



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1329 Fax: (207) 439-6806

November 13, 2019

Kittery Town Council
Regular Meeting
6:00 p.m.

Council Chambers

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Oath of Office to Newly Elected Officials
5. Roll Call
6. The Kittery Town Council moves to elect a Chairperson for the ensuing year.
7. The Kittery Town Council moves to elect a Vice-Chairperson for the ensuing year.
8. Agenda Amendment and Adoption
9. Town Manager's Report
10. Acceptance of Previous Minutes
11. Interviews for the Board of Appeals and Planning Board
12. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices.
13. PUBLIC HEARINGS
 - a. (110119-1) The Kittery Town Council moves to hold a public hearing on Title 4 – Library Advisory Committee.
14. DISCUSSION
 - a. Discussion by members of the public (three minutes per person)
 - b. Response to public comment directed to a particular Councilor
 - c. Chairperson's response to public comments
15. UNFINISHED BUSINESS

16. NEW BUSINESS

- a. Donations/gifts received for Council disposition.

(110119-2) The Kittery Town Council moves to accept donations in the amount of \$750.00 from the following donors to be deposited in the Thresher Memorial Fund.

- Dennis Crowley
- Harry Rodgers
- John Joyal
- David Stevenson
- Scott Dennett
- Northeast Credit Union

- b. (110119-3) The Kittery Town Council moves to approve the disbursement warrants.

- c. (110119-4) The Kittery Town Council moves to discuss Council Rules for the ensuing year.

- d. (110119-5) The Kittery Town Council moves to discuss appointment of Council members to on-going Council Committees.

- e. (110119-6) The Kittery Town Council moves to schedule a public hearing December 9th on Title 10 – Pepperrell Terrace.

- f. (110119-7) The Kittery Town Council moves to schedule a public hearing on December 9th on Title 10- Badgers Island Parking.

- g. (110119-8) The Kittery Town Council moves to Review and Approve communications with the Town of York regarding the boarder.

- h. (110119-9) The Kittery Town Council moves to authorize the Town Manager to close departments with the exception of essential personnel, the day after Thanksgiving, November 29, 2019, with the understanding that employees will use their personal accumulated time.

- i. (110119-10) The Kittery Town Council moves to approve a renewal Liquor License application from the Loyal Order of Moose #444 76 US Route 1 Bypass, Kittery.

- j. (110119-11) The Kittery Town Council moves to approve a renewal Special Amusement Permit for the Loyal Order of Moose #444 76 US Route 1 Bypass Kittery. A copy of the application is in your packet.

- k. (110119-12) The Kittery Town Council moves to appoint Bob Guay to the Kittery Community Center Board of Directors for a term of three years to expire 12-31-2022.

- l. (110119-13) The Kittery Town Council moves to appoint Karen Estee as acting Town Manager the week of November 18th, as Town Manager will be on vacation.

17. COUNCILOR ISSUES OR COMMENTS

18. COMMITTEE AND OTHER REPORTS
 - a. Communications from the Chairperson
 - b. Committee Reports
19. EXECUTIVE SESSION
20. ADJOURNMENT

Posted: November 7, 2019



TOWN OF KITTELY

Office of the Town Manager

200 Rogers Road, Kittery, ME 03904

Telephone: 207-475-1329 Fax: 207-439-6806

kamaral@kitteryme.org

Town Manager's Report to the Town Council November 13, 2019

- 1. Tanker Truck Roll Over** – Please help me in acknowledging the amazing work of our Fire Department, Police Department, Dispatchers, our mutual-aid partners, and other responding agencies. The tanker truck roll-over on October 30 could have been significantly worse if not for the dedicated and highly skilled team that responded to the call and remained late into the evening. Their efforts ensured this major accident resulted in little more than an inconvenience to our area.
- 2. Election** – Please also help me in acknowledging the Clerk's Office and Election staff for a well-run election on November 5th. Town Clerk Karen Estee and her team did a wonderful job of administering the election, addressing confusion over the Water District vote, and getting results out faster than we have had in previous years.
- 3. Reverse Alert System** – Councilor Denault expressed interest in the Town pursuing the implementation of a reverse alert system. Reverse alert systems send out a phone call or text to registered phone numbers alerting people of public safety emergencies and other pertinent information. Chief O'Brien is working with York County Emergency Management on accessing and utilizing their system. He recently attended training on the software. We will begin working on protocols and a roll-out strategy in the coming months.
- 4. Annual Goals Quarterly Report** – Please see attached.
- 5. Quarterly Financial Report** – Please see attached.
- 6. Vacation and November 25 Meeting** –I will be on vacation the week of November 18 and without cell service or a computer. Packets for the November 25 meeting will be assembled the week I am away, therefore I will not have a Town Manager report in that packet.

