>FY 2013</u>				
1 Equipment and other improvements (channel 3)	12,750	12,750	12,750	
2 Equipment and other improvements (channel 14)	5,000	5,000	4,000	
Total FY 2013	17,750	17,750	16,750	
 FY 2014-2018 Proposed				
	Committee	Manager	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2014</u>				
1 Equipment replacement	15,000	15,000	15,000	15,000
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	4,000
Total FY 2014	19,000	19,000	19,000	19,000
<u>FY 2015</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2015	14,000	14,000	14,000	
<u>FY 2016</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2016	14,000	14,000	14,000	
<u>FY 2017</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2017	14,000	14,000	14,000	
<u>FY 2018</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2018	14,000	14,000	14,000	
Reserve Balance 2/28/2013 (excluding market fluctuations)	383,817			

The community cable television reserve is funded through franchise fees. The Town has a franchise agreement with Comcast cable television company; pursuant to the maximum allowed by federal law, Comcast remits a five-percent franchise fee to the Town on a quarterly basis. The annual receipts total approximately \$85,000 annually. Historically, the Town council has held \$4,000 in

reserve for the school department (now RSU #5). The items included in the FY 2014 plan include new hard drives for both the meeting recording and the editing computers. Both meetings and editing projects are stored on USB-type hard drives and both computers are almost to capacity. If new hard drives are not purchased, the Town will soon be unable to record meetings for future broadcast and editing projects will not be possible. The Town will upgrade its hardware in both cases to internal hard drives with redundancy and more back-up capabilities.



Article 9- Boards and Committees Capital Improvement Plan and Appropriation

The Town's boards and committees capital improvement program for FY 2013 appropriation is listed below for the Town Council's point of reference; the FY 2014-FY 2018 capital improvements program was adopted on April 23rd; the FY 2014 appropriation was made on June 4th along with all other capital appropriations and the operating budget.

BOARDS, COMMITTEES, COMMUNITY GROUPS AND OTHER REQUESTS ARTICLE IX

FY 2013 Adopted	Committee <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>	
<u>FY 2013</u>				
1 Quiet Zone Designation Study	8,000	8,000	8,000	
2 Hedgehog Mountain Bridge Replacement	25,000	25,000	25,000	
3 Shellfish Commission Habitat Improvement	100,000	100,000	100,000	
4 Train Station Renovation	55,000	55,000	55,000	
Total FY 2013	188,000	188,000	188,000	
 FY 2014-2018 Proposed				
	Committee <u>Proposed</u>	Manager <u>Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>				
1 Shellfish Commission Habitat Improvement	81,600	71,000	71,000	71,000
2 Historic Society Archiving Project	30,000	30,000	-	-
Total FY 2014	111,600	101,000	71,000	71,000
<u>FY 2015</u>				
Historic Society Archiving Project		-	30,000	
Total FY 2015	-	-	30,000	-
<u>FY 2016</u>				
Replace Harbormaster Outboard Motor	25,000	25,000	25,000	
Total FY 2016	25,000	25,000	25,000	-
<u>FY 2017</u>				
No request at this time	-	-		
Total FY 2017	-	-	-	-
<u>FY 2018</u>				
Comprehensive Plan/Performance Measures Project	30,000	30,000	30,000	
Total FY 2018	30,000	30,000	30,000	-
Reserve Balance 2/28/2013 (excluding market fluctuations)				

The Boards, Committees, Community Groups, and Other Requests can vary from year-to-year, and is not as predictable as other capital plans. It is for that reason that staff does not fund or benchmark this reserve as predictably as the others. The FY 2014 request originally included a \$30,000 request from the Freeport Historic Society for archiving materials. While the Town

Council found this to be a very relevant and exciting project, the Council followed a rule of “only mandatory” projects in order to keep its program smaller and allow reserve balances to rebound after the past two years of larger plans. The archiving project was moved to FY 2015 for discussion.

The Town Council appropriated up to \$71,000 for the continuation of Shellfish Commission’s invasive species green crab eradication project. The project is managed by a scientist from the University of Maine system and is running parallel to another science project in conjunction with a \$20,000 State of Maine grant. The green crab eradication capital project includes trapping and fencing the invasive species. The grant project includes “boxing” several areas to study whether or not the clams grow in higher numbers when the green crabs can not enter their habitat. The photo to the right shows two of the



Photo Courtesy Town Staff

“boxes” associated with the grant project. The boxes are approximately 2,000 feet from the shoreline/road, and this photo was taken at low tide. The idea is that the clams have a protected space to proliferate without the invasive species eating the spat (developmental stage before the shell is developed).



Photo Courtesy Darcie Couture

The clamming industry in Freeport has declined over the past 20 years; the number of shellfish licenses has dropped approximately in half over that time period. The photo to the left shows Freeport’s shellfish harvesters placing fencing across the Recompense Cove and Little River area. The idea of the fencing is similar to the “boxes above; the fences are meant to keep the invasive

green crabs out of the area where the clams grow. This is a huge effort, as the materials for the fences had to be purchased and the fences had to be built from scratch. Most of this was done by shellfish harvesters on a volunteer basis. The Town is paying for the supplies and materials.

THE TOWN'S RESERVE FUNDS AND THEIR RELATION TO THE CAPITAL PLAN

The Town has had reserve funds since the mid-1980's, and these are a major source of funding for the Town's capital improvements. The Town's reserve policy is listed in Appendix A Financial Policies. The reserve policy and practice of transferring general fund money into the reserve began approximately 30 years ago when the Town did not have any reserves, and had to issue bonds to complete all capital projects. This is a cumbersome and expensive process, and the Town Council wanted to ensure the long-term stability of the Town's infrastructure and equipment. The Town manager wanted to change the municipal government's culture from a standard "use it or lose it" budgeting strategy when unspent funds may be lost in future budget cycles to a more frugal culture. He challenged the department heads that if they only purchased the items they needed and saved operating funds each year, the funds would be transferred into a reserve fund for future capital needs. That "corporate culture" is still in place, and department heads underspend whenever possible in order to "save up" for future capital needs in their or other departments.

The reserves are authorized by the Town council for a specific type of non-routine project or investment. They are invested under a special section of the Town's investment policy, and 25 percent of the investment is authorized to be invested in equity and fixed income funds as allowed by Maine Statute Title 30-A section 5706. The remaining 75 percent must be invested in investments that can not lose principal, such as government or agency bonds, certificates of deposits, or other like investments. While the reserve funds have not been audited as of 06/30/2013, the capital plan is completed based upon the prior year audited balances, and the Town uses the 6/30/2012 balances to ensure that all funds are within the benchmarks and guide the FY 2014 spending plan. The guide to benchmarking the reserve funds is a range of the sum of the five-year capital plan and 20 percent of the 20-year replacement plan. As of June 30th, 2012, the balances and benchmarks were as follows, and this guided the 2014 capital plan.

TOWN OF FREEPORT RESERVES AND GUIDANCE BENCHMARKS
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	06/30/2012 Audited Balances	Low Benchmark	High Benchmark	FY 2014 Adopted Plan
Capital Projects Reserve Funds				
General administration reserve	11,560			
Police equipment reserve	155,537	208,500	500,000	\$ 25,000
Cable TV equipment reserve	355,058			\$ 19,000
Public infrastructure reserve	2,305,665	1,110,980	2,439,900	\$ 235,600
Land Trust reserve	19,650			
Public works equipment reserve	562,644	786,400	1,291,000	\$ 276,500
Ambulance equipment reserve	564,097	465,400	564,097	\$ 189,000
Building maintenance reserve	487,953	545,500	737,500	\$ 84,000
Fire equipment reserve	803,091	1,072,600	1,150,000	\$ 15,000
Municipal parking lot reserve	318,991			
Hedgehog mountain reserve	16,749			
Recycling equipment reserve	163,895	208,500	500,000	\$ 30,000
Community center reserve	9,043			
Land Purchase Reserve	142,136			
Energy Savings Reserve	17,565			
General Fund Reserve Funds				
Unemployment compensation fund	353,151			
Other	216,988			\$ 71,000
Total Reserves	6,503,773			\$ 945,100

It is notable that the "general administration" and the "building maintenance" reserves are combined for the purpose of adopting a capital plan and budget. Their reserve benchmarks have been combined here.

The balances in the reserve funds as of June 30th, 2012 and the appropriate guideline benchmarks are listed in the table above. The finance director works with the Town manager and department heads on the 2014 plan based upon the Town's capital needs and the reserve amounts above. It is notable that while the sum of the five-year plan and 20 percent of the 20-year plan are simply guidelines, and from time-to-time, staff analyzes the upcoming department need when there is a particularly costly single item to be replaced, the benchmark provides less guidance as the actual needs of the department or program.

DEBT SERVICE

MAINE'S LEGAL DEBT LIMIT AND FREEPORT'S DEBT SERVICE

Maine State Statute Title 30-A Section 5702 defines municipal legal debt limits; the Towns are allowed to issue debt up to a maximum of 15 percent of their State valuation. The State defines the acceptable purposes for debt, and how much of each type the Towns are allowed to issue, but the maximum is always 15 percent. The Town's 2013 valuation is \$1,362,450,000; as of 06/30/2013 the Town's outstanding debt service was \$5,345,000, or less than three percent of the allowable limit of more than \$204 million. As of June 30th, 2013, the Town's debt-per-capita was be approximately \$660 per person (assuming a constant population of 8,100). On the local level, Section 8.03 of the Town's Charter states that any appropriation of \$100,000 or more for a single capital improvement which requires the issuance of general obligation bonds must go to a referendum vote.

The Town's debt service issues are listed below; one pertinent fact concerning the Town's debt is that the State law enacting school consolidation took effect on July 1, 2009. Before that time, the school had been a department of the Town, and after consolidation, the school became part of a Regional School Unit and joined the neighboring towns of Pownal and Durham. A new RSU board was elected by the voters, and officially took control over the three Towns' schools, including the budget process and all financial transactions associated with the schools. At that time, the school buildings and appropriate land was deeded over to the RSU, yet the debt service remained with each participating Town. The result for FY 2014 is that the debt service shown below is listed in total, but the Town's principal and interest payments only total \$334,078 (principal payments total \$279,545) and the RSU is responsible for the remaining \$591,489 (principal payments total \$435,455). Of the Town's debt responsibility, the amount to be paid during FY 2014 by the Town's general fund is \$190,428, the TIF fund total is \$143,650. All of the Town's current debt is general obligation, and the Town does not currently have any alternate revenue bonds outstanding.

TOWN OF FREEPORT, MAINE CURRENT DEBT SERVICE OUTSTANDING

<u>Governmental Activities</u>	<u>Date of issue</u>	<u>Original amount issued</u>	<u>Date of maturity</u>	<u>Interest rate</u>	<u>Balance June 30, 2012</u>	<u>Payments FY 2013</u>	<u>Balance June 30, 2013</u>	<u>Payments FY 2014</u>	<u>Balance June 30, 2014</u>
1992 Capital improvements	4/19/2011 (1)	3,274,000	2012	4.21%	-	-	-	-	-
1997 Capital improvements	1/23/97 (2)	4,275,000	2016	2.91%	750,000	150,000	600,000	150,000	450,000
2000 School improvements	4/19/2011 (1)	4,888,000	2021	4.58%	-	-	-	-	-
2001 Capital improvements	10/25/2001	517,000	2011	4.40%	-	-	-	-	-
2001 Capital improvements	4/19/2011 (1)	1,000,000	2022	4.60%	-	-	-	-	-
2002 Capital improvements	10/30/2002	540,500	2012	2.98%	42,850	42,850	-	-	-
2002 School improvements	4/19/2011 (1)	4,491,000	2012	4.32%	-	-	-	-	-
2008 School improvements	2/1/2008	655,000	2008	2.92%	345,000	70,000	275,000	55,000	220,000
2008 MMBB	10/30/2008	262,165	2013	0	45,806	45,806	-	-	-
2009 MMBB	3/11/2009	300,000	2019	variable	210,000	30,000	180,000	30,000	150,000
2011 Refunding	4/19/2011	5,635,000	2023	2.939	4,915,000	625,000	4,290,000	480,000	3,810,000
Total bonds and notes payable					6,308,656	963,656	5,345,000	715,000	4,630,000

The table above shows the Town's outstanding debt service issues in total, and the table below shows debt service issues by responsible entity. The Town's debt is listed on the top and includes principal payments and lists the issues in total, and the bottom table lists both principal and interest payments.

**Town of Freeport
Debt Service Schedule
Year ended June 30, 2013**

	Balance June 30, 2013		Current Year Debt Service		
			Principal	Interest	Total
General Obligation Bonds					
Town Responsibility					
1 2001 CIP	488,977	29.5455%	62,045	20,741	82,786
2 2001 CIP-Community Center Portion	330,000	75.0000%	37,500	14,250	51,750
3 2002 CIP	-	63.9223%	-	-	-
4 2008 Refunding of 1997 Bonds	600,000		150,000	15,750	165,750
2009 SRF Bridge Loan \$300,000	180,000		30,000	3,792	33,792
Total Town Debt	1,598,977		279,545	54,533	334,078
RSU Responsibility					
1 2001 Middle Sch & CIP	1,166,023	70.4545%	147,955	49,459	197,414
2 2001 CIP-Admin Building	110,000	25.0000%	12,500	4,750	17,250
2002 High School Auditorium & Science Wing	2,195,000		220,000	94,400	314,400
4 2007 CIP HVAC	275,000		55,000	7,425	62,425
4 2007 CIP Lighting-High School Only		27.2000%			-
Total RSU Debt	3,746,023		435,455	156,034	591,489
Total	5,345,000		715,000	210,567	925,567

The numbers one through four on the left side of the table above indicate that these projects are one debt service issue for the different school and Town projects. The Town issues debt as infrequently as possible, and makes a practice of maintaining healthy reserves and a five-year capital plan and 20-year replacement schedule for all capital items. The reserves and capital plan are discussed in the next section of this document.

GLOSSARY OF FREQUENTLY USED TERMS

ACCOUNT	A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.
ACCOUNTING SYSTEM	The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.
AD VALOREM TAX	Taxes that are based upon the value of an object.
ASSETS	Property owned by a government which has a monetary value.
ASSESSED VALUATION	A valuation set upon real estate or other property by the Town Assessor as a basis for levying taxes.
BOND	A written promise, generally under seal, to pay a specified sum of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.
BONDED DEBT	The portion of indebtedness represented by outstanding bonds.
BALANCED BUDGET	A budget in which estimated revenues are equal to expenditures.
BUDGET	A one year financial document embodying an estimate of proposed revenue and expenditures for the year. The Town is required by State Statute to approve a budget, and the approved budget sets the legal spending limits of the Town. It is the primary means by which most of the expenditures and service levels of the Town are controlled.
BUDGET AMENDMENT	The legal procedure utilized by the Town staff and Town Council to revise the budget.
BUDGET DOCUMENT	The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the Town Council.
BUDGET MESSAGE	A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.
BUDGET ORDINANCE	The official enactment, by the Town Council to legally authorize Town staff to obligate and expend resources.
BUDGETARY CONTROL	The control of management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.
CAPITAL ASSETS	Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.
CAPITAL BUDGET	A plan of proposed capital outlays and the means of financing them for the current fiscal period.
CAPITAL OUTLAYS	Expenditures which result in the acquisition of, or addition to, fixed assets.
CAPITAL PROJECTS FUND	A fund created to account for financial resources to be used for the acquisition or the construction of major capital facilities of equipment.
CDBG	Community Development Block Grant

CHART OF ACCOUNTS	The classification system used by the Town to organize the accounting for various funds.
CONTINGENCY	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.
CONTRACTUAL SERVICES	Services rendered to Town departments and agencies by private firms, individuals, or other governmental agencies. Examples include utilities, insurance, and professional services.
DARE	Drug Abuse Resistance Education
DEBT SERVICE FUND	A fund established to finance and account for the accumulations of resources for, and the payment of, general long-term debt principal and interest.
DEBT SVC REQUIREMENTS	The amount of revenue which must provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.
DEFICIT	(1) The excess of an entity's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues during a single accounting period.
DEPARTMENT	A major administrative organizational unit of the Town which indicates overall management responsibility for one or more activities.
DEPRECIATION	(1) Expiration in service life of fixed assets, other than wasting assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or the physical or functional cause. (2) The portion of the cost of a fixed asset charged as an expense during a particular period. NOTE: The cost of such asset and each period is charged with part of such cost so that ultimately the entire cost of the asset is charged off as an expense.
DISBURSEMENT	Payments for goods and services in cash or by check.
EAV	Equalized Assessed Valuation
ENTERPRISE FUND	A fund established to finance and account for operations (1) that are financed and operated in a manner similar to private business enterprises—where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Examples of enterprise funds are those for utilities. The Town accounts for its non-emergency transport program in a full-accrual basis of accounting enterprise fund.
ESDA	Emergency Services Disaster Agency. A disaster preparedness organization whose disaster plan has been state certified and can be utilized by Town departments to mitigate natural or technological disasters.
ESTIMATED REVENUE	The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Town Board.

EXPENDITURES

If the accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid, including expenses, provision for retirement of debt not reported as a liability of the fund from which retired, and capital outlays. If they are kept on the cash basis, the term covers only actual disbursement for these purposes.

EXPENSES

Charges incurred, whether paid or unpaid, for operation, maintenance and interest, and other charges which are presumed to benefit the current fiscal period.

FISCAL YEAR

A twelve-month period of time to which the annual budget applies and at the end of which a municipality determines its financial position and results of operations. The Town of Freeport has specified July 1 to June 30 as its fiscal year.

FIXED ASSETS

Assets of a long-term character in which the intent is to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

FULL FAITH AND CREDIT

A pledge of the general taxing power of the government to repay debt obligations (typically used in reference to bonds).

FUND

An independent fiscal and accounting entity with a self-balancing set of account recording cash and/or other resources, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND ACCOUNTS

All accounts necessary to set forth the financial operations and financial conditions of a fund.

FUND BALANCE

The excess of a fund's assets over its liabilities and reserves. The fund that is available for any legal authorized purposes and which is therefore used to account for all revenue and all activities except those required to be accounted for in another fund. NOTE: The General Fund is used to finance the ordinary operations of a government unit.

GAAP

Generally Accepted Accounting Principals

GASB

Governmental Accounting Standards Board

GENERAL OBLIGATION

Bonds for whose payments the full faith and credit of the issuing body are pledged. More commonly, but not necessarily general obligation bonds are considered to be those from taxes and other general revenues.

GFOA

Government Finance Officers Association

GOAL

A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given period.

GRANT

A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function, but it is sometimes also for general purposes.

INCOME

This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of an enterprise's activities. As indicated elsewhere, the excess of the

TOTAL revenues over the TOTAL expenses of the utility for a particular accounting period is called "net income."

INTERFUND TRANSFERS

Amount transferred from one fund to another fund

OAV

Original Assessed Valuation-this term is used in TIF discussions to refer to the original valuation of the property in the TIF before any subsequent assessments or tax increases. All taxes received above the OAV are considered TIF increment, and remain in the TIF fund as opposed to the general fund.

OPERATING BUDGET

The portion of the budget that pertains to daily operations that provide basic government services.

ORDINANCE

A formal legislative enactment by the governing board of municipality.

PERSONNEL SERVICES

Costs relating compensating Town employees, including salaries, wages, and benefits.

PROPERTY TAXES

Property taxes are levied on real property according to the property's valuation and the tax rate.

RESERVE

An account used to indicate that a portion of a fund balance is restricted for a specific purpose.

RETAINED EARNINGS

An equity account reflecting the accumulated earnings of the Town's enterprise funds.

REVENUES

Funds that the government receives as income.

SPECIAL REVENUE FUNDS

A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

SRF

State Revolving Loan Fund-a State-operated fund which lends low-interest money to municipalities for qualifying capital improvement projects

TAXES

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

TAX COMMITMENT

The amount of property taxes to be raised by a municipality. The assessor commits the taxes to the tax collector, who then bills and collects the payments.

TIF

Tax Increment Financing

A process by which the equalized assessed value of a property is frozen, improvements made and the additional taxes generated as a result of the increased assessment captured and utilized to repay eligible project costs.

Appendix A-Financial Policies

- 1. Fund Balance Policy**
- 2. Investment Policy**
- 3. Reserve Policy**
- 4. Tax Rate Stabilization Policy**

Town of Freeport

Fund Balance Policy-General Fund

Purpose

A Fund Balance Policy is hereby established to ensure the financial well being of the Town of Freeport to lessen the need for borrowing, to protect the Town's Bond Rating and to provide the funds necessary to meet the Town financial operating obligation.

Definitions

In Statement 54, the Government Accounting Standards Board (GASB) redefined the different levels of fund balance as follows:

Non-Spendable (inherently nonspendable): Non-spendable fund balance includes a portion of net resources that cannot be spent because of their form, and/or because a portion of the net resources cannot be spent because they must be maintained intact.

Restricted (externally enforceable limitations on use): Restricted fund balance includes limitations imposed by credits, grantors, contributors, or laws and regulations of other governments, and/or limitations imposed by law through constitutional provisions or enabling legislation.

Committed (self-imposed limitations set in place prior to the end of the period): Committed fund balance includes a limitation imposed at the highest level of decision-making that requires formal action at the same time to remove.

Assigned (limitation resulting from intended use): Assigned fund balance includes intended use established by the highest level of decision-making, intended use established by the body designated for that purpose, and/or intended use established by official designated for that purpose.

Unassigned (residual net resources): Unassigned fund balance is the total fund balance in the general fund in excess of nonspendable, restricted, committed, and assigned fund balance (i.e., surplus) and/or excess of nonspendable, restricted, and committed fund balance over the total fund balance (i.e., deficit).

For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

Policy

The amount of the Town's Unassigned Fund Balance shall be not less than one and-a-half months of the total of all operating budgets. A report on the fund balance will be directed

to the Town council annually after the financial statements are available. If the unassigned fund balance exceeds five percent over the minimum as defined above, the manager and finance director will make a recommendation to the council on the use of the fund balance based upon the Town's policies.

Town of Freeport Investment Policy

The Town of Freeport (“the Town”) is situated along the coast of southern Maine approximately 15 miles north of the City of Portland. Freeport serves as a retail and employment hub for southern Maine. The Town’s governmental system dates back to 1789 when it was Incorporated under the State of Massachusetts (later becoming part of the State of Maine). The Town operates under a Council-Manager form of government, with a seven-member Council. The Town Manager is the Town’s Chief Operating Officer and is appointed by the Council.

The Finance Director is the Town’s Treasurer. Title 30-A, Sections 5706 and 5711 of the Maine Revised Statutes provide that the Treasurer shall invest municipal funds upon direction of the municipal officers. Title 30-A, Section 5719 provides that a municipality has no authority to make any investments other than those permitted by statute.

The following Investment Policy addresses the methods, procedures and practices, which must be exercised to ensure effective and judicious fiscal and investment management of the Town's funds. The purpose of this Investment Policy is to establish the investment scope, objectives, delegation of authority, standards of prudence, reporting requirements, internal controls, eligible investments and transactions, diversification requirements, risk tolerance, and safekeeping and custodial procedures for the investment of the funds of the Town of Freeport.

This Investment Policy has been adopted by the Town Council of the Town of Freeport by resolution on January 17th, 2012 and it replaces any previously dated investment policies, guidelines or lists of authorized investments.

SCOPE

This Policy shall apply to the investment management of the following financial assets under control of the Town: Operating Funds, Reserve Funds, Bond Proceeds and Trust Portfolios. The investment objectives associated with the Reserve and Trust Portfolios are unique. The separate and distinct nature of these funds mandates deviation from some portions of this Policy. At all times, however, investments in the Reserve and Trust Portfolio will be managed in compliance with the Maine Revised Statutes.

Operating funds shall be pooled for investment purposes. The investment income derived from the pooled investment account shall be allocated to the General Fund.

OBJECTIVES

The Town's principal investment objectives are:

- Preservation of capital and protection of investment principal.
- Maintenance of sufficient liquidity to meet anticipated cash flows.
- Attainment of a market value rate of return.
- Diversification to avoid incurring unreasonable market risks.
- Maximization of funds available for investment, while ensuring the most competitive fee structure

Conformance with all federal, state and local statutes, rules or regulations.

PRUDENCE

The standard of prudence to be used for managing the Town's assets shall be Title 30-A, Section 5718 of the Maine Revised Statutes which in general states that investments shall be made with the judgment and care that persons of prudence, discretion and intelligence, under circumstances then prevailing, exercise in the management of their own affairs, not for speculation but for investment, considering safety, income and maintenance of liquidity.

The Town's investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The Town recognizes that no investment is totally riskless and that the investment activities of the Town are a matter of public record. Accordingly, the Town recognizes that occasional measured losses are inevitable in a diversified portfolio and shall be considered within the context of the overall portfolio's return, provided that adequate diversification has been implemented and that the sale of a security is in the best long-term interest of the Town.

The Finance Director and authorized investment personnel acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that the deviations from expectations are reported in a timely fashion to the Town Manager and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST

Elected officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair or create the appearance of an impairment of their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Town Manager any material financial interests they have in financial institutions that conduct business with the Town and they shall subordinate their personal investment transactions to those of the Town.

DELEGATION OF AUTHORITY

Under the Maine Revised Statutes and the Freeport Town Code, responsibility for the investment of the Town's funds covered by this Investment Policy resides with the Finance Director who is the Town's Treasurer. The Finance Director is responsible for developing Town policy regarding the investment and custody of the Town's investable funds, as well as the Town's internal procedures affecting those funds. The Finance Director shall implement this Policy after it is approved by the Town Council.

The Finance Director has the authority to conduct investment transactions and manage the operation of the investment portfolio. The Finance Director may delegate authority to the Town Manager/Deputy Treasurer and other specifically authorized staff members. A list of persons authorized to conduct investment transactions for the Town is provided as Annex I to this Policy. No person may engage in an investment transaction except as expressly provided under the terms of this Investment Policy.

The Town may engage the support services of outside professionals in regard to its investment program, so long as it can be clearly demonstrated that these services produce a net financial advantage or necessary financial protection of the Town's financial resources.

INTERNAL CONTROLS

The Finance Director shall develop written administrative procedures and internal controls, consistent with this Policy, for the operation of the Town's investment program. Such procedures shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees of the Town. Proper documentation for all investment transactions shall be prepared and maintained for an appropriate amount of time.

**AUTHORIZED SECURITIES AND TRANSACTIONS FOR ALL INVESTMENTS
OTHER THAN RESERVES AND TRUSTS (RESERVES AND TRUSTS ARE
CONSIDERED SEPARATELY IN A LATER SECTION OF THIS DOCUMENT)**

All investments of the Town shall be made in accordance with Title 30-A, Sections 5706 through 5719 of the Maine Revised Statutes. Any revisions or extensions of these sections of the Maine Revised Statutes will be assumed to be part of this Investment Policy immediately upon being enacted. The following investments relate only to the operating funds of the Town>

The Town has further restricted the investment of funds to the following types of securities and transactions:

1. U.S. Treasury Obligations: Treasury Bills, Treasury Notes and Treasury Bonds with maturities not exceeding three years from date of trade settlement.
2. Federal Instrumentality Securities: Debentures, discount notes and callable securities, with maturities not exceeding three years from the date of trade settlement, issued by the following only: Federal Home Loan Banks (FHLB), Federal National Mortgage Association (FNMA), Federal Farm Credit Banks (FFCB), Federal Home Loan Mortgage Corporation (FHLMC) and Student Loan Marketing Association (SLMA).
3. Repurchase Agreements: With maturities not to exceed one year collateralized by U.S. Treasury Obligations or Federal Instrumentality Securities listed in items 1 and 2 above with the maturity of the collateral not exceeding 10 years. For the purpose of this section, the term collateral shall mean purchased securities under the terms of the Town's approved Master Repurchase Agreement. The purchased securities shall have an original minimum market value including accrued interest of 102 percent of the dollar value of the transaction and the collateral maintenance level shall be 101 percent. Collateral shall be held in the Town's custodian bank as safekeeping agent, and the market value of the collateral securities shall be marked-to-market daily.

Repurchase Agreements shall be entered into only with dealers who have executed a Town approved Master Repurchase Agreement with the Town and who are recognized as Primary Dealers with the Market Reports Division of the Federal Reserve Bank of New York. Primary Dealers approved as Repurchase Agreement counterparties shall have a short-term credit rating of at least A-1 or the equivalent and a long-term credit rating of at least A or the equivalent. The Finance Director shall maintain a copy of the Town's approved Master Repurchase Agreement along with a list of the broker/dealers who have an executed Master Repurchase Agreement with the Town.

4. Commercial Paper: With maturities not exceeding 270 days from the date of purchase which is rated at least A-1 by Standard and Poor's, P-1 by Moody's or F1 by Fitch at the time of purchase by each service which rates the commercial paper. If the commercial paper issuer has senior debt outstanding, the senior debt must be rated by each service that publishes a rating on the issuer of at least A by Standard and Poor's, A2 by Moody's or A by Fitch.
5. Money Market Mutual Funds: registered under the Investment Company Act of 1940 which (1) are "no-load" (meaning no commission or fee shall be charged on purchases or sales of shares); (2) have a constant daily net asset value per share of \$1.00; (3) limit assets of the fund to U.S. Treasury Obligations, Federal Instrumentality or Agency Securities or repurchase agreements collateralized by such securities; (4) have a maximum stated maturity

and weighted average maturity in accordance with Federal Securities Regulation 2a-7; and 5) have a rating of AAA by Standard and Poor's, Aaa by Moody's or AAA/V1+ by Fitch.

6. Time Certificates of Deposit: with maturities not exceeding four years, in state or nationally chartered banks or savings and loans, which are insured by the Federal Deposit Insurance Corporation (FDIC). Certificates of Deposit which exceed the FDIC insured amount may be purchased only from financial institutions which meet the criteria set forth under the following section, "Selection of Banks and Savings and Loans."
7. Funds organized through Maine Interlocal Cooperation that maintain a net asset value of \$1.00, specifically the Maine Cooperative Liquid Assets Security System Trust (Maine CLASS).

It is the intent of the Town that the foregoing list of authorized securities be strictly interpreted. Any deviation from this list must be preapproved by the Town Council in writing.

The Town recognizes that bond proceeds may, from time to time, be subject to the provisions of the Tax Reform Act of 1986, Federal Arbitrage Regulations, as amended. Due to the legal complexities of arbitrage law and the necessary immunization of yield levels to correspond to anticipated cash flow schedules, the reinvestment of such debt issuance may, upon the advice of Bond Counsel or financial advisors, deviate from the maturity limitation provisions of this Policy with written approval of the Town Council.

INVESTMENT DIVERSIFICATION AND LIQUIDITY

It is the intent of the Town to diversify the investments within the portfolio to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions or maturities. Nevertheless, the asset allocation in the portfolio should be flexible depending upon the outlook for the economy, the securities markets, and the Town's anticipated cash flow needs. No more than 50% of the Town's total portfolio shall be invested in commercial paper.

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. The Town shall maintain at least 10% of its total investment portfolio in instruments maturing in 30 days or less. Unless matched to a specific cash flow requirement, the Town will not invest in securities maturing more than three years from the date of trade settlement.

Bond proceeds are not pooled for investment purposes and shall be excluded from calculations of the diversification and liquidity requirements in this section. Other deviations from the diversification and liquidity requirements in this section can be made only with the advance written authorization of the Town Council.

SELECTION OF FINANCIAL INSTITUTIONS ACTING AS BROKER/DEALERS AND BROKER/DEALERS

The Finance Director shall maintain a list of authorized broker/dealers and financial institutions, which are approved for investment purposes, and it shall be the policy of the Town to purchase securities only from those authorized institutions and firms.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines

Proof of FINRA (Financial Industry Regulatory Authority) certification (not applicable to certificate of deposit counterparties)

Proof of registration to sell securities in the State of Maine

Certification of having read and understood and agreeing to comply with the Town of Freeport's Investment Policy

Evidence of adequate insurance coverage (FDIC, SIPC, or other appropriate collateral)

Once qualified, financial institutions and broker/dealers shall be required to submit and update all of the above on an annual basis. The investment officer shall review the financial condition and registration of all qualified financial institutions and broker/dealers annually. When selecting broker/dealers, the finance director will give consideration to local or regional financial institutions, as long as they meet the standards set forth in this policy.

Broker/dealers and other financial institutions will be selected by the Finance Director on the basis of their expertise in public cash management and their ability to provide services for the Town's account. Approved broker/dealers and the firms they represent shall be licensed to do business in the State of Maine. When selecting broker/dealers, the Finance Director will give consideration to local or regional financial institutions, as long as they meet the standards set forth in this Policy.

The Town may purchase commercial paper from direct issuers even though they are not on the approved broker/dealer list as long as they meet the criteria outlined in Item 4 of the Authorized Securities and Transactions section of this Policy.

COMPETITIVE TRANSACTIONS

Each investment transaction shall be competitively transacted with broker/dealers who have been authorized by the Town. At least three broker/dealers shall be contacted for each transaction and their bid and offering prices shall be recorded. The purchase of primary market securities is exempt from this requirement.

If the Town is offered a security for which there is no other readily available competitive offering, then the Finance Director will document quotations for comparable or alternative securities.