Respectfully Submitted,

Kendra Amaral
Town Manager

TOWN COUNCIL GOALS

2019

Quarter 3 UPDATE

Work together respectfully toward consensus, capitalizing on our experiences and diversity. – **On going**

Continue to work towards sharing services with neighboring towns. – **Three-year extension on shared dispatch services executed; Sewer pump maintenance agreement with/Eliot executed; conversations ongoing with PNSY on shared services opportunities.**

Address proposals for Charter, Ordinance, and Policy changes for improving efficiency and effectiveness of the Town operations including:

- Title 4 - Boards, Commissions, Committees - **Complete**
- Title 5 - Business License Regulations- **in review**

Advance the Comprehensive Plan 5 Year Action Plan, specifically the following:

- Launch a Climate Adaptation Study – **Grant application for flood resiliency effort submitted; regional coordination effort underway.**
- Develop Housing Plan/Affordable Housing Strategies – **Zoning proposal in draft stage, Cole St viability under review,**
- Address Transportation through Improved Parking Strategies and Traffic Management – **Badger's Island strategies being implemented, planning for Walker/Wentworth underway.**
- Title 16 recodification to achieve development goals – **Stakeholder meetings in process, consolidation and clarification of uses underway.**

Adopt a budget that is progressive, responsible, and visionary – moving the community forward. – **Complete**

Give attention to Councilor expressed items, including:

- Impacts of Shipyard and State transportation infrastructure on local traffic – **JLUS study underway**
- Energy efficiency efforts – **LED Lighting Project wrapping up.**
- Rice Public Library incorporation as a Town Department - **Complete**
- Rice Public Library Building renovation and expansion plans – **Schematic design complete. Bond approved.**
- Support the development of a strategy for the reuse or disposition of the Taylor Building – **public input plan in development**
- Legion Pond management – **In process**
- 236 Traffic Safety – **Plan completed. Working with MDOT to advance implementation.**
- Explore local option tax proposals – **In process**
- Ensure effective communication with the public – **In process**
- Short-term-rental ordinance – **Workshop planned with Planning Board in Jan on STR draft ordinance**

**TOWN MANAGER ANNUAL GOALS
STATUS REPORT – Q3 2019**

| 2019 GOALS | STATUS | Update |
|---|------------|--|
| Support Long Term Planning and Growth Management Objectives | | |
| Work with local and regional organizations to attract and sustain appropriate local economic investment | On going | Sowerby parcel sold and plans approved for redevelopment. Investigating EDA grant opportunities to enhance commercial/industrial development. Mixed Use Neighborhood development in preliminary plan review stage. Joined York Region Chamber of Commerce to establish and grow working relationships with area businesses. |
| Propose and implement zoning amendments that support desired growth in the targeted growth areas including Route 1, and the Route 1 Bypass | On going | Advancing zoning review associated with affordable housing effort. Letters to property owners issued to advise them of the effort and invite them to join the discussion. Affordable Housing zone in development. Due diligence on Cole Street viable underway. |
| Advance the Title 16 recodification effort to draft stage | On going | Stakeholder meetings complete. Draft framework being refined, and reorganization of code text underway. Reorganization of sections being finalized. Consolidation of uses and definitions underway. Developer/applicant/engineer stakeholder group meeting conducted in Oct. |
| Enhance Financial Stability | | |
| Produce a 2020 budget that seeks to maintain a stable tax rate, and that is adequately justifiable in comparison to appropriate economic indicators, comparable communities, and supports implementation of town objectives | Complete | |
| Implement tax lien policy and address tax liens from prior years | In process | Notice of foreclosure action sent to 12 property owners. Motion for Quiet Deed for each property will be filed in court mid-April. Release Deed received for one property. Clerk's Certificates for Quiet Title Claim action received for four properties. Three properties in "interrogatory" stage, one awaiting summary judgement. |