When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

SELECTION OF BANKS AND SAVINGS AND LOANS

The Finance Director shall maintain a list of authorized banks and savings and loans that are approved to provide investment clearing and other banking services for the Town. To be eligible for authorization, a bank or savings must be a member of the FDIC and must qualify as a depository of public funds in the State of Maine as defined in Title 30-A, Section 5706 of the Maine Revised Statutes. Additionally, Banks shall provide their most recent Consolidated Report of Condition ("Call" report) at the request of the Town. At minimum, The Town shall conduct an

annual evaluation of each bank's creditworthiness to determine whether it should be on the "Qualified Institution" listing.

When selecting banks and savings and loans, the Finance Director will give consideration to local financial institutions, as long as they meet the standards set forth in this Policy.

PORTFOLIO PERFORMANCE

The operating investment and cash management portfolio shall be designed to attain a market value rate of return throughout budgetary and economic cycles, taking into account prevailing market conditions, risk constraints for eligible securities, and cash flow requirements.

REPORTING

Accounting and reporting on the Town's investment portfolio shall conform to Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) recommended practices. The Finance Director shall prepare at least at least annually a report of the investments held by the Town, the current market valuation of the investments and performance results. The report shall include a summary of investment earnings during the period. A record shall be maintained by the Town of all bids and offerings for security transactions in order to ensure that the Town receives competitive pricing.

Reports prepared by outside advisors shall be sent to the Town's Finance Director.

POLICY REVISIONS

This Investment Policy shall be reviewed periodically by the Director of Finance and may be amended by the Town Council as conditions warrant.

RESERVE FUND AND TRUST FUND INVESTMENTS

The Town maintains a number of capital reserve accounts for Town future capital needs as outlined in the Town Account Policies. Additionally, the Town maintains various Trust funds in a trustee capacity for Cemetery Perpetual Care, Library Funds, School Scholarship Funds, and Benevolent funds. These funds, due to their nature, are separately invested under a conservative longer-term investment prospective as well as the need to provide income for the intentions of the various trusts.

The primary objective is to ensure that the Town's reserve and trust funds are properly invested in a conservative and balanced portfolio of fixed income and equity investments. (The conservative investment shall be one with a low historical risk of loss of principal which seeks to maintain principal and seeks to generate income.) For reserve funds, interest and dividends received under this policy are to be re-invested in the reserve funds or used for capital expenditures. For trust funds, interest and dividends received under this policy are made available for distribution to the associated trust intentions.

Safekeeping and Investment Management Agreement: The town may enter into an agreement with a financial institution with trust powers authorized to do business in the State of Maine for the safekeeping of the reserve funds, as defined in Section 5801, or trust funds, as defined by section 5653. Services must consist of the safekeeping of the funds, collection of interest and dividends, and any other fiscal service that is normally covered in a safekeeping agreement. Investment of reserve funds or trust funds deposited under a safekeeping agreement may be managed either by the financial institution with which the funds are deposited or by an investment advisor registered with the National Association of Securities Dealers, federal Securities and Exchange Commission or other governmental agency or instrumentality with jurisdiction over investment advisors, to act in such capacity pursuant to an investment advisory agreement providing for investment management and periodic review of portfolio investments. Investment of funds on behalf of the municipality under this section is governed by the rule of prudence, according to Title 18-B, sections 802 to 807 and chapter 9. The contracting parties shall give assurance of proper safeguards that are usual to these contracts and shall furnish insurance protection satisfactory to both parties.

Investment Diversification:

At the discretion of the investment advisor the approximate blend of equities to fixed income investments should be as follows:

	<u>Equities</u>	<u>Fixed Income</u>
Reserve funds	25%	75%
Cemetery Trust Funds	50%	50%
All Other Trust Funds	70%	30%

A change of more than 5% from the policy must be approved by the Town Council. Additionally, no single equity will comprise more than 5% of the total value of the fund. Equity mutual fund investments will not be considered single investments subject to the 5% requirements but should not exceed 20% of the total value of the fund. No single fixed income investment will comprise more than 20% of the total value of the fund, unless fully backed by the federal government or its agencies and instrumentalities. For fixed income investments, reserve funds only: the Town will not invest this portion of reserve funds in such a way as to risk loss of principal. However, the equities portion of the reserve funds may include fixed income mutual funds. The Town Council will review the fixed income/equities percentages annually for the reserve fund investments.

Investment Performance:

The reserve and trust fund investment performance will be reviewed periodically by the finance director. The equity investments will be measured against the S & P index and the fixed income investments will be compared to the appropriate bond index based upon bond maturity length. The goal of the fund will be to maintain over a normal market cycle (5 years) an annual rate of return on a comparable aforementioned index portfolio.

REPORTING

Accounting and reporting on the Town's investment portfolio shall conform to Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) recommended practices. The Finance Director shall prepare (and post on the Town's website) at least at least quarterly a report of the investments held by the Town, the current market valuation of the investments and performance results. The report shall include a summary of investment earnings during the period.

BIDDING AND RFP PROCESS

After the financial statements are available at the end of the fiscal year, the finance director will report to the council on the advisor/Town working relationship, and may recommend to conduct the RFP process or propose to continue working with the same advisor for subsequent years. That recommendation will be based upon the advisor's working understanding of the Town's policy, municipal law, responsiveness to Town's investment needs throughout the year, and the Government Finance Officers' Association recommended best practice for bidding out investment services.

Reports prepared by outside advisors shall be sent to the Town's Finance Director.

Annex I

Authorized Personnel

The following persons are authorized to transact investment business and wire funds for investment purposes on behalf of the Town of Freeport:

1. Finance Director/Treasurer
2. Town Manager/Deputy Treasurer

Town of Freeport
Reserve Policy

1. Purpose

The Municipality of Freeport is committed to a Reserve Account Policy to ensure the financial well being of the Town. This policy is intended to create a stable financial climate, stabilize the tax rate, lower the Town dependency of bonding, assure the timely replacement of equipment, provide for the upkeep of building and properties, and self fund a number of ongoing expenses.

2. Reserve Establishment and Retention

The following Municipal and School Reserve accounts are hereby established or retained:

- Public Works Department Equipment Replacement
- Rescue Department Equipment Replacement
- Fire Department Equipment Replacement
- Solid Waste / Recycling Department Equipment Replacement
- Cable T.V. Department Equipment Replacement
- Municipal Building Maintenance
- School Department Building Maintenance
- Public Infrastructure Improvements
- Unemployment Compensation
- Traffic and Parking Improvements
- General Administration, Equipment and Projects

3. Funding

The funding of accounts will be reviewed by the Town Council yearly, after completion of the annual audit. Several accounts shall have a defined funding source.

- *Rescue Reserve Department Equipment* - funded by \$35,000 of the Rescue Department Revenues on an annual basis.
- *Cable T.V. Department Equipment Replacement* - funded by \$10,000 of the revenues from the Franchise Agreement on an annual basis.
- *Unemployment Compensation* - funded by the earned interest on the account principal.
- *Traffic and Parking Improvements* - funded by administrative fees and parking leases less \$37,500 for fund balance and expenses.

Funding sources for the other reserve accounts shall include but not be limited to the following.

- Fund Balance in excess of Fund Balance Policy (one-twelfth of the total operating budgets).
- Sale of Equipment and property both real and personal.
- Rebates.
- Lease Proceeds.
- Balances left in capital accounts.
- Unanticipated Revenues.
- Amounts established for Reserves in the annual operating budgets.
- Interest earned on Capital Projects (Bond Issues).

Available funds shall be distributed among accounts on a prorated basis. Should the funds available exceed the total needed to adequately fund all accounts in any year, the excess shall revert to the General Fund Balance.

4. The proceeds in reserve accounts will be invested in accordance with the Town's Investment Policy.

TOWN OF FREEPORT TAX RATE POLICY

Purpose

The Municipality of Freeport is committed to a Tax Rate Policy to ensure the financial well being of the Town. This policy is intended to create a stable financial climate, provide adequate funding for essential Town services, smooth the impact of annual variation in new taxable valuation, and prevent major annual increases in property taxes.

Establishment and Implementation

- Each year the municipal Tax Rate may be adjusted by an amount not to exceed the Consumer Price Index, Urban Consumer, Northeast Region, as measured by the United States Bureau of Labor Statistics for the previous calendar year as reported by the U.S. Department of Labor.
- Revenues generated by new valuation may be used to fund operating budgets, capital reserves or used for tax rate stabilization.
- Once operating budgets, fund balance and reserves are funded in accordance with Town policies, excess funds may be used to lower the current year tax rate, or may be placed in a Tax Rate Stabilization Account to lower future year tax rates.
- During periods of low, new valuation or extraordinary unpredicted increases in costs, up to fifty (50) percent of the Tax Rate Stabilization Account may be used annual to offset the Municipal Tax Rate.
- The need for tax rate stabilization is defined as: a predicted five percent increase in the combination of the Town, RSU, and County budgets, or a predicted five percent increase in the Town's total mil rate.
- Increases in County tax and Voter Approved Debt Service will be in addition to the CPI adjustment.
- Replacement of future loss in State aid for education operating expenses will be in addition to the CPI adjustment.

This policy can be amended by a majority vote of the Town Council.

Effective date of this policy is July 1, 1998.

Date of adoption – May 5, 1998

Amended – February 3, 2004

Date of adoption – February 3, 2004

Date of Amendment-June 21st, 2011

Date of Adoption-June 21st, 2011

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 1
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PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0100	Town Council								
0100	1001	Prof Salar	5,900.00	5,900.00	5,900.00	5,900.00	5,900.00	.0%	
0100	1200	Other Wag	2,862.92	3,000.00	3,000.00	1,525.00	3,000.00	.0%	
0100	2800	Assoc Dues	10,126.00	10,250.00	10,250.00	10,937.88	10,327.00	2.4%	
0100	3300	Emp Train	857.50	1,000.00	1,000.00	640.00	800.00	.0%	
0100	3450	Legal Serv	86,716.30	50,000.00	50,000.00	56,618.92	62,000.00	40.0%	
0100	3460	Audit Fees	22,000.00	22,000.00	22,000.00	18,500.00	18,500.00	-2.3%	
0100	5400	Advertisin	6,249.67	5,000.00	5,000.00	3,974.21	6,000.00	20.0%	
0100	6000	Supplies	1,883.63	2,000.00	2,000.00	2,820.11	3,000.00	.0%	
0100	7800	Spec Projs	.00	6,000.00	6,000.00	6,000.00	6,000.00	-100.0%	
0100	8104	GPCOG	8,755.63	7,800.00	7,800.00	7,879.00	7,879.00	12.8%	
0100	8113	PACTS	1,435.00	1,435.00	1,435.00	1,865.00	1,435.00	.0%	
TOTAL Town Council			146,786.65	114,385.00	114,385.00	116,660.12	125,271.00	130,135.00	13.8%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 2
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0101	Town Manager							
0101	1001	Prof Salar	121,659.09	123,272.00	123,272.00	167,538.52	123,272.00	102,000.00 -17.3%
0101	2800	Assoc Dues	1,139.60	1,000.00	1,000.00	1,056.00	1,000.00	1,000.00 .0%
0101	3300	Emp Train	2,772.96	3,000.00	3,000.00	1,118.51	2,000.00	2,000.00 -33.3%
0101	3302	Empl Trav	3,738.47	4,000.00	4,000.00	2,847.07	3,500.00	2,000.00 -50.0%
0101	5813	Busin Exp	411.68	500.00	500.00	323.95	500.00	500.00 .0%
0101	6000	Supplies	772.34	1,000.00	1,000.00	357.00	750.00	1,000.00 .0%
TOTAL Town Manager			130,494.14	132,772.00	132,772.00	173,241.05	131,022.00	108,500.00 -18.3%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 3
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0102	Finance								
0102	1001	Prof Salar	233,075.52	224,743.00	224,743.00	229,940.88	224,743.00	234,678.00	4.4%
0102	1201	Other Wag	65,044.87	50,000.00	50,000.00	68,198.64	65,000.00	60,000.00	20.0%
0102	2800	Assoc Dues	205.00	550.00	550.00	280.00	100.00	400.00	-27.3%
0102	3300	Emp Train	3,583.24	2,750.00	2,750.00	4,931.31	2,750.00	2,750.00	.0%
0102	3302	Empl Trav	1,073.45	3,000.00	3,000.00	64.19	2,000.00	3,000.00	.0%
0102	3400	Con Servic	7,278.75	8,000.00	8,000.00	3,223.55	6,000.00	250.00	-96.9%
0102	3470	Registry	6,635.50	5,500.00	5,500.00	4,017.50	5,500.00	5,500.00	.0%
0102	3480	Comp Maint	24,405.33	25,900.00	25,900.00	30,081.21	25,900.00	26,250.00	1.4%
0102	4301	Equip Rpr	1,007.00	1,000.00	1,000.00	.00	.00	.00	-100.0%
0102	4320	Tech Repai	844.56	3,000.00	3,000.00	.00	500.00	2,000.00	-33.3%
0102	6000	Supplies	2,344.83	2,000.00	2,000.00	2,273.44	1,500.00	2,000.00	.0%
0102	6002	Printing	3,031.73	3,500.00	3,500.00	1,484.69	3,000.00	3,500.00	.0%
0102	6003	Tax Bills	408.66	1,500.00	1,500.00	.00	500.00	1,500.00	.0%
	TOTAL Finance		348,938.44	331,443.00	331,443.00	344,495.41	337,493.00	341,828.00	3.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 4
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0103	Assessing								
0103	1001	Prof Salar	114,261.74	124,340.00	124,340.00	121,340.78	124,340.00	128,605.00	3.4%
0103	2800	Assoc Dues	330.00	360.00	360.00	325.00	360.00	360.00	.0%
0103	3300	Emp Train	2,693.18	2,200.00	2,200.00	966.00	1,500.00	2,200.00	.0%
0103	3302	Empl Trav	2,499.20	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	.0%
0103	3400	Con Servic	.00	.00	.00	.00	.00	10,750.00	.0%
0103	3470	Registry	625.00	1,000.00	1,000.00	1,273.40	1,100.00	1,100.00	10.0%
0103	3480	Comp Maint	8,050.08	8,200.00	8,200.00	8,229.55	8,200.00	8,650.00	5.5%
0103	4320	Tech Repai	.00	500.00	500.00	.00	500.00	500.00	.0%
0103	5320	Telephone	240.00	250.00	250.00	240.00	250.00	240.00	-4.0%
0103	5400	Advertisin	40.00	500.00	500.00	.00	500.00	500.00	.0%
0103	6000	Supplies	864.72	1,140.00	1,140.00	1,234.69	1,140.00	1,140.00	.0%
0103	6002	Printing	375.00	300.00	300.00	357.60	400.00	400.00	33.3%
0103	6008	Mapping	3,200.00	4,200.00	4,200.00	2,972.50	4,200.00	3,200.00	-23.8%
	TOTAL Assessing		133,178.92	145,490.00	145,490.00	139,439.52	144,990.00	160,145.00	10.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 5
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PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0104	Codes Enforcement							
0104	1001 Prof Salar	72,118.18	72,280.00	72,280.00	73,239.51	72,280.00	73,439.00	1.6%
0104	2800 Assoc Dues	160.00	150.00	150.00	160.00	150.00	180.00	20.0%
0104	3300 Emp Train	226.07	100.00	100.00	403.07	100.00	150.00	50.0%
0104	3302 Empl Trav	2,841.20	5,400.00	5,400.00	2,280.64	3,500.00	4,000.00	-25.9%
0104	6000 Supplies	225.45	150.00	150.00	731.88	400.00	300.00	100.0%
	TOTAL Codes Enforcement	75,570.90	78,080.00	78,080.00	76,815.10	76,430.00	78,069.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 6
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PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund	2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE		
0105	Town Clerk And Elections								
0105	1001	Prof Salar	81,250.29	82,680.00	82,680.00	81,118.16	82,680.00	86,487.00	4.6%
0105	1005	Ballot Clk	3,835.30	5,500.00	5,500.00	4,737.47	4,500.00	5,000.00	-9.1%
0105	1200	Other Wag	.00	.00	.00	51.75	.00	.00	.0%
0105	2800	Assoc Dues	85.00	300.00	300.00	300.00	300.00	300.00	.0%
0105	3300	Emp Train	1,168.43	1,500.00	1,500.00	1,431.18	1,500.00	1,500.00	.0%
0105	3302	Empl Trav	194.59	350.00	350.00	294.10	350.00	350.00	.0%
0105	3426	Elect Serv	4,642.79	5,000.00	5,000.00	4,148.16	4,000.00	5,700.00	14.0%
0105	4301	Equip Rpr	704.00	700.00	700.00	442.00	700.00	800.00	14.3%
0105	5400	Advertisin	1,698.53	1,400.00	1,400.00	1,567.10	1,400.00	1,400.00	.0%
0105	6000	Supplies	866.55	600.00	600.00	691.50	600.00	2,500.00	316.7%
0105	6095	Doc Preser	544.23	800.00	800.00	718.12	800.00	800.00	.0%
	TOTAL Town Clerk And Electio		94,989.71	98,830.00	98,830.00	95,499.54	96,830.00	104,837.00	6.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 7
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0106	General Administration							
0106	1001 Prof Salar	51,338.72	75,591.00	75,591.00	57,591.49	75,591.00	79,578.00	5.3%
0106	3302 Empl Trav	1,199.61	1,500.00	1,500.00	1,774.06	1,800.00	1,500.00	.0%
0106	3425 Purch/Bid	.00	500.00	500.00	263.80	500.00	500.00	.0%
0106	3427 Twn Report	5,756.84	6,500.00	6,500.00	5,163.85	6,500.00	5,500.00	-15.4%
0106	4301 Equip Rpr	767.25	3,000.00	3,000.00	945.29	2,000.00	3,000.00	.0%
0106	4350 Web Maint	5,520.38	22,940.00	22,940.00	6,732.38	7,000.00	5,000.00	-78.2%
0106	4455 Equip Rntl	2,632.66	1,200.00	1,200.00	552.92	1,200.00	1,200.00	.0%
0106	5310 Postage	15,675.83	21,000.00	21,000.00	13,109.23	16,000.00	21,000.00	.0%
0106	5320 Telephone	7,378.22	10,000.00	10,000.00	7,027.29	10,000.00	9,500.00	-5.0%
0106	6000 Supplies	5,215.40	5,300.00	5,300.00	3,743.58	5,300.00	5,300.00	.0%
0106	6002 Printing	1,704.58	2,500.00	2,500.00	522.42	1,000.00	2,500.00	.0%
0106	7300 Equip	268.80	12,500.00	12,500.00	12,006.74	12,500.00	26,400.00	111.2%
0106	8115 MSC Coalit	992.40	1,000.00	1,000.00	945.48	1,000.00	1,000.00	.0%
	TOTAL General Administration	98,450.69	163,531.00	163,531.00	110,378.53	140,391.00	161,978.00	-.9%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 8
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0107	Building Maintenance								
0107	1001	Prof Salar	54,057.69	57,937.00	57,937.00	55,066.77	57,937.00	58,585.00	1.1%
0107	1200	Other Wag	-16.47	.00	.00	.00	.00	.00	.0%
0107	1300	OT Wages	5,546.55	8,000.00	8,000.00	7,575.60	8,000.00	8,000.00	.0%
0107	2605	Clothing	89.99	500.00	500.00	303.99	500.00	500.00	.0%
0107	3490	Grounds	4,506.86	.00	.00	1,329.92	1,000.00	.00	.0%
0107	4010	Bldg Maite	33,768.26	35,000.00	35,000.00	43,185.78	40,000.00	40,000.00	14.3%
0107	4021	Rubbish	5,720.94	6,000.00	6,000.00	7,114.47	6,000.00	6,000.00	.0%
0107	4033	Fire Prev	1,481.30	1,500.00	1,500.00	1,122.00	1,500.00	1,500.00	.0%
0107	4038	Veh Maint	1,207.45	3,500.00	3,500.00	89.05	3,500.00	3,500.00	.0%
0107	4040	Grnds Main	3,500.38	5,400.00	5,400.00	1,924.59	5,400.00	5,400.00	.0%
0107	4041	Train Plat	7,667.49	50,000.00	50,000.00	72,865.56	70,000.00	.00	-100.0%
0107	6005	Clean Supp	8,022.24	8,000.00	8,000.00	8,932.85	7,000.00	8,000.00	.0%
0107	6202	Elect T	5,450.65	9,000.00	9,000.00	6,319.09	6,000.00	9,000.00	.0%
0107	6203	Elect PW	7,772.92	11,000.00	11,000.00	7,582.55	10,000.00	11,000.00	.0%
0107	6204	Elect PS	20,902.19	25,000.00	25,000.00	18,307.27	20,000.00	25,000.00	.0%
0107	6212	Water TH	1,567.80	2,500.00	2,500.00	1,434.94	1,500.00	2,500.00	.0%
0107	6213	Water PW	2,603.52	4,600.00	4,600.00	3,294.31	4,000.00	4,600.00	.0%
0107	6214	Water-PS	1,834.22	2,800.00	2,800.00	3,055.86	2,800.00	2,800.00	.0%
0107	6222	Sewer TH	999.47	1,260.00	1,260.00	742.32	1,260.00	1,285.00	2.0%
0107	6223	Sewer PW	1,563.02	1,630.00	1,630.00	2,061.21	1,630.00	1,663.00	2.0%
0107	6224	Sewer PS	1,664.46	2,100.00	2,100.00	2,404.31	2,100.00	2,142.00	2.0%
0107	6242	Heat TH	2,508.56	4,000.00	4,000.00	2,818.85	3,000.00	4,000.00	.0%
0107	6243	Heat PW	9,290.04	12,000.00	12,000.00	8,860.38	10,000.00	12,000.00	.0%
0107	6244	Heat PS	11,874.61	15,000.00	15,000.00	13,451.07	13,000.00	15,000.00	.0%
0107	6245	Heat-PS AX	2,567.79	3,850.00	3,850.00	3,156.20	2,000.00	3,850.00	.0%
0107	6260	Veh Fuel	1,004.75	1,500.00	1,500.00	.00	1,500.00	1,500.00	.0%
0107	6300	Pub Rest	12,500.00	.00	.00	.00	.00	.00	.0%
0107	6360	Comm Ctr	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	.0%
0107	7500	Flags	589.88	350.00	350.00	540.13	350.00	500.00	42.9%
	TOTAL Building Maintenance		250,246.56	312,427.00	312,427.00	313,539.07	319,977.00	268,325.00	-14.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 9
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0108	Employee Benefits							
0108	2303	Ret ICMA	111,395.40	120,000.00	120,000.00	97,864.87	110,000.00	105,000.00 -12.5%
0108	2305	Retir MSRS	107,257.13	146,900.00	146,900.00	156,283.41	146,900.00	185,000.00 25.9%
0108	2407	FICA & Med	284,744.11	300,000.00	300,000.00	317,768.50	300,000.00	300,000.00 .0%
0108	2409	Healt Ins	538,354.90	598,000.00	598,000.00	550,484.40	560,000.00	598,000.00 .0%
0108	2410	Wkrs Comp	108,538.65	130,000.00	130,000.00	130,534.05	112,000.00	130,000.00 .0%
0108	2411	Unemp Comp	.00	.00	.00	173.28	.00	.00 .0%
0108	2412	Life Ins	1,932.77	3,000.00	3,000.00	1,493.40	3,000.00	3,000.00 .0%
0108	2413	Med Reim	1,579.50	2,400.00	2,400.00	1,171.87	2,400.00	2,400.00 .0%
0108	2415	Wellness	16,286.31	20,000.00	20,000.00	15,834.18	20,000.00	20,000.00 .0%
0108	2416	Dental	26,783.85	29,000.00	29,000.00	27,714.96	29,000.00	31,000.00 6.9%
0108	2419	Med Exams	1,120.33	1,000.00	1,000.00	657.00	1,000.00	1,000.00 .0%
0108	2420	Drug Test	743.52	1,000.00	1,000.00	418.00	1,000.00	1,000.00 .0%
0108	2421	Vac Sick P	106,517.23	50,000.00	50,000.00	46,768.15	50,000.00	25,000.00 -50.0%
	TOTAL	Employee Benefits	1,305,253.70	1,401,300.00	1,401,300.00	1,347,166.07	1,335,300.00	1,401,400.00 .0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 10
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0109	Train Station							
0109	1001 Prof Salar	.00	.00	.00	.00	.00	18,900.00	.0%
0109	1200 Other Wag	.00	.00	.00	.00	.00	30,000.00	.0%
0109	3302 Empl Trav	.00	.00	.00	.00	.00	1,200.00	.0%
0109	3400 Con Servic	.00	.00	.00	.00	.00	1,500.00	.0%
0109	4040 Grnds Main	.00	.00	.00	.00	.00	33,000.00	.0%
0109	6000 Supplies	.00	.00	.00	.00	.00	5,100.00	.0%
0109	6205 Elect-Tr S	.00	.00	.00	333.65	.00	10,500.00	.0%
0109	6215 Water-Tr S	.00	.00	.00	.00	.00	550.00	.0%
0109	6225 Sewer Tr S	.00	.00	.00	.00	.00	1,200.00	.0%
0109	6241 Heat-Tr S	.00	.00	.00	.00	.00	3,500.00	.0%
	TOTAL Train Station	.00	.00	.00	333.65	.00	105,450.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 11
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0110	Insurances							
0110	5200 Insurance	84,365.00	105,000.00	105,000.00	90,788.75	91,000.00	105,000.00	.0%
	TOTAL Insurances	84,365.00	105,000.00	105,000.00	90,788.75	91,000.00	105,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 12
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0200	Police								
0200	1001	Prof Salar	677,960.72	730,378.00	730,378.00	733,152.40	730,378.00	770,381.00	5.5%
0200	1200	Other Wag	35,891.53	40,305.00	40,305.00	33,050.83	40,305.00	40,305.00	.0%
0200	1300	OT Wages	87,978.17	75,000.00	75,000.00	111,215.95	90,000.00	75,000.00	.0%
0200	2441	Recruitmt	237.48	300.00	300.00	.00	300.00	.00	-100.0%
0200	2605	Clothing	11,693.95	8,500.00	8,500.00	3,402.16	8,500.00	8,500.00	.0%
0200	2638	Unif Clean	8,530.00	9,630.00	9,630.00	10,020.00	9,630.00	9,630.00	.0%
0200	2800	Assoc Dues	555.00	610.00	610.00	455.00	610.00	610.00	.0%
0200	3300	Emp Train	4,455.06	7,000.00	7,000.00	6,961.30	7,000.00	7,000.00	.0%
0200	3302	Empl Trav	205.01	1,000.00	1,000.00	733.34	1,000.00	1,000.00	.0%
0200	3430	Animal	10,136.80	10,570.00	10,570.00	10,163.91	10,570.00	10,570.00	.0%
0200	4036	Radio Main	1,175.74	1,200.00	1,200.00	1,205.10	1,200.00	1,200.00	.0%
0200	4038	Veh Maint	18,018.33	17,000.00	17,000.00	30,519.35	27,000.00	18,000.00	5.9%
0200	4048	Radar Main	507.33	600.00	600.00	880.00	600.00	815.00	35.8%
0200	4301	Equip Rpr	1,736.94	4,540.00	4,540.00	2,888.16	4,540.00	4,540.00	.0%
0200	4320	Tech Repai	10,284.89	13,100.00	13,100.00	13,637.50	14,000.00	13,600.00	3.8%
0200	6000	Supplies	3,173.22	3,400.00	3,400.00	3,241.83	2,500.00	3,400.00	.0%
0200	6002	Printing	2,571.47	2,000.00	2,000.00	2,992.45	2,500.00	2,500.00	25.0%
0200	6007	Ammunition	5,029.96	5,000.00	5,000.00	5,214.84	3,000.00	5,000.00	.0%
0200	6033	Drug Prog	225.00	550.00	550.00	412.00	550.00	550.00	.0%
0200	6260	Veh Fuel	41,288.38	45,000.00	45,000.00	51,919.46	45,000.00	50,000.00	11.1%
0200	7302	PD Cruiser	24,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,800.00	3.2%
0200	7332	Cruis Chan	305.00	2,000.00	2,000.00	8,225.85	8,226.00	8,000.00	300.0%
	TOTAL Police		945,959.98	1,002,683.00	1,002,683.00	1,055,291.43	1,032,409.00	1,056,401.00	5.4%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 13
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0201	Special Enforcement							
0201	1001 Prof Salar	43,349.45	43,489.00	43,489.00	44,021.35	43,489.00	44,206.00	1.6%
0201	1200 Other Wag	1,250.00	.00	.00	1,250.00	.00	1,250.00	.0%
0201	1300 OT Wages	1,879.56	2,000.00	2,000.00	1,651.75	2,000.00	1,500.00	-25.0%
0201	2605 Clothing	461.86	1,000.00	1,000.00	409.45	1,000.00	1,000.00	.0%
0201	2638 Unif Clean	710.00	900.00	900.00	720.00	900.00	720.00	-20.0%
0201	3300 Emp Train	200.00	350.00	350.00	323.44	350.00	350.00	.0%
0201	3302 Empl Trav	.00	50.00	50.00	.00	50.00	50.00	.0%
0201	4038 Veh Maint	1,166.02	1,700.00	1,700.00	1,395.08	1,700.00	1,700.00	.0%
0201	4045 Boat Maint	2,820.33	2,500.00	2,500.00	2,690.56	2,500.00	4,000.00	60.0%
0201	6000 Supplies	125.59	300.00	300.00	303.00	300.00	300.00	.0%
	TOTAL Special Enforcement	51,962.81	52,289.00	52,289.00	52,764.63	52,289.00	55,076.00	5.3%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 14
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0202	Fire								
0202	1001	Prof Salar	147,867.59	165,768.00	165,768.00	146,192.46	165,768.00	168,781.00	1.8%
0202	1190	Call Pay	131,348.52	200,000.00	200,000.00	213,198.59	200,000.00	210,000.00	5.0%
0202	1300	OT Wages	5,541.67	13,000.00	13,000.00	7,182.45	13,000.00	8,000.00	-38.5%
0202	2419	Med Exams	246.50	1,000.00	1,000.00	175.00	500.00	1,000.00	.0%
0202	2485	Vac & Immu	.00	1,000.00	1,000.00	533.09	1,000.00	1,000.00	.0%
0202	2605	Clothing	2,957.14	3,500.00	3,500.00	3,860.05	3,500.00	3,500.00	.0%
0202	2800	Assoc Dues	1,103.23	1,500.00	1,500.00	1,371.20	1,500.00	1,500.00	.0%
0202	3300	Emp Train	8,375.69	11,000.00	11,000.00	14,137.55	14,000.00	11,000.00	.0%
0202	4036	Radio Main	3,767.55	4,000.00	4,000.00	3,130.78	2,000.00	4,000.00	.0%
0202	4038	Veh Maint	27,764.55	23,000.00	23,000.00	26,940.96	20,000.00	23,000.00	.0%
0202	4049	Alarm Main	946.98	2,500.00	2,500.00	12.38	2,500.00	2,500.00	.0%
0202	4301	Equip Rpr	5,288.04	4,555.00	4,555.00	4,167.44	3,500.00	4,555.00	.0%
0202	4320	Tech Repai	1,471.49	1,500.00	1,500.00	811.20	1,000.00	1,500.00	.0%
0202	5320	Telephone	5,518.52	3,800.00	3,800.00	4,835.20	3,800.00	3,800.00	.0%
0202	5420	Pub Educ	2,423.75	3,200.00	3,200.00	2,702.26	3,200.00	3,200.00	.0%
0202	6000	Supplies	2,906.74	3,600.00	3,600.00	8,165.75	6,500.00	3,600.00	.0%
0202	6005	Clean Supp	205.03	800.00	800.00	516.93	800.00	800.00	.0%
0202	6010	Fire Supl	2,225.96	2,500.00	2,500.00	6,430.93	2,500.00	2,500.00	.0%
0202	6045	Protec Eq	2,142.65	3,500.00	3,500.00	1,357.03	3,500.00	3,500.00	.0%
0202	6260	Veh Fuel	9,651.98	10,678.00	10,678.00	14,220.34	10,000.00	12,000.00	12.4%
0202	6712	Tools	442.88	500.00	500.00	1,083.80	1,000.00	500.00	.0%
0202	7300	Equip	2,963.35	5,500.00	5,500.00	5,068.00	5,500.00	5,500.00	.0%
TOTAL Fire		365,159.81	466,401.00	466,401.00	466,093.39	465,068.00	475,736.00	2.0%	