**TOWN MANAGER ANNUAL GOALS
STATUS REPORT – Q3 2019**

| Improve Organizational Efficiency | | |
|---|-----------------|--|
| Improve organizational efficiency through implementation of technology and amendments to Charter, Ordinance and Policy | In process | Working to identify a new GIS service provider with enhanced features to meet staff and public needs. Launched Online Moorings for customers to renew marine related permits, pay online, and track approval process. Launching project to put parking ticket payment online. |
| Implement the Comprehensive Plan 5 Year Action Plan, specifically focused on the following | | |
| Launch of a Climate Adaptation Study | In process | Committee formed. Regional discussions underway to coordinate grants and initiatives. Grant application for Flood resiliency effort submitted, regional coordination moving to next phase. |
| Develop amendments to ADU ordinance and develop an affordable housing overlay zone to increase variety of housing stock | Complete | ADU amendment was adopted at Oct 28 Council meeting. Effective date is April 28. |
| Complete the Joint Land Use Study and identify traffic management solutions for implementation | In process | Stakeholder interviews and data collection phases are complete. Solutions development phase underway. Public Open house complete, public survey complete, Shipyard employee survey launched. Surveys complete (2500+ responses), two pop-up visibilities at PNSY. Working group developed strategies for consideration. |
| Resolve the matter of the Library becoming a town department | Complete | Town Council accepted the gift of assets in March. The transition of the Library to a town department is underway, and will become effective July 1, 2019. |
| Support the development of a strategy for reuse or disposition of the Taylor Building | In process | The Taylor Com is working on a public input process to gather initial ideas. Input phase will continue through October of 2019. Committee drafting an RFP for the property to be launched after Nov vote. |
| Advance the Rice Library renovation and expansion planning | In process | Programming and existing conditions reports drafted and under review. Schematic design phase complete, permitting phase launched. Bond referendum passed. |

**TOWN MANAGER ANNUAL GOALS
STATUS REPORT – Q3 2019**

| | | |
|--|---------------|---|
| | | |
| Evaluate transitioning the Fire Chief position from Part-Time to Full-Time | | |
| Transition the Fire Chief position from Part-Time to Full-Time | Complete | Chief was made full-time effective Jan 1, and has assumed the role of Emergency Management Director as part of the transition. |
| 2018 GOALS – CONTINUED FROM PRIOR YEAR | STATUS | Update |
| Continue to Improve Organizational Efficiency | | |
| Continue to propose and implement Charter, Ordinance, and Rule changes that improve efficiency and effectiveness of town operations. <ul style="list-style-type: none"> ○ Title 2 – Personnel ○ Title 4 – Boards and Commissions ○ Title 5 – Business Licenses and Regulations ○ Title 6 – Animals | On going | Town Council to vote on changes to Title 2 to reflect renaming of Recreation department; Title 4 completed. Parks Com and Conservation Com are working with the administration on a survey. Council to consider Title 6 amendments (Dogs) in Sep. Dog ordinance revisions being prepared with ACO input. Short term rental ordinance drafted and reviewed by KLIC. |
| Prioritize employee safety and reduction of workers compensation costs, take steps to begin reducing the town's current experience modification factor of 1.23. | Complete | Safety Committee is meeting regularly. Committee releases quarterly safety advisories and reviews claims. Awarded grants for safety equipment, and recent W/C and Liability inspections have had minimal corrective action identified. Mod rate has been reduced to .94 for the 2019 policy year. |



TOWN OF KITTEERY
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1329 Fax: 207-439-6806

REPORT TO TOWN COUNCIL

Meeting Date: November 13, 2019
From: Kendra Amaral, Town Manager
Subject: Fiscal Year 2020 Financial Update – Quarter 1
Councilor Sponsor: N/A

This is to provide the Council with an update on the Fiscal Year 2020 (FY20) finances at the close of Quarter 1 (Q1) of the fiscal year.

Please note, we are aware of a few errors in the budget as inputted into our financial system MUNIS. Primarily the errors relate to incorrect object codes being created or used. I expect to have the issues corrected by the next quarterly report.

Revenue

Revenue projections are difficult to make this early in the fiscal year. Therefore, at this stage we focus on watching revenue activity, and identifying any unanticipated variations.

At this early stage, revenues are generally coming in as projected. Of note is Auto Excise which is ahead over the prior year Q1 by approximately \$61,000. Parking tickets are also showing significant increase in collections. Q1 Parking Ticket collections is at \$13,420; compared to \$7,525 Q1 prior fiscal year. The increase is directly related to the recent hire of our full-time ACO/Parking Officer.