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 15
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0203	Rescue								
0203	1001	Prof Salar	172,056.53	161,911.00	161,911.00	187,773.97	161,911.00	165,163.00	2.0%
0203	1190	Call Pay	72,527.55	72,000.00	72,000.00	49,809.66	72,000.00	72,000.00	.0%
0203	1300	OT Wages	22,381.31	20,000.00	20,000.00	21,783.14	20,000.00	20,000.00	.0%
0203	2419	Med Exams	314.50	800.00	800.00	85.00	800.00	800.00	.0%
0203	2485	Vac & Immu	.00	450.00	450.00	941.10	450.00	450.00	.0%
0203	2800	Assoc Dues	1,650.00	2,500.00	2,500.00	3,339.00	2,500.00	2,500.00	.0%
0203	3300	Emp Train	7,107.70	11,500.00	11,500.00	15,088.08	11,500.00	11,500.00	.0%
0203	3401	Intcpt Ser	318.23	1,500.00	1,500.00	.00	1,500.00	1,500.00	.0%
0203	4036	Radio Main	590.00	2,325.00	2,325.00	1,198.60	2,325.00	2,325.00	.0%
0203	4038	Veh Maint	10,486.22	7,000.00	7,000.00	8,237.97	6,000.00	7,000.00	.0%
0203	4301	Equip Rpr	4,308.58	4,855.00	4,855.00	4,129.00	4,855.00	4,855.00	.0%
0203	4320	Tech Repai	4,776.87	4,950.00	4,950.00	4,657.23	4,000.00	4,950.00	.0%
0203	5320	Telephone	3,771.13	3,000.00	3,000.00	3,430.64	3,000.00	3,000.00	.0%
0203	6000	Supplies	1,958.95	1,450.00	1,450.00	2,707.75	1,450.00	1,450.00	.0%
0203	6002	Printing	500.00	500.00	500.00	81.14	500.00	500.00	.0%
0203	6005	Clean Supp	183.54	300.00	300.00	228.61	300.00	300.00	.0%
0203	6009	Med Suppl	19,881.22	21,000.00	21,000.00	22,660.96	21,000.00	21,000.00	.0%
0203	6045	Protec Eq	.00	1,000.00	1,000.00	70.95	500.00	1,000.00	.0%
0203	6260	Veh Fuel	10,574.12	12,950.00	12,950.00	11,804.15	12,000.00	12,950.00	.0%
0203	6712	Tools	.00	250.00	250.00	209.68	250.00	250.00	.0%
TOTAL Rescue			333,386.45	330,241.00	330,241.00	338,236.63	326,841.00	333,493.00	1.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 16
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0204	Public Safety Reception							
0204	1001 Prof Salar	16,685.60	15,106.00	15,106.00	17,625.25	16,239.00	16,830.00	11.4%
0204	1200 Other Wag	.00	10,000.00	10,000.00	9,424.84	10,000.00	10,000.00	.0%
0204	1300 OT Wages	.00	500.00	500.00	.00	500.00	500.00	.0%
0204	4301 Equip Rpr	7,204.11	8,180.00	8,180.00	4,985.52	5,000.00	8,180.00	.0%
0204	5320 Telephone	11,789.14	14,500.00	14,500.00	10,689.25	14,500.00	14,000.00	-3.4%
0204	6000 Supplies	.00	250.00	250.00	12.72	250.00	250.00	.0%
0204	7800 Spec Projs	123,600.00	127,308.00	127,308.00	127,308.00	127,308.00	131,127.00	3.0%
	TOTAL Public Safety Receptio	159,278.85	175,844.00	175,844.00	170,045.58	173,797.00	180,887.00	2.9%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 17
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0206	Public Utilities								
0206	6208	Elect-St L	39,668.96	47,000.00	47,000.00	40,264.14	47,000.00	45,000.00	-4.3%
0206	6218	Hydrants	149,858.35	175,000.00	175,000.00	156,681.06	175,000.00	170,000.00	-2.9%
	TOTAL Public Utilities		189,527.31	222,000.00	222,000.00	196,945.20	222,000.00	215,000.00	-3.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 18
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0300	Human Services Agencies							
0300	8600 Regional T	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8601 Home H	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.0%
0300	8602 Ageing	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8605 Independ	1,000.00	.00	.00	.00	.00	.00	.0%
0300	8606 FCS	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00	.0%
0300	8607 Family Cri	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8608 F Dental	.00	1,800.00	1,800.00	.00	1,800.00	1,800.00	.0%
0300	8611 F Child C	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	.0%
0300	8612 S A Respon	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8613 Elders	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.0%
0300	8614 Red Cross	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8615 Woodfords	500.00	400.00	400.00	.00	400.00	400.00	.0%
0300	8616 PORT TEEN	2,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	.0%
	TOTAL Human Services Agencie	37,500.00	43,200.00	43,200.00	41,000.00	43,200.00	43,200.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 19
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0301	General Assistance							
0301	1001 Prof Salar	61,707.91	68,815.00	68,815.00	66,994.80	68,815.00	69,917.00	1.6%
0301	2800 Assoc Dues	30.00	40.00	40.00	30.00	40.00	40.00	.0%
0301	3300 Emp Train	128.30	200.00	200.00	136.55	200.00	200.00	.0%
0301	3302 Empl Trav	525.69	400.00	400.00	301.36	400.00	400.00	.0%
0301	6000 Supplies	36.02	200.00	200.00	88.22	200.00	200.00	.0%
0301	6350 Assis-Free	15,128.88	59,700.00	59,700.00	15,210.87	10,000.00	30,000.00	-49.7%
0301	6351 Assist Ya	542.48	.00	.00	418.72	.00	.00	.0%
TOTAL General Assistance		78,099.28	129,355.00	129,355.00	83,180.52	79,655.00	100,757.00	-22.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 20
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0400	Public Works General							
0400	1001 Prof Salar	448,056.96	492,695.00	492,695.00	499,440.76	492,695.00	506,670.00	2.8%
0400	1300 OT Wages	61,200.88	68,000.00	68,000.00	72,988.85	75,000.00	68,000.00	.0%
0400	2605 Clothing	7,892.86	7,500.00	7,500.00	7,366.16	7,500.00	7,500.00	.0%
0400	3300 Emp Train	2,487.85	4,000.00	4,000.00	3,564.23	4,000.00	3,700.00	-7.5%
0400	3435 Engineering	6,613.86	5,700.00	5,700.00	1,173.90	3,000.00	5,700.00	.0%
0400	4036 Radio Main	1,852.70	1,000.00	1,000.00	942.37	800.00	1,000.00	.0%
0400	4038 Veh Maint	40,221.61	49,140.00	49,140.00	50,377.78	48,000.00	49,140.00	.0%
0400	4455 Equip Rntl	4,088.99	4,000.00	4,000.00	5,453.12	4,000.00	4,000.00	.0%
0400	5320 Telephone	1,313.27	1,860.00	1,860.00	1,949.61	1,800.00	1,860.00	.0%
0400	6000 Supplies	2,180.79	1,500.00	1,500.00	1,848.09	1,500.00	1,500.00	.0%
0400	6260 Veh Fuel	75,932.26	71,070.00	71,070.00	79,903.44	71,070.00	80,000.00	12.6%
0400	6708 Tires	9,438.17	10,000.00	10,000.00	8,021.87	9,500.00	10,000.00	.0%
0400	6712 Tools	898.11	1,000.00	1,000.00	209.59	800.00	1,000.00	.0%
0400	6713 Sm Equip	4,358.26	5,000.00	5,000.00	5,070.51	4,800.00	5,000.00	.0%
0400	6714 Signs	2,431.49	5,000.00	5,000.00	7,344.68	6,000.00	6,000.00	20.0%
0400	6717 Str Mark	4,554.44	8,380.00	8,380.00	4,384.54	8,380.00	8,200.00	-2.1%
	TOTAL Public Works General	673,522.50	735,845.00	735,845.00	750,039.50	738,845.00	759,270.00	3.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 21
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund	2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE		
0401	Public Works Summer Roads								
0401	3485	Cemetery	10,712.22	16,000.00	16,000.00	9,772.00	15,500.00	16,000.00	.0%
0401	3495	Brush Cntl	4,950.00	6,000.00	6,000.00	6,247.90	5,718.00	6,000.00	.0%
0401	6713	Sm Equip	663.59	2,500.00	2,500.00	1,219.60	2,200.00	2,500.00	.0%
0401	6740	Rd Stripng	16,758.45	28,000.00	28,000.00	26,374.96	28,000.00	28,000.00	.0%
0401	6750	Pav Matrls	45,226.84	34,900.00	34,900.00	14,214.24	34,900.00	34,900.00	.0%
0401	6755	Culverts	6,822.45	5,000.00	5,000.00	4,810.28	5,000.00	5,000.00	.0%
0401	6760	Gravel	29,239.91	30,000.00	30,000.00	28,220.06	29,000.00	30,000.00	.0%
0401	6780	Guard Rail	3,690.00	5,000.00	5,000.00	4,988.75	5,000.00	5,000.00	.0%
0401	6785	Traf light	9,598.67	5,500.00	5,500.00	5,579.47	16,000.00	6,500.00	18.2%
0401	7200	Hot Top Rd	424,833.54	425,000.00	425,000.00	372,940.32	425,000.00	525,000.00	23.5%
0401	7210	Drainage P	10,981.30	10,000.00	10,000.00	9,473.67	9,474.00	10,000.00	.0%
0401	7220	Ledge	150.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	.0%
0401	7230	Catch Basi	12,603.96	14,000.00	14,000.00	9,369.20	13,500.00	14,000.00	.0%
0401	7240	Sidewalks	5,343.65	4,000.00	4,000.00	3,629.90	4,000.00	4,000.00	.0%
0401	7250	Hot Top St	21,376.07	30,100.00	30,100.00	17,309.46	30,000.00	30,100.00	.0%
	TOTAL	Public Works Summer Ro	602,950.65	617,500.00	617,500.00	514,149.81	624,792.00	718,500.00	16.4%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 22
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0402	Public Works Winter Roads							
0402	6760 Gravel	9,814.90	5,000.00	5,000.00	5,423.00	5,423.00	5,000.00	.0%
0402	6765 Salt	94,714.88	120,000.00	120,000.00	106,993.25	110,000.00	120,000.00	.0%
0402	6770 Surface Tr	16,842.44	18,000.00	18,000.00	13,323.20	14,500.00	18,000.00	.0%
0402	6775 Chains Bla	10,100.17	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	.0%
TOTAL Public Works Winter Ro		131,472.39	153,000.00	153,000.00	135,739.45	139,923.00	153,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 23
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0403	Public Works Tree & Park							
0403	4070 Tree Prun	1,463.50	12,000.00	12,000.00	2,289.98	12,000.00	12,000.00	.0%
0403	6370 Bow St Pk	475.43	1,500.00	1,500.00	1,118.71	1,000.00	1,500.00	.0%
0403	6910 Trees	1,053.98	2,000.00	2,000.00	2,240.40	1,600.00	2,000.00	.0%
TOTAL Public Works Tree & Pa		2,992.91	15,500.00	15,500.00	5,649.09	14,600.00	15,500.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 24
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0404	Solid Waste/Recycling							
0404	1001 Prof Salar	97,209.79	96,265.00	96,265.00	89,048.76	96,265.00	94,940.00	-1.4%
0404	1200 Other Wag	7,301.95	6,000.00	6,000.00	7,030.13	6,000.00	6,000.00	.0%
0404	1300 OT Wages	831.24	4,000.00	4,000.00	2,700.83	4,000.00	3,000.00	-25.0%
0404	3300 Emp Train	.00	.00	.00	.00	.00	1,500.00	.0%
0404	3302 Empl Trav	470.63	500.00	500.00	1,809.49	1,500.00	1,500.00	200.0%
0404	3465 Water Test	12,693.89	10,000.00	10,000.00	5,938.00	11,000.00	11,000.00	10.0%
0404	3475 Leachate	7,594.40	10,000.00	10,000.00	9,875.00	7,600.00	9,000.00	-10.0%
0404	3480 Comp Maint	1,352.00	1,500.00	1,500.00	1,352.00	1,352.00	1,500.00	.0%
0404	3500 Tipping Fe	134,582.07	160,000.00	160,000.00	128,481.76	155,000.00	160,000.00	.0%
0404	3505 Hauling	61,779.45	55,000.00	55,000.00	56,786.21	62,500.00	65,000.00	18.2%
0404	3530 Demo Tip	31,526.07	30,000.00	30,000.00	67,200.80	37,000.00	35,000.00	16.7%
0404	3535 Clean Week	5,978.17	10,000.00	10,000.00	6,426.04	10,000.00	10,000.00	.0%
0404	4038 Veh Maint	6,665.05	7,000.00	7,000.00	3,162.03	5,000.00	7,000.00	.0%
0404	4040 Grnds Main	2,600.00	2,000.00	2,000.00	1,700.00	1,800.00	2,000.00	.0%
0404	4050 Litter Con	5,238.02	7,000.00	7,000.00	.00	4,500.00	5,000.00	-28.6%
0404	5320 Telephone	1,169.54	1,300.00	1,300.00	1,063.90	1,100.00	1,100.00	-15.4%
0404	5420 Pub Educ	2,966.31	5,000.00	5,000.00	47.84	5,000.00	3,000.00	-40.0%
0404	6000 Supplies	9,602.99	10,750.00	10,750.00	7,935.98	10,000.00	8,750.00	-18.6%
0404	6200 Elect	2,266.02	4,300.00	4,300.00	2,176.53	3,000.00	4,300.00	.0%
0404	6240 Heat Fuel	2,045.81	3,000.00	3,000.00	2,206.67	2,000.00	3,000.00	.0%
0404	6260 Veh Fuel	2,991.52	3,000.00	3,000.00	2,455.56	3,000.00	3,000.00	.0%
0404	6625 Security	337.26	900.00	900.00	336.00	600.00	900.00	.0%
0404	6900 Other Supp	.00	1,000.00	1,000.00	1,031.69	1,000.00	1,000.00	.0%
TOTAL Solid Waste/Recycling		397,202.18	428,515.00	428,515.00	398,765.22	429,217.00	437,490.00	2.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 25
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0405	Town Engineer							
0405	1001 Prof Salar	82,639.12	90,541.00	90,541.00	90,540.35	90,541.00	93,839.00	3.6%
0405	3300 Emp Train	522.00	2,400.00	2,400.00	753.37	2,200.00	2,400.00	.0%
0405	3302 Empl Trav	1,201.47	1,000.00	1,000.00	863.44	1,000.00	1,000.00	.0%
0405	6000 Supplies	340.57	300.00	300.00	39.83	200.00	300.00	.0%
0405	6720 Stormwater	9,253.25	20,400.00	20,400.00	23,220.52	28,208.00	20,400.00	.0%
	TOTAL Town Engineer	93,956.41	114,641.00	114,641.00	115,417.51	122,149.00	117,939.00	2.9%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 26
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0406	HRF Fields Maintenance							
0406	3490 Grounds	.00	.00	.00	.00	.00	82,257.00	.0%
0406	4010 Bldg Maite	.00	.00	.00	.00	.00	10,000.00	.0%
0406	6200 Elect	.00	.00	.00	215.35	.00	1,000.00	.0%
0406	6210 Water	.00	.00	.00	62.47	.00	10,000.00	.0%
0406	6741 Striping	.00	.00	.00	.00	.00	5,000.00	.0%
0406	9200 Contingncy	.00	.00	.00	.00	.00	10,000.00	.0%
TOTAL HRF Fields Maintenance		.00	.00	.00	277.82	.00	118,257.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 27
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0500	Freeport Community Library							
0500	1001 Prof Salar	241,344.67	279,691.00	279,691.00	259,409.60	279,691.00	316,286.00	13.1%
0500	2800 Assoc Dues	.00	620.00	620.00	.00	620.00	620.00	.0%
0500	3300 Emp Train	1,208.06	1,500.00	1,500.00	730.28	1,000.00	1,500.00	.0%
0500	3302 Empl Trav	2,357.54	1,500.00	1,500.00	606.38	1,000.00	1,500.00	.0%
0500	4320 Tech Repai	1,570.28	3,000.00	3,000.00	1,034.70	2,000.00	3,000.00	.0%
0500	5320 Telephone	2,532.00	2,300.00	2,300.00	2,599.73	2,300.00	2,300.00	.0%
0500	6000 Supplies	3,873.64	4,500.00	4,500.00	9,508.68	7,200.00	4,500.00	.0%
0500	6005 Clean Supp	1,250.00	1,250.00	1,250.00	.00	1,250.00	1,250.00	.0%
0500	6200 Elect	14,315.71	15,000.00	15,000.00	13,210.11	15,000.00	15,000.00	.0%
0500	6210 Water	2,076.03	2,200.00	2,200.00	2,234.08	2,200.00	2,200.00	.0%
0500	6220 Sewer	340.20	500.00	500.00	482.17	500.00	520.00	4.0%
0500	6240 Heat Fuel	15,184.55	11,000.00	11,000.00	10,568.79	10,000.00	11,000.00	.0%
0500	6400 Books	37,623.18	42,750.00	42,750.00	37,156.90	42,750.00	37,750.00	-11.7%
0500	6450 Nonprint	11,672.03	10,500.00	10,500.00	9,183.60	10,500.00	15,500.00	47.6%
	TOTAL Freeport Community Lib	335,347.89	376,311.00	376,311.00	346,725.02	376,011.00	412,926.00	9.7%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 28
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0600	Bustins Island							
0600	8250 Bustins Is	170,598.53	172,000.00	172,000.00	167,748.80	167,749.00	172,000.00	.0%
	TOTAL Bustins Island	170,598.53	172,000.00	172,000.00	167,748.80	167,749.00	172,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 29
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0601	Promotions								
0601	8200	Memorial	275.00	2,750.00	2,750.00	285.00	2,750.00	500.00	-81.8%
0601	8204	July 4th	888.47	2,000.00	2,000.00	.00	2,000.00	1,000.00	-50.0%
0601	8206	Recognitio	1,036.59	1,200.00	1,200.00	2,413.12	2,500.00	1,500.00	25.0%
0601	8210	Mis/Oth	1,933.17	1,500.00	1,500.00	4,557.82	4,600.00	2,000.00	33.3%
0601	8215	Chamber	.00	350.00	350.00	325.00	350.00	350.00	.0%
	TOTAL Promotions		4,133.23	7,800.00	7,800.00	7,580.94	12,200.00	5,350.00	-31.4%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 30
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0602	Planning								
0602	1001	Prof Salar	120,089.33	125,143.00	125,143.00	119,899.32	125,143.00	128,063.00	2.3%
0602	1200	Other Wag	2,160.00	500.00	500.00	2,000.00	2,000.00	2,200.00	340.0%
0602	2800	Assoc Dues	453.00	500.00	500.00	470.00	500.00	500.00	.0%
0602	3000	Purc Prof	1,205.75	4,000.00	4,000.00	1,451.30	4,000.00	4,000.00	.0%
0602	3300	Emp Train	1,740.06	1,300.00	1,300.00	1,881.90	1,800.00	1,800.00	38.5%
0602	3302	Empl Trav	.00	1,300.00	1,300.00	1,184.15	1,300.00	1,300.00	.0%
0602	4301	Equip Rpr	582.38	75.00	75.00	177.00	75.00	75.00	.0%
0602	4360	Bd Studies	.00	1,200.00	1,200.00	.00	800.00	1,200.00	.0%
0602	6000	Supplies	956.56	700.00	700.00	553.20	700.00	700.00	.0%
TOTAL Planning			127,187.08	134,718.00	134,718.00	127,616.87	136,318.00	139,838.00	3.8%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 31
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0604	Board Of Appeals							
0604	1200 Other Wag	750.00	850.00	850.00	1,800.00	850.00	850.00	.0%
	TOTAL Board Of Appeals	750.00	850.00	850.00	1,800.00	850.00	850.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 32
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0605	Coastal Waters Commision							
0605	1001 Prof Salar	39,233.81	39,450.00	39,450.00	41,031.06	39,450.00	40,100.00	1.6%
0605	1200 Other Wag	5,947.97	7,000.00	7,000.00	5,348.96	7,000.00	7,000.00	.0%
0605	2605 Clothing	.00	500.00	500.00	398.39	500.00	500.00	.0%
0605	3300 Emp Train	650.00	600.00	600.00	1,070.82	600.00	650.00	8.3%
0605	3302 Empl Trav	332.66	600.00	600.00	.00	600.00	600.00	.0%
0605	4010 Bldg Maint	.00	700.00	700.00	.00	700.00	700.00	.0%
0605	4045 Boat Maint	302.10	2,000.00	2,000.00	2,205.91	2,000.00	2,000.00	.0%
0605	4060 Floats	5,918.00	4,500.00	4,500.00	3,700.29	1,000.00	4,500.00	.0%
0605	4065 Channel	743.00	1,200.00	1,200.00	.00	1,200.00	650.00	-45.8%
0605	5320 Telephone	1,036.27	1,400.00	1,400.00	981.14	1,400.00	1,400.00	.0%
0605	6000 Supplies	309.40	500.00	500.00	899.14	500.00	500.00	.0%
0605	6045 Protec Eq	164.09	2,000.00	2,000.00	.00	1,000.00	2,000.00	.0%
0605	6200 Elect	525.42	750.00	750.00	548.84	750.00	750.00	.0%
0605	6210 Water	130.04	240.00	240.00	271.00	240.00	240.00	.0%
0605	6260 Veh Fuel	1,764.12	1,800.00	1,800.00	1,847.66	1,800.00	1,800.00	.0%
0605	7650 Wharf	.00	900.00	900.00	.00	500.00	1,100.00	22.2%
	TOTAL Coastal Waters Commisi	57,056.88	64,140.00	64,140.00	58,303.21	59,240.00	64,490.00	.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 33
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0606	Conservation Commission							
0606	2800 Assoc Dues	.00	175.00	175.00	.00	175.00	175.00	.0%
0606	3400 Con Servic	35.00	1,500.00	1,500.00	.00	1,000.00	1,500.00	.0%
0606	9000 Misc	.00	.00	.00	1,035.09	.00	.00	.0%
TOTAL Conservation Commissio		35.00	1,675.00	1,675.00	1,035.09	1,175.00	1,675.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 34
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0607	Shellfish Commission							
0607	4301 Equip Rpr	.00	800.00	800.00	.00	800.00	.00	-100.0%
0607	5400 Advertisin	306.00	300.00	300.00	.00	300.00	.00	-100.0%
0607	6000 Supplies	2,651.43	1,000.00	1,000.00	2,190.35	1,500.00	2,100.00	110.0%
0607	7670 Survy Flat	694.71	2,000.00	2,000.00	2,500.00	2,500.00	2,000.00	.0%
	TOTAL Shellfish Commission	3,652.14	4,100.00	4,100.00	4,690.35	5,100.00	4,100.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 35
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0608	Misc. & Contingency							
0608	7680 Pest Contl	2,500.00	2,500.00	2,500.00	.00	2,500.00	2,500.00	.0%
0608	8260 Snowmob Cl	.00	1,000.00	1,000.00	.00	1,000.00	1,050.00	5.0%
0608	9100 Transfer	1,476,433.52	.00	.00	.00	.00	.00	.0%
0608	9200 Contingncy	15,550.27	30,000.00	30,000.00	21,760.71	30,000.00	30,000.00	.0%
	TOTAL Misc. & Contingency	1,494,483.79	33,500.00	33,500.00	21,760.71	33,500.00	33,550.00	.1%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 36
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE	
0609	Cable TV								
0609	1001	Prof Salar	44,427.50	46,480.00	46,480.00	52,317.57	46,480.00	48,173.00	3.6%
0609	1200	Other Wag	12,484.76	12,000.00	12,000.00	8,263.80	12,000.00	12,000.00	.0%
0609	3300	Emp Train	42.35	650.00	650.00	216.36	650.00	650.00	.0%
0609	3302	Empl Trav	1,249.73	750.00	750.00	700.00	750.00	750.00	.0%
0609	4038	Veh Maint	.00	500.00	500.00	124.87	500.00	1,000.00	100.0%
0609	4301	Equip Rpr	1,380.97	1,300.00	1,300.00	270.00	1,300.00	1,500.00	15.4%
0609	5320	Telephone	.00	300.00	300.00	240.00	300.00	240.00	-20.0%
0609	6000	Supplies	3,365.06	3,200.00	3,200.00	1,184.12	3,200.00	3,000.00	-6.3%
0609	6260	Veh Fuel	35.54	300.00	300.00	127.88	300.00	250.00	-16.7%
0609	7300	Equip	8,311.89	2,500.00	2,500.00	4,734.60	2,500.00	4,500.00	80.0%
0609	7800	Spec Projs	.00	4,800.00	4,800.00	4,788.00	4,800.00	4,800.00	.0%
TOTAL Cable TV			71,297.80	72,780.00	72,780.00	72,967.20	72,780.00	76,863.00	5.6%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 37
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0612	Traffic And Parking							
0612	1001 Prof Salar	1,000.38	1,000.00	1,000.00	980.73	1,000.00	1,000.00	.0%
0612	3400 Con Servic	5,050.12	1,200.00	1,200.00	.00	1,200.00	1,200.00	.0%
	TOTAL Traffic And Parking	6,050.50	2,200.00	2,200.00	980.73	2,200.00	2,200.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 38
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0614	Economic Development							
0614	1001 Prof Salar	167.12	.00	.00	.00	.00	.00	.0%
0614	1200 Other Wag	-183.65	.00	.00	.00	.00	.00	.0%
	TOTAL Economic Development	-16.53	.00	.00	.00	.00	.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 39
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0800	Debt Service							
0800	8310	Principal	367,064.17	321,936.00	321,936.00	321,936.00	149,545.00	-53.5%
0800	8320	Interest	68,600.39	50,403.00	50,403.00	50,403.00	40,883.00	-18.9%
0800	8350	Reg Waste	157,494.00	120,868.00	120,868.00	120,868.00	102,792.00	-15.0%
TOTAL Debt Service			593,158.56	493,207.00	493,207.00	483,135.38	293,220.00	-40.5%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 40
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0900	County Tax								
0900	8300	County Tax	846,018.00	831,619.00	831,619.00	831,619.00	831,619.00	858,284.00	3.2%
	TOTAL County Tax		846,018.00	831,619.00	831,619.00	831,619.00	831,619.00	858,284.00	3.2%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 41
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0950	Abatements							
0950	9050 Abatements	13,909.34	25,000.00	25,000.00	33,135.75	30,000.00	25,000.00	.0%
	TOTAL Abatements	13,909.34	25,000.00	25,000.00	33,135.75	30,000.00	25,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 42
bgnyrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
REV	Revenues Town General Fund							
REV	1200 Prop Tax	-5,766,229.37	-5,619,140.00	-5,619,140.00	-5,950,094.38	-5,950,193.00	-5,709,992.00	1.6%
REV	2502 Excise Tax	-1,308,502.67	-1,200,000.00	-1,200,000.00	-1,355,103.44	-1,250,000.00	-1,200,000.00	.0%
REV	2503 Vehc Regis	-20,987.00	-20,000.00	-20,000.00	-10,772.77	-20,000.00	-20,000.00	.0%
REV	2504 Boat Excis	-22,294.60	-20,000.00	-20,000.00	-21,059.70	-20,000.00	-20,000.00	.0%
REV	2505 Boat Reg T	-1,269.00	-1,500.00	-1,500.00	-1,280.00	-1,300.00	-1,300.00	-13.3%
REV	2507 Penl & Int	-76,549.30	-65,000.00	-65,000.00	-73,633.24	-65,000.00	-65,000.00	.0%
REV	3110 State Rev	-526,900.02	-540,000.00	-540,000.00	-503,646.83	-518,000.00	-500,000.00	-7.4%
REV	3111 Homestead	-141,174.00	-142,000.00	-142,000.00	-105,792.00	-142,000.00	-142,000.00	.0%
REV	3112 BETE	-313,297.00	-265,000.00	-265,000.00	-340,348.00	-340,000.00	-280,000.00	5.7%
REV	3115 Veterans	-5,115.00	-4,000.00	-4,000.00	-4,950.00	-4,950.00	-4,000.00	.0%
REV	3116 Tree Growt	-71,415.64	-35,000.00	-35,000.00	-72,743.06	-72,743.00	-70,000.00	100.0%
REV	3117 GA Freept	-4,314.46	-29,850.00	-29,850.00	-1,724.22	-5,000.00	-15,000.00	-49.7%
REV	3118 GA Yarm	-11,000.00	-10,000.00	-10,000.00	-11,000.00	-10,000.00	-10,000.00	.0%
REV	3120 State Park	-4,022.78	-2,500.00	-2,500.00	-4,013.86	-2,500.00	-2,500.00	.0%
REV	3150 St Snowmob	-1,780.78	-1,500.00	-1,500.00	-1,233.32	-1,500.00	-1,500.00	.0%
REV	3160 Road Assis	-141,656.00	-125,000.00	-125,000.00	-138,228.00	-140,000.00	-125,000.00	.0%
REV	3163 Rescue P&D	-16,500.00	-16,500.00	-16,500.00	-16,060.00	-16,500.00	-16,500.00	.0%
REV	3164 SS Officer	-25,479.00	-25,592.00	-25,592.00	-26,116.00	-26,116.00	-28,103.00	9.8%
REV	3165 Sch Lease	-10,800.00	-10,800.00	-10,800.00	-10,800.00	-10,800.00	-12,500.00	15.7%
REV	3210 Copies PD	-1,616.90	-1,000.00	-1,000.00	-1,961.00	-1,561.00	-1,000.00	.0%
REV	3211 Copies Twn	-539.63	-750.00	-750.00	-532.50	-750.00	-750.00	.0%
REV	3212 Veh Maint	-7,474.00	-5,000.00	-5,000.00	-5,298.00	-5,000.00	-5,000.00	.0%
REV	3213 Engineerin	-12,239.00	-4,000.00	-4,000.00	-4,232.50	-4,500.00	-4,000.00	.0%
REV	3215 Cert Copy	-7,523.60	-6,500.00	-6,500.00	-6,992.20	-6,000.00	-6,000.00	-7.7%
REV	3218 Notary Fee	-1,393.00	-1,200.00	-1,200.00	-1,272.75	-1,200.00	-1,200.00	.0%
REV	3242 Ordinance	-14.00	.00	.00	.00	.00	.00	.0%
REV	3244 PB Adm Fee	-16,502.33	-8,000.00	-8,000.00	-2,788.45	-4,000.00	-4,000.00	-50.0%
REV	3245 PB General	-7,711.08	-5,000.00	-5,000.00	-5,303.19	-4,000.00	-4,000.00	-20.0%
REV	3250 Appeals Bd	-565.00	-500.00	-500.00	-350.00	-500.00	-500.00	.0%
REV	3255 CATV Fees	-43,000.00	-43,000.00	-43,000.00	-43,000.00	-43,000.00	-65,000.00	51.2%
REV	3260 Rescue Chg	-105,000.00	-105,000.00	-105,000.00	-105,000.00	-105,000.00	-150,000.00	42.9%
REV	3265 MuPkg Lot	-37,500.00	-37,500.00	-37,500.00	-37,500.00	-37,500.00	-37,500.00	.0%
REV	3266 HOSE TOW	.00	.00	.00	-1,979.15	-1,979.00	-2,000.00	.0%
REV	3267 FD Ins Fee	-4,345.00	-5,500.00	-5,500.00	-7,425.00	-5,500.00	-5,000.00	-9.1%
REV	3268 Police Evt	-1,731.09	-1,500.00	-1,500.00	.00	-1,000.00	-1,000.00	-33.3%
REV	3269 Bartol Lse	-175,000.00	-175,000.00	-175,000.00	-175,000.00	-175,000.00	-175,000.00	.0%
REV	3301 Moorings	-76,513.19	-80,000.00	-80,000.00	-69,643.54	-75,000.00	-75,000.00	-6.3%
REV	3304 Victualers	-11,985.00	-10,000.00	-10,000.00	-12,540.00	-10,000.00	-10,000.00	.0%
REV	3305 St Opening	-7,925.20	-3,000.00	-3,000.00	-9,081.90	-7,747.00	-3,000.00	.0%
REV	3306 Agent Fee	-840.00	-1,000.00	-1,000.00	-585.75	-700.00	-700.00	-30.0%
REV	3307 Dog Lic	-7,459.00	-5,000.00	-5,000.00	-7,387.00	-6,897.00	-5,000.00	.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 43
bgnrpts