Sewer collections are on track. Billing timing impacts how the revenue collection performs over same-period prior years. Current projection, based on billings to date, indicate the Sewer Fund is on track to finish the year with revenues meeting or slightly exceeding operating expenses including annual debt service.

Expenditures

We have already begun making year-end expenditure projections. This is particularly important as we respond to and absorb unanticipated costs that arise throughout the year. As a general note, projected spending is developed using spending cycle calculations, anticipated costs, and other methods as appropriate. Projections are estimates only and may change as additional information becomes available or spending fluctuations occur over the course of the fiscal year.

Based on projections, we are on track for spending and budget controls so far this year. There are a few departments that will likely end the year over budget due to very direct and specific factors unique to FY20.

We recently welcomed back Kathy Connor as a Project Planner in our Planning Dept. This role was created to assist in addressing the growing number of initiatives requiring staff coordination and effort. She is assisting the team with recodification of Title 16, and affordable housing. She is also assisting in the review of large-scale and complex projects seeking Planning Board approval. This expense was not planned for in the development of the FY20 budget.

The Library is also projected to have a minor deficit. The deficit comes from the calculation of wages for the fiscal year. The Library became a Town department on July 1. The Library employees were incorporated into the Town's personnel policies, and the full-time positions were absorbed into our Clerical and Administrative collective bargaining agreement. Our wage structures differ significantly from the Library's, so certain assumptions and calculations had to be made to arrive at the FY20 budget estimate for this new department.

Sewer

Overall, Sewer is tracking at or slightly over budget. There have been higher than anticipated maintenance costs for the plant, as the new Superintendent is working to modernize the operation and replace faulty equipment.

The accounting for Sewer expenditures has been simplified with the FY20 budget. Only two pump stations (PS#6 and PS#7) have their corresponding expenses separated out. These two pump stations serve Eliot and the Portsmouth Naval Shipyard; both of which have special direct-bill agreements. Due to this simplification of the accounting, projecting year end expenditures at this early stage in the fiscal year is slightly more challenging.

Attachments

Report through Q1:

- General Fund
- Sewer Fund
- Other Funds

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TOWN OF KITTEERY - LIVE
YEAR-TO-DATE BUDGET REPORT

P 1
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FOR 2020 03

| ACCOUNTS FOR: 1000 | TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------|----------------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 1000 TOWN GENERAL FUND | | | | | | | | |
| 1000 | 65503 COLLECTION AGENCY FE | 0 | 0 | 0 | 134.42 | .00 | -134.42 | 100.0% |
| TOTAL TOWN GENERAL FUND | | 0 | 0 | 0 | 134.42 | .00 | -134.42 | 100.0% |
| 101110 ADMINISTRATION | | | | | | | | |
| 101110 | 64011 MANAGER SALARY | 100,703 | 0 | 100,703 | 22,268.88 | .00 | 78,434.12 | 22.1% |
| 101110 | 64014 TOWN CLERK SALARY | 65,000 | 0 | 65,000 | 18,000.12 | .00 | 46,999.88 | 27.7% |
| 101110 | 64017 CLERKS SALARIES | 322,314 | 0 | 322,314 | 64,587.63 | .00 | 257,726.37 | 20.0% |
| 101110 | 64018 HUMAN RESOURCES MA | 55,860 | 0 | 55,860 | 13,177.74 | .00 | 42,682.26 | 23.6% |
| 101110 | 64026 FINANCE DIRECTOR S | 98,386 | 0 | 98,386 | 24,923.47 | .00 | 73,462.53 | 25.3% |
| 101110 | 64027 CUSTODIAN WAGES | 13,775 | 0 | 13,775 | 2,350.28 | .00 | 11,424.72 | 17.1% |
| 101110 | 64030 OVERTIME | 2,000 | 0 | 2,000 | 20.88 | .00 | 1,979.12 | 1.0% |
| 101110 | 64031 SALARY & POSITION | 50,000 | 0 | 50,000 | .00 | .00 | 50,000.00 | .0% |
| 101110 | 65010 POSTAGE | 13,000 | 0 | 13,000 | 2,975.75 | .00 | 10,024.25 | 22.9% |
| 101110 | 65020 TELEPHONE & INTERN | 9,000 | 0 | 9,000 | 2,009.73 | .00 | 6,990.27 | 22.3% |
| 101110 | 65030 TRANSPORTATION | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| 101110 | 65040 EDUCATIONAL/MEETIN | 5,000 | 0 | 5,000 | 866.94 | .00 | 4,133.06 | 17.3% |
| 101110 | 65060 PRINTING | 5,000 | 0 | 5,000 | .00 | .00 | 5,000.00 | .0% |
| 101110 | 65080 LEGAL NOTICES/OTHE | 3,000 | 0 | 3,000 | 102.57 | .00 | 2,897.43 | 3.4% |
| 101110 | 65200 ELECTRICITY | 15,000 | 0 | 15,000 | 2,039.07 | .00 | 12,960.93 | 13.6% |
| 101110 | 65220 WATER | 350 | 0 | 350 | .00 | .00 | 350.00 | .0% |
| 101110 | 65230 FUEL OIL | 4,200 | 0 | 4,200 | 357.07 | .00 | 3,842.93 | 8.5% |
| 101110 | 65240 DUMPSTERS | 600 | 0 | 600 | 154.77 | .00 | 445.23 | 25.8% |
| 101110 | 65250 SEWER | 240 | 0 | 240 | 97.14 | .00 | 142.86 | 40.5% |
| 101110 | 65300 MACHINE & EQUIPMEN | 32,000 | 0 | 32,000 | 25,185.35 | .00 | 6,814.65 | 78.7% |
| 101110 | 65400 LEGAL SERVICES | 60,000 | 0 | 60,000 | 2,438.75 | .00 | 57,561.25 | 4.1% |
| 101110 | 65410 COMPUTER SERVICES | 45,000 | 0 | 45,000 | 12,467.51 | .00 | 32,532.49 | 27.7% |
| 101110 | 65415 WEB PAGE | 3,500 | 0 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| 101110 | 65430 AUDIT SERVICES | 16,500 | 0 | 16,500 | 11,250.00 | .00 | 5,250.00 | 68.2% |
| 101110 | 65480 OTHER PROFESSIONAL | 30,000 | 0 | 30,000 | 4,312.63 | .00 | 25,687.37 | 14.4% |
| 101110 | 65500 MAINTENANCE OF BLD | 16,500 | 0 | 16,500 | 2,145.19 | .00 | 14,354.81 | 13.0% |
| 101110 | 66010 OFFICE SUPPLIES | 8,000 | 0 | 8,000 | 2,711.99 | .00 | 5,288.01 | 33.9% |
| 101110 | 66020 BOOKS/SUBSCRIPTION | 1,000 | 0 | 1,000 | 630.48 | .00 | 369.52 | 63.0% |
| 101110 | 66025 MAINE MUNICIPAL AS | 12,700 | 0 | 12,700 | .00 | .00 | 12,700.00 | .0% |
| 101110 | 66035 ABSTRACTS & LIENS | 9,500 | 0 | 9,500 | 2,194.00 | .00 | 7,306.00 | 23.1% |
| 101110 | 66040 JANITORIAL SUPPLIE | 1,000 | 0 | 1,000 | 273.35 | .00 | 726.65 | 27.3% |
| 101110 | 67510 OFFICE FURNITURE & | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |

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TOWN OF KITTEERY - LIVE
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 03