PROJECTION: 14010 FY 2014 GENERAL FUND OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

General Fund	2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
REV 3308	Marriage L	-1,515.60	-1,500.00	-1,500.00	-2,176.00	-1,600.00	6.7%
REV 3309	Peddlr Lic	-1,165.00	-1,500.00	-1,500.00	-1,275.00	-1,000.00	-33.3%
REV 3312	Clerk Oth	-5,291.11	-2,500.00	-2,500.00	-4,914.89	-3,000.00	-8.0%
REV 3315	Passports	-8,526.00	-6,500.00	-6,500.00	-7,625.00	-6,500.00	.0%
REV 3316	Alarm Perm	-15,685.00	-45,000.00	-45,000.00	-30,760.00	-25,000.00	-44.4%
REV 3320	Bldg Fees	-85,884.00	-65,000.00	-65,000.00	-81,199.41	-70,000.00	-7.7%
REV 3321	Plumb Fees	-23,417.75	-15,000.00	-15,000.00	-25,689.45	-18,000.00	.0%
REV 3322	Sign Perm	-10,089.00	-7,000.00	-7,000.00	-6,846.00	-7,000.00	.0%
REV 3323	Elect Perm	-19,655.49	-10,000.00	-10,000.00	-17,038.22	-13,000.00	.0%
REV 3324	Contct Lic	-1,440.00	-1,500.00	-1,500.00	-720.00	-1,500.00	.0%
REV 3325	Temp Activ	-25.00	.00	.00	.00	.00	.0%
REV 3330	Sfish Lic	-13,335.00	-12,500.00	-12,500.00	-13,113.00	-12,500.00	.0%
REV 3340	Gun Perm	-411.00	-150.00	-150.00	-807.00	-611.00	133.3%
REV 3345	SWResident	-111,967.06	-90,000.00	-90,000.00	-120,425.04	-90,000.00	.0%
REV 3346	Hauler Per	-3,765.20	-2,640.00	-2,640.00	-4,355.00	-2,640.00	.0%
REV 3347	SW Recy Co	-31,266.02	-30,000.00	-30,000.00	-35,926.30	-33,000.00	.0%
REV 3354	Garb Cards	-207.00	-150.00	-150.00	-291.00	-100.00	-33.3%
REV 3405	Pkg Fines	-69,283.49	-79,000.00	-79,000.00	-83,792.00	-79,000.00	.0%
REV 3411	CO Fines	-2,058.50	-500.00	-500.00	-525.00	-1,000.00	100.0%
REV 3420	Lib Fines	-14,565.39	-10,000.00	-10,000.00	-16,568.99	-12,500.00	.0%
REV 3434	Animal Fee	-430.00	-400.00	-400.00	-560.00	-400.00	.0%
REV 3445	Fls Alarm	-2,905.00	-2,500.00	-2,500.00	-5,865.00	-6,000.00	.0%
REV 3506	FUSA Reimb	.00	.00	.00	-1,586.38	.00	.0%
REV 3507	TS ADVERT	.00	.00	.00	-4,300.00	-3,600.00	.0%
REV 3508	Equip Sale	.00	.00	.00	-4,555.00	-4,555.00	.0%
REV 3510	Unant Misc	-7,910.17	-25,000.00	-25,000.00	-31,122.71	-50,000.00	-80.0%
REV 3515	Hbr Other	-2.00	.00	.00	.00	.00	.0%
REV 3520	Asses Misc	-25.00	.00	.00	.00	.00	.0%
REV 3550	Int Invest	-26,215.16	-50,000.00	-50,000.00	-8,938.71	-20,000.00	-30.0%
REV 9900	Use FB	.00	-500,000.00	-500,000.00	.00	-500,000.00	.0%
REV 9995	Tranf Oth	.00	.00	.00	.00	-151,784.00	.0%
TOTAL Revenues Town General		-9,453,203.58	-9,590,172.00	-9,590,172.00	-9,657,446.85	-9,555,942.00	2.6%
TOTAL General Fund		1,001,704.87	.00	.00	-366,395.21	-70,504.00	.0%
TOTAL REVENUE		-9,453,203.58	-9,590,172.00	-9,590,172.00	-9,657,446.85	-9,555,942.00	.0%
TOTAL EXPENSE		10,454,908.45	9,590,172.00	9,590,172.00	9,291,051.64	9,836,519.00	.0%
GRAND TOTAL		1,001,704.87	.00	.00	-366,395.21	-70,504.00	.0%

** END OF REPORT - Generated by Abigail Yacoben **

*Proposed 3/1/2013
Program Adopted 4/23/2013
Budget Adopted FY 2014 6/4/2013*

**PROPOSED
CAPITAL IMPROVEMENTS
PROGRAM AND BUDGET
FY 2014-FY 2018
FREEPORT, MAINE**

**Town of Freeport
Summary of Funding Sources
FY 2014 Capital Program**

	FY 2013 Approved	FY 2014				Funding Source					02/28/2013 Balances	06/30/2012 Benchmarks	
		Manager Proposed	Council Approved	Council Appropriated	Reserve	Bond	Fund Balance	TIF	Other	Excludes FY 2013 Market Changes	Low Benchmark	High Benchmark	
Police	50,000	25,000	25,000	25,000	25,000					155,537	208,500	500,000	
Fire	77,000	15,000	15,000	15,000	15,000					783,091	1,072,600	1,150,000	
Rescue	174,000	189,000	189,000	189,000	189,000					671,619	465,400	564,097	
Public Works	471,000	276,500	276,500	276,500	276,500					562,645	786,400	1,291,000	
Solid Waste	90,000	30,000	30,000	30,000	30,000					163,895	208,500	500,000	
Comprehensive Town Imp.	614,900	245,600	245,600	235,600	235,600					2,120,923	1,110,980	2,439,900	
Municipal Facilities (1)	266,000	133,000	84,000	84,000	84,000					606,940	545,500	737,500	
Cable	16,750	19,000	19,000	19,000	19,000					383,817			
Other (2)	188,000	101,000	71,000	71,000	71,000								
Total	1,947,650	1,034,100	955,100	945,100	945,100	-	-	-	-				

Town Legal Debt Limit

State Valuation 1/1/12	\$	1,362,450,000
<u>Limitation %</u>		15%
Debt Limit		204,367,500

Town Debt Outstanding

	<u>6/30/2013</u>	<u>6/30/2012</u>
Town and School	5,345,000	6,309,656

Note 1: The Municipal Facilities CIP is taken from both the general administration and building maintenance reserves; these are summed above.

Note 2: The "Other" projects are Board and Committee requests, and will be taken from the appropriate reserves based upon the project.

Note 3: Please note that the reserve balances do not include operating transfers out to the general fund for the FY 2013 budget or FY 2013 funding to reserves.

**POLICE DEPARTMENT
ARTICLE I**

FY 2013 Adopted

	<u>Department</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Adopted</u>
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FY 2013

1 Replace Outboard Motor on Shellfish Boat	15,000	15,000	30,000
2 Replace Audio Recording Equipment at Public Safety	20,000	20,000	20,000
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Total FY 2013	35,000	35,000	50,000

FY 2014-2018 Proposed

	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved CIP</u>	<u>Council</u> <u>Appropriated</u>
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FY 2014

1 Update Mobile Data Terminals	25,000	25,000	25,000
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Total FY 2014	25,000	25,000	25,000

FY 2015

1 Replace Bullet-Proof Vests	15,000	15,000	
2 New Squad Car and Changeover Equipment	33,500	33,500	
<hr/>			
Total FY 2015	48,500	48,500	-

FY 2016

1 Replace Chief's Vehicle	20,000	20,000	
<hr/>			
Total FY 2016	20,000	20,000	-

FY 2017

1 Communications Upgrade-Radios	47,000	47,000	
2 New Squad Car and Changeover Equipment	33,500	33,500	
<hr/>			
Total FY 2017	80,500	80,500	-

FY 2018

Update Mobile Data Terminals	30,000	30,000	
1 Audio-Video Camera in Cars	25,000	25,000	
<hr/>			
Total FY 2018	55,000	55,000	-

Reserve Balance 2/28/2013 (excluding market fluctuations)	155,537
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FIRE DEPARTMENT ARTICLE II

FY 2013 Adopted	<u>Department</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Adopted</u>
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FY 2013

1	Protective Clothing	15,000	15,000	15,000
2	Minitor Pagers (55)	22,000	22,000	22,000
3	Service Vehicle	40,000	40,000	40,000
Total FY 2013		77,000	77,000	77,000

FY 2014-2018 Proposed

		<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved CIP</u>	<u>Council</u> <u>Appropriated</u>
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FY 2014

1	Protective Clothing	15,000	15,000	15,000
Total FY 2014		15,000	15,000	15,000

FY 2015

1	Fire Alarm Receiving Equipment	50,000	50,000	
2	Protective Clothing	15,000	15,000	
3	Traffic Light Pre-emption System	20,000	20,000	
Total FY 2015		85,000	85,000	-

FY 2016

1	Engine 3 Replacement	750,000	750,000	
2	Mobile Data Terminals	30,000	30,000	
3	Protective Clothing	15,000	15,000	
Total FY 2016		795,000	795,000	-

2017

1	Air Pack Replacement	75,000	75,000	
2	Communications Upgrade	55,000	55,000	
3	Thermal Imaging Cameras	60,000	60,000	
4	Protective Clothing	15,000	15,000	
Total FY 2017		205,000	205,000	-

2018

1	Mobile Data Terminals	33,000	33,000	
2	Protective Clothing	15,000	15,000	
Total FY 2018		48,000	48,000	-

Reserve Balance 2/28/2013 (excluding market fluctuations)	783,091
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**RESCUE UNIT
ARTICLE III**

FY 2013 Adopted

	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
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FY 2013

1 Protective Clothing	14,000	14,000	14,000
2 Rescue Replacement (1998)	160,000	160,000	160,000
<hr/>			
Total FY 2013	174,000	174,000	174,000

FY 2014-2018 Proposed

	Manager <u>Proposed</u>	Council <u>Approved CIP</u>	Council <u>Appropriated</u>
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FY 2014

1 Electronic Run Reporting Update	15,000	15,000	15,000
2 Protective Clothing	14,000	14,000	14,000
3 Rescue Equipment	160,000	160,000	160,000
<hr/>			
FY 2014	189,000	189,000	189,000

FY 2015

1 Rescue Replacement (2001)	170,000	170,000	
<hr/>			
Total FY 2015	170,000	170,000	-

FY 2016

1 Protective Clothing	14,000	14,000	
2 Rescue Equipment	36,000	36,000	
3 Rescue Replacement (2005)	170,000	170,000	
<hr/>			
FY 2016	220,000	220,000	-

FY 2017

1 No request at this time	-		
<hr/>			
Total FY 2017	-	-	-

FY 2018

1 Protective Clothing	14,000	14,000	
2 Communications Upgrade	45,000	45,000	
3 Rescue Replacement (2007)	175,000	175,000	
<hr/>			
FY 2018	234,000	234,000	-

Reserve Balance 2/28/2013 (excluding market fluctuations)	671,619
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**PUBLIC WORKS
ARTICLE IV**

FY 2013 Adopted

	<u>Department</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Adopted</u>
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FY 2013

1 Dump Truck Chassis replacement (12 Yard Dump)	120,000	120,000	120,000
2 Dump Truck Plow and Wing Replacement	38,000	38,000	38,000
3 Dump Body and Sander	50,000	50,000	50,000
4 Ground Speed Control System	6,000	6,000	6,000
5 Sweeper (50% TIF/50% Reserves)	105,000	105,000	105,000
6 Crew cab pickup truck and plow	40,000	40,000	40,000
7 Excavator	120,000	120,000	112,000
Total FY 2013	479,000	479,000	471,000

FY 2014-2018 Proposed

	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved CIP</u>	<u>Council</u> <u>Appropriated</u>
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FY 2014

1 Truck Chassis Replacement (12 Yard Dump)	115,000	115,000	115,000
2 Sidewalk Plow (Refurbished) Shared with TIF	27,500	27,500	27,500
3 Pick-Up Truck with Plow	40,000	40,000	40,000
4 Dump Bed Plow and Wing Attachment	94,000	94,000	94,000
Total FY 2014	276,500	276,500	276,500

FY 2015

1 One-Ton Plow	45,000	45,000	
2 Wood Chipper	40,000	40,000	
Total FY 2015	85,000	85,000	-

FY 2016

1 Truck Chassis (Tandem Axle)	117,000	117,000	
2 Sidewalk Plow (Split with TIF)	90,000	90,000	
3 Forklift	25,000	25,000	
4 Dump Bed Plow and Wing Attachment (12 Yard)	96,000	96,000	
Total FY 2016	328,000	328,000	-

FY 2017

1 Truck Chassis Replacement (Single Axle)	90,000	90,000	
2 Dump Bed Plow and Wing Attachment	88,000	88,000	
3 3/4 Ton Pick-Up with Plow	40,000	40,000	
Total FY 2017	218,000	218,000	-

FY 2018

1 Bulldozer	100,000	100,000	
2 Backhoe	100,000	100,000	
Total FY 2018	200,000	200,000	-

Reserve Balance 2/28/2013 (excluding market fluctuations)	562,645
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SOLID WASTE/RECYCLING ARTICLE V

FY 2013 Adopted

	<u>Department</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Adopted</u>
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FY 2013

1 Containers	15,000	15,000	15,000
2 Truck Replacement with Gate Lift (reuse existing plow)	48,000	48,000	48,000
3 Hunter Road Recycling drop off area	27,000	27,000	27,000
Total FY 2013	90,000	90,000	90,000

FY 2014-2018 Proposed

	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved CIP</u>	<u>Council</u> <u>Appropriated</u>
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FY 2014

1 Scales and Computer	6,000	6,000	6,000
2 New compactor for residential waste	24,000	24,000	24,000
Total FY 2014	30,000	30,000	30,000

FY 2015

1 Baler Reconditioning	35,000	35,000	
Total FY 2015	35,000	35,000	

FY 2016

1 Closure of Remaining Landfill	150,000	150,000	
Total FY 2016	150,000	150,000	

FY 2017

1 Containers	15,000	15,000	
2 Baler reconditioning	35,000	35,000	
3 Paving	30,000	30,000	
Total FY 2017	80,000	80,000	

FY 2018

1 Containers	20,000	20,000	
2 Baler reconditioning	10,000	10,000	
3 Loader	75,000	75,000	
Total FY 2018	105,000	105,000	

Reserve Balance 2/28/2013 (excluding market fluctuations)	163,895	
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**COMPREHENSIVE TOWN IMPROVEMENTS
ARTICLE VI**

FY 2013 Adopted

	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2013</u>			
1 Upper Mast Landing Partial Reconstruction South Street-West Street to Porter's Landing Road- 50% from Maine DOT under	240,000	240,000	233,200
2 MPI program	290,000	290,000	276,400
3 Hedgehog Mountain Road Sight Distance Improvements	25,000	25,000	23,300
4 Public Works Garage Paving	82,000	82,000	82,000
Total FY 2013	637,000	637,000	614,900

FY 2014-2018 Proposed

	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>			
1 Hunter Road and Pownal Road Fields Stormwater Improvements	59,000	59,000	59,000
2 Main Street and School Street Intersection Improvements (Moved to DF TIF)	10,000	10,000	-
3 Raised Speed Table on South Freeport Road at Soule School	2,600	2,600	2,600
4 Active Living Project	24,000	24,000	24,000
5 Torrey Hill Range Road Drainage and Overlay	150,000	150,000	150,000
Total FY 2014	245,600	245,600	235,600
<u>FY 2015</u>			
1 Wardtown Road/Route 125 (50% DOT Funding Under the MPI Program)	500,000	500,000	
2 Pownal Road Fields Stormwater and Parking Lot Improvements	121,000	121,000	
3 Public Safety Apron Paving	95,000	95,000	
Total FY 2015	716,000	716,000	
<u>FY 2016</u>			
1 Litchfield Road Reconstruction	400,000	400,000	
Total FY 2016	400,000	400,000	
<u>FY 2017</u>			
1 South Freeport Village Projects	300,000	300,000	
Total FY 2017	300,000	300,000	
<u>FY 2018</u>			
1 Curtis Road Reconstruction	475,000	475,000	
Total FY 2018	475,000	475,000	
Reserve Balance 2/28/2013 (excluding market fluctuations)			
	2,120,923		

**MUNICIPAL FACILITIES
ARTICLE VII**

FY 2013 Adopted

	Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2013</u>			
1 Computer Upgrades - Townwide	125,000	125,000	125,000
2 Furniture Replacement-Townwide	30,000	30,000	30,000
3 Improvements to Dunning Boat Yard	24,000	24,000	24,000
4 Repointing Brick at Town Hall	10,000	10,000	10,000
5 Library Roof	10,000	10,000	10,000
6 Library Conversion to Natural Gas	15,000	15,000	15,000
7 Tractor-General Maintenance-Includes Snow Blower and Loader	48,000	48,000	27,000
8 Air Conditioning Units-Public Safety Radio and Server Rooms	15,000	15,000	15,000
9 Revaluation Reserve Fund	10,000	10,000	10,000
Total 2013	287,000	287,000	266,000

FY 2014-2018 Proposed

	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>			
1 Computer Upgrades -Townwide	40,000	21,000	21,000
2 Building Maintenance Trailer	7,000	7,000	7,000
3 Roof-Salt Shed	28,000	28,000	28,000
4 Roof-Pine Street Vault	18,000	18,000	18,000
5 Video Cameras and Signage at Train Platform	30,000	-	-
6 Revaluation Reserve Fund	10,000	10,000	10,000
Total FY 2014	133,000	84,000	84,000

<u>FY 2015</u>			
1 Computer Upgrades -Townwide	21,000	40,000	
2 Heating System-Highway Building	7,500	7,500	
3 Interior Painting-Town Hall and Public Safety	5,000	5,000	
4 Insulating in Attic of Public Safety Building	100,000	100,000	
5 Train Station Plastic Panels	30,000	-	
6 Revaluation Reserve Fund	10,000	10,000	
Total FY 2015	173,500	162,500	

<u>FY 2016</u>			
1 Computer Upgrades -Townwide	21,000	21,000	
2 Flooring-Carpet-Town Hall	15,000	15,000	
3 Library Flooring	25,000	25,000	
4 Interior Painting-Library and Public Works	5,000	5,000	
5 Roof-Highway Building	50,000	50,000	
6 Back-Up Generator at Public Works	125,000	125,000	
7 Revaluation Reserve Fund	10,000	10,000	
Total FY 2016	251,000	251,000	

<u>FY 2017</u>			
1 Computer Upgrades -Townwide	21,000	21,000	
2 Roof-Public Safety	80,000	80,000	
3 Brickwork at Public Safety	25,000	25,000	
4 Replacement of Building Maintenance Truck	30,000	30,000	
5 Furniture-Townwide	15,000	15,000	
6 Soule School Maintenance	20,000	20,000	
7 Brickwork at the Library	10,000	10,000	
8 Library Expansion	300,000	300,000	
9 Revaluation Reserve Fund	10,000	10,000	
Total FY 2017	511,000	511,000	

<u>FY 2018</u>			
1 Computer Upgrades -Townwide	22,000	22,000	
2 Copiers	25,000	25,000	
3 Dunning Boat Yard Repairs	15,000	15,000	
4 Flooring at Public Safety	20,000	20,000	
5 Heating System at the Library	15,000	15,000	
6 Revaluation Reserve Fund	10,000	10,000	
Total FY 2018	107,000	107,000	

Reserve Balance 2/28/2013 (excluding market fluctuations)	606,940
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**CABLE
ARTICLE VIII**

FY 2013 Adopted	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Adopted</u>
<u>FY 2013</u>			
1 Equipment and other improvements (channel 3)	12,750	12,750	12,750
2 Equipment and other improvements (channel 14)	5,000	5,000	4,000
Total FY 2013	17,750	17,750	16,750

FY 2014-2018 Proposed

	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>				
1 Equipment replacement	15,000	15,000	15,000	15,000
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	4,000
Total FY 2014	19,000	19,000	19,000	19,000
<u>FY 2015</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2015	14,000	14,000	14,000	
<u>FY 2016</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2016	14,000	14,000	14,000	
<u>FY 2017</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2017	14,000	14,000	14,000	
<u>FY 2018</u>				
1 Equipment replacement	10,000	10,000	10,000	
2 Equipment and other improvements (channel 14)	4,000	4,000	4,000	
Total FY 2018	14,000	14,000	14,000	

Reserve Balance 2/28/2013 (excluding market fluctuations)	383,817
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**BOARDS, COMMITTEES,
COMMUNITY GROUPS AND OTHER REQUESTS
ARTICLE IX**

FY 2013 Adopted	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Adopted</u>
<u>FY 2013</u>			
1 Quiet Zone Designation Study	8,000	8,000	8,000
2 Hedgehog Mountain Bridge Replacement	25,000	25,000	25,000
3 Shellfish Commission Habitat Improvement	100,000	100,000	100,000
4 Train Station Renovation	55,000	55,000	55,000
Total FY 2013	188,000	188,000	188,000

FY 2014-2018 Proposed

	<u>Committee Proposed</u>	<u>Manager Proposed</u>	<u>Council Approved CIP</u>	<u>Council Appropriated</u>
<u>FY 2014</u>				
1 Shellfish Commission Habitat Improvement	81,600	71,000	71,000	71,000
2 Historic Society Archiving Project	30,000	30,000	-	-
Total FY 2014	111,600	101,000	71,000	71,000
<u>FY 2015</u>				
Historic Society Archiving Project		-	30,000	
Total FY 2015	-	-	30,000	-
<u>FY 2016</u>				
Replace Harbormaster Outboard Motor	25,000	25,000	25,000	
Total FY 2016	25,000	25,000	25,000	-
<u>FY 2017</u>				
No request at this time	-	-		
Total FY 2017	-	-	-	-
<u>FY 2018</u>				
Comprehensive Plan/Performance Measures Project	30,000	30,000	30,000	
Total FY 2018	30,000	30,000	30,000	-

Reserve Balance 2/28/2013 (excluding market fluctuations)

08/03/2013 14:11
ayacoben

TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 1
bgnyrpts

PROJECTION: 14025 FY 2014 WINSLOW PARK BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

Winslow Park	2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0550 Winslow Park							
0550 1001 Prof Salar	52,953.26	30,702.00	30,702.00	55,347.06	30,702.00	35,000.00	14.0%
0550 1200 Other Wag	52,745.98	75,000.00	75,000.00	45,917.09	75,000.00	75,000.00	.0%
0550 2303 Ret ICMA	3,600.08	3,100.00	3,100.00	.00	3,100.00	3,600.00	16.1%
0550 2407 FICA & Med	3,723.26	8,400.00	8,400.00	.00	8,400.00	8,400.00	.0%
0550 2409 Healt Ins	4,574.34	6,500.00	6,500.00	.00	6,500.00	6,500.00	.0%
0550 2910 Admin fees	1,171.38	2,000.00	2,000.00	1,192.67	2,000.00	2,000.00	.0%
0550 3302 Empl Trav	36.99	100.00	100.00	.00	100.00	100.00	.0%
0550 4010 Bldg Maite	5,417.62	5,500.00	5,500.00	5,315.56	5,500.00	5,500.00	.0%
0550 4021 Rubbish	2,477.56	3,500.00	3,500.00	3,905.60	3,500.00	3,500.00	.0%
0550 4038 Veh Maint	1,899.52	1,800.00	1,800.00	1,393.49	1,800.00	1,800.00	.0%
0550 5200 Insurance	.00	2,500.00	2,500.00	.00	2,500.00	2,500.00	.0%
0550 5320 Telephone	2,638.76	2,250.00	2,250.00	2,743.86	2,250.00	2,700.00	20.0%
0550 5400 Advertisin	1,915.82	2,000.00	2,000.00	1,852.69	2,000.00	2,000.00	.0%
0550 6000 Supplies	838.87	1,000.00	1,000.00	780.08	1,000.00	1,000.00	.0%
0550 6005 Clean Supp	5,496.03	7,800.00	7,800.00	6,782.95	7,800.00	7,800.00	.0%
0550 6200 Elect	5,210.83	5,500.00	5,500.00	6,264.81	5,500.00	5,500.00	.0%
0550 6220 Sewer	3,469.51	3,000.00	3,000.00	2,175.00	3,000.00	3,000.00	.0%
0550 6250 Propane	2,079.64	2,800.00	2,800.00	1,603.88	2,800.00	2,800.00	.0%
0550 6260 Veh Fuel	6,051.58	6,000.00	6,000.00	5,252.58	6,000.00	6,000.00	.0%
0550 6712 Tools	620.36	750.00	750.00	1,083.84	750.00	750.00	.0%
0550 6760 Gravel	1,033.57	1,200.00	1,200.00	673.88	1,200.00	1,200.00	.0%
0550 6900 Other Supp	5,125.84	5,000.00	5,000.00	5,199.87	5,600.00	5,600.00	12.0%
0550 7600 Farm House	1,111.70	1,500.00	1,500.00	1,492.12	1,500.00	1,500.00	.0%
0550 7610 Plyg Trail	821.37	1,500.00	1,500.00	1,386.38	1,500.00	1,500.00	.0%
0550 7620 Lawn Mower	2,993.22	11,500.00	11,500.00	9,229.59	11,500.00	11,500.00	.0%
0550 7630 Table Can	65.98	500.00	500.00	77.89	1,000.00	1,000.00	100.0%
0550 7640 Gate House	888.93	1,100.00	1,100.00	1,075.91	1,100.00	1,500.00	36.4%
0550 7650 Ramp&Wharf	1,680.00	1,700.00	1,700.00	2,563.28	1,700.00	1,700.00	.0%
0550 7800 Spec Projs	7,226.00	6,200.00	6,200.00	5,265.08	6,700.00	7,000.00	12.9%
0550 7900 Cap Projs	52,531.30	50,000.00	50,000.00	25,818.20	30,000.00	35,000.00	-30.0%
0550 9000 Misc	1,050.84	1,000.00	1,000.00	745.64	1,000.00	1,000.00	.0%
0550 9200 Contingncy	54,597.17	1,000.00	1,000.00	998.99	1,000.00	1,000.00	.0%
TOTAL Winslow Park	286,047.31	252,402.00	252,402.00	196,137.99	234,002.00	244,950.00	-3.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 2
bgnyrpts

PROJECTION: 14025 FY 2014 WINSLOW PARK BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

Winslow Park			2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0551	Harb Cottage								
0551	4010	Bldg Maite	2,449.74	3,000.00	3,000.00	2,741.61	1,500.00	3,000.00	.0%
0551	4040	Grnds Main	.00	200.00	200.00	.00	200.00	200.00	.0%
0551	5200	Insurance	.00	500.00	500.00	.00	500.00	500.00	.0%
0551	5320	Telephone	448.59	500.00	500.00	427.08	500.00	500.00	.0%
0551	5400	Advertisin	.00	200.00	200.00	.00	200.00	200.00	.0%
0551	6050	Equip	1,566.55	2,500.00	2,500.00	398.99	1,000.00	1,000.00	-60.0%
0551	6200	Elect	1,142.08	1,500.00	1,500.00	756.19	1,500.00	1,500.00	.0%
0551	6260	Veh Fuel	2,052.12	2,250.00	2,250.00	965.25	1,500.00	2,250.00	.0%
0551	6910	Trees	10.78	400.00	400.00	.00	400.00	400.00	.0%
0551	7650	Ramp&Wharf	1,416.27	1,000.00	1,000.00	1,151.45	1,000.00	1,000.00	.0%
0551	7660	Cottage	1,962.00	2,000.00	2,000.00	1,273.19	2,000.00	2,000.00	.0%
0551	9000	Misc	68.00	1,000.00	1,000.00	49.86	1,000.00	1,000.00	.0%
TOTAL Harb Cottage			11,116.13	15,050.00	15,050.00	7,763.62	11,300.00	13,550.00	-10.0%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 3
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PROJECTION: 14025 FY 2014 WINSLOW PARK BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

Winslow Park		2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
REV25	Winslow Park							
REV25	3262 Winslow Pk	-273,229.90	-258,602.00	-258,602.00	4,296.43	-258,602.00	-255,000.00	-1.4%
REV25	3510 Unant Misc	-4,690.63	-8,000.00	-8,000.00	-3,163.64	-8,000.00	-3,000.00	-62.5%
REV25	3550 Int Invest	-913.35	-850.00	-850.00	.00	-850.00	-500.00	-41.2%
TOTAL Winslow Park		-278,833.88	-267,452.00	-267,452.00	1,132.79	-267,452.00	-258,500.00	-3.3%
TOTAL Winslow Park		18,329.56	.00	.00	205,034.40	-22,150.00	.00	.0%
TOTAL REVENUE		-278,833.88	-267,452.00	-267,452.00	1,132.79	-267,452.00	-258,500.00	.0%
TOTAL EXPENSE		297,163.44	267,452.00	267,452.00	203,901.61	245,302.00	258,500.00	.0%
GRAND TOTAL		18,329.56	.00	.00	205,034.40	-22,150.00	.00	.0%

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**DESTINATION TIF VILLAGE IMPROVEMENTS
FY 2014 BUDGET and FIVE-YEAR CAPITAL PROGRAM**

FY 2013 Adopted	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2013</u>			
1 Street Sweeper (50%)	105,000	105,000	105,000
2 Sidewalk Improvements - Mechanic Street, south side	20,000	20,000	20,000
3 Brick Sidewalk repairs	15,000	15,000	15,000
4 Theater Payment	20,000	20,000	20,000
5 Chamber of Commerce	36,000	36,000	-
6 Economic Development	85,000	85,000	155,000
Total FY 2013	281,000	281,000	315,000

FY 2014-2018 Proposed	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2014</u>			
1 Chamber of Commerce	32,000	16,000	16,000
2 Freeport Economic Development Corporation	105,000	105,000	105,000
3 Downtown maintenance	41,000	41,000	41,000
4 Sidewalk Plow (Refurbished) Shared with TIF	27,500	27,500	27,500
5 Main Street and School Street Intersection Improvements (Moved from Comp Town Imp)			10,000
6 Theater Payment	20,000	20,000	20,000
Total FY 2014	225,500	209,500	219,500

<u>FY 2015</u>			
1 Sidewalk Improvements - Main St, east side, West St. to Town Hall Dr	35,000	35,000	
2 Sidewalk-Main St West St to Holbrook St	84,000	84,000	
3 Sidewalk Improvements - Bow Street, from Main Street east for 100'	22,000	22,000	
4 Theater Payment	20,000	20,000	
5 Chamner of Commerce	-	8,000	
6 Economic Development	85,000	85,000	
Total FY 2015	246,000	254,000	-

<u>FY 2016</u>			
1 Sidewalk Plow-Split with Public Works Reserve Fund	90,000	90,000	
2 Sidewalk Improvements - Main St east side, Bow St to Mechanic St	40,000	40,000	
3 Theater Payment	20,000	20,000	
4 Economic Development	85,000	85,000	
Total FY 2016	235,000	235,000	-

<u>FY 2017</u>			
1 Sidewalk Improvements-Mechanic Street North Side	25,000	25,000	
2 Sidewalk Improvements - Main Street east, Mill Street to Bow Street	120,000	120,000	
3 Theater Payment	20,000	20,000	
4 Economic Development	85,000	85,000	
Total FY 2017	250,000	250,000	-

<u>FY 2018</u>			
1 Sidewalk Improvements - School Street, Main Street to First Driveway	22,000	22,000	
2 Theater Payment	20,000	20,000	
3 Economic Development	85,000	85,000	
Total FY 2018	127,000	127,000	-

TIF Funds Available:

Unobligated Balance 6/30/12	\$ 243,978
FY 2013 Projects	\$ (35,000)
Theater Payment	\$ (20,000)
Economic Development	\$ (157,000)
Property Taxes Raised FY13	\$ 262,650
Funds Committed for Maintenance Contract FY 2013	\$ (35,000)
Available 07/01/2013	\$ 259,628

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 1
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PROJECTION: 14029 FY 2014 NET FUND BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

NET Program	2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
0990 NET							
0990 1001 Prof Salar	66,452.67	58,617.00	58,617.00	56,082.24	58,617.00	62,191.00	6.1%
0990 1200 Other Wag	318,187.04	310,000.00	310,000.00	318,854.04	310,000.00	316,200.00	2.0%
0990 1300 OT Wages	22,897.13	20,000.00	20,000.00	29,870.28	35,000.00	25,000.00	25.0%
0990 2305 Retir MSRS	3,413.54	3,814.00	3,814.00	.00	3,814.00	4,000.00	4.9%
0990 2407 FICA & Med	4,145.00	28,203.00	28,203.00	.00	28,203.00	29,000.00	2.8%
0990 2409 Healt Ins	14,666.76	13,000.00	13,000.00	.00	13,000.00	14,000.00	7.7%
0990 2416 Dental	.00	720.00	720.00	.00	720.00	750.00	4.2%
0990 2419 Med Exams	.00	250.00	250.00	.00	250.00	250.00	.0%
0990 2605 Clothing	4,672.40	3,400.00	3,400.00	3,128.52	3,400.00	3,400.00	.0%
0990 3300 Emp Train	1,283.94	1,500.00	1,500.00	1,920.24	1,500.00	1,500.00	.0%
0990 4038 Veh Maint	15,223.15	8,500.00	8,500.00	7,816.06	8,500.00	9,000.00	5.9%
0990 4320 Tech Repai	174.24	1,500.00	1,500.00	203.33	1,500.00	1,500.00	.0%
0990 5310 Postage	1,661.87	1,000.00	1,000.00	4,910.62	1,000.00	1,200.00	20.0%
0990 5320 Telephone	6,970.92	7,200.00	7,200.00	6,253.77	7,200.00	7,200.00	.0%
0990 6000 Supplies	2,750.39	2,500.00	2,500.00	2,757.60	2,500.00	2,500.00	.0%
0990 6009 Med Suppl	9,731.40	10,000.00	10,000.00	12,149.12	10,000.00	10,000.00	.0%
0990 6260 Veh Fuel	11,763.86	14,875.00	14,875.00	7,544.98	14,875.00	15,000.00	.8%
0990 7900 Cap Outlay	12,493.00	16,000.00	16,000.00	.00	16,000.00	15,000.00	-6.3%
0990 9996 Transfer	.00	.00	.00	.00	.00	45,000.00	.0%
TOTAL NET	496,487.31	501,079.00	501,079.00	451,490.80	516,079.00	562,691.00	12.3%

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TOWN OF FREEPORT
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PG 2
bgnyrpts

PROJECTION: 14029 FY 2014 NET FUND BUDGET

FOR PERIOD 13

ACCOUNTS FOR:

NET Program	2012 ACTUAL	2013 ORIG BUD	2013 REVISED BUD	2013 ACTUAL	2013 PROJECTION	2014 Approved	PCT CHANGE
REV29	NET Program Revenues						
REV29 3275	NET Charge	-538,821.79	-485,079.00	-485,079.00	-342,383.68	-485,079.00	-546,691.00 12.7%
REV29 3285	Billing Sv	-17,200.00	-16,000.00	-16,000.00	-54,820.61	-16,000.00	-16,000.00 .0%
REV29 9991	Tranf GF	-40,545.20	.00	.00	.00	.00	.00 .0%
	TOTAL NET Program Revenues	-596,566.99	-501,079.00	-501,079.00	-397,204.29	-501,079.00	-562,691.00 12.3%
	TOTAL NET Program	-100,079.68	.00	.00	54,286.51	15,000.00	.00 .0%
	TOTAL REVENUE	-596,566.99	-501,079.00	-501,079.00	-397,204.29	-501,079.00	-562,691.00 .0%
	TOTAL EXPENSE	496,487.31	501,079.00	501,079.00	451,490.80	516,079.00	562,691.00 .0%
	GRAND TOTAL	-100,079.68	.00	.00	54,286.51	15,000.00	.00 .0%

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