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| TOTAL ADMINISTRATION | 1,002,128 | 0 | 1,002,128 | 217,541.29 | .00 | 784,586.71 | 21.7% |
| 101115 TOWN COUNCIL | | | | | | | |
| 101115 64001 COUNCIL STIPEND | 4,000 | 0 | 4,000 | .00 | .00 | 4,000.00 | .0% |
| 101115 65480 OTHER PROF SERV/CO | 3,000 | 0 | 3,000 | 141.38 | .00 | 2,858.62 | 4.7% |
| 101115 66037 COUNCIL EXPENSES | 350 | 0 | 350 | .00 | .00 | 350.00 | .0% |
| TOTAL TOWN COUNCIL | 7,350 | 0 | 7,350 | 141.38 | .00 | 7,208.62 | 1.9% |
| 101130 ELECTIONS | | | | | | | |
| 101130 64020 PART TIME SALARIES | 2,500 | 0 | 2,500 | .00 | .00 | 2,500.00 | .0% |
| 101130 65010 POSTAGE | 600 | 0 | 600 | 2.20 | .00 | 597.80 | .4% |
| 101130 65060 PRINTING | 4,500 | 0 | 4,500 | .00 | .00 | 4,500.00 | .0% |
| 101130 65480 OTHER PROFESSIONAL | 4,050 | 0 | 4,050 | .00 | .00 | 4,050.00 | .0% |
| 101130 66010 OFFICE SUPPLIES | 150 | 0 | 150 | .00 | .00 | 150.00 | .0% |
| 101130 67510 OFFICE FURNITURE & | 0 | 2,100 | 2,100 | 3,334.75 | .00 | -1,234.75 | 158.8% |
| TOTAL ELECTIONS | 11,800 | 2,100 | 13,900 | 3,336.95 | .00 | 10,563.05 | 24.0% |
| 101150 COUNTY TAX | | | | | | | |
| 101150 65480 OTHER PROF SERVICE | 893,000 | 0 | 893,000 | .00 | .00 | 893,000.00 | .0% |
| TOTAL COUNTY TAX | 893,000 | 0 | 893,000 | .00 | .00 | 893,000.00 | .0% |
| 101155 TAX INCREMENT FINANCING | | | | | | | |
| 101155 65000 TIF FINANCING PLAN | 236,000 | 0 | 236,000 | .00 | .00 | 236,000.00 | .0% |
| TOTAL TAX INCREMENT FINANCING | 236,000 | 0 | 236,000 | .00 | .00 | 236,000.00 | .0% |
| 101230 DEBT & INTEREST | | | | | | | |
| 101230 68057 RUSTLEWOOD FARM - | 6,292 | 0 | 6,292 | 6,291.85 | .00 | .15 | 100.0% |

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TOWN OF KITTEERY - LIVE
YEAR-TO-DATE BUDGET REPORT

P 3
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FOR 2020 03

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101230 68065 2006 FIRE STATION | 115,000 | 0 | 115,000 | .00 | .00 | 115,000.00 | .0% |
| 101230 68066 2010 PW SALT SHED | 35,000 | 0 | 35,000 | 35,000.00 | .00 | .00 | 100.0% |
| 101230 68067 2012 KCC BOND PRIN | 275,000 | 0 | 275,000 | .00 | .00 | 275,000.00 | .0% |
| 101230 68068 2015 CIP BOND PRIN | 225,000 | 0 | 225,000 | .00 | .00 | 225,000.00 | .0% |
| 101230 68069 KLT BRAVE BOAT HEA | 11,592 | 0 | 11,592 | 11,592.04 | .00 | -.04 | 100.0% |
| 101230 68257 RUSTLEWOOD FARM IN | 4,023 | 0 | 4,023 | 2,037.22 | .00 | 1,985.78 | 50.6% |
| 101230 68265 2006 FIRE STATION | 17,400 | 0 | 17,400 | .00 | .00 | 17,400.00 | .0% |
| 101230 68268 2015 CIP BONDS INT | 29,250 | 0 | 29,250 | .00 | .00 | 29,250.00 | .0% |
| 101230 68269 KLT BRAVE BOAT HEA | 6,498 | 0 | 6,498 | 3,283.59 | .00 | 3,214.41 | 50.5% |
| 101230 68295 PWD BLDG/SALT SHED | 14,400 | 0 | 14,400 | 7,330.50 | .00 | 7,069.50 | 50.9% |
| 101230 68297 2012 KCC BOND INT | 88,275 | 0 | 88,275 | 44,137.50 | .00 | 44,137.50 | 50.0% |
| TOTAL DEBT & INTEREST | 827,730 | 0 | 827,730 | 109,672.70 | .00 | 718,057.30 | 13.2% |
| 101310 POLICE | | | | | | | |
| 101310 64002 POLICE CHIEF FT S | 97,138 | 0 | 97,138 | 22,416.41 | .00 | 74,721.59 | 23.1% |
| 101310 64012 SERGEANTS SALARIES | 318,214 | 0 | 318,214 | 70,953.66 | .00 | 247,260.34 | 22.3% |
| 101310 64013 SCHOOL RESOURCE OF | 67,349 | 0 | 67,349 | 3,580.80 | .00 | 63,768.20 | 5.3% |
| 101310 64014 DETECTIVES SALARIE | 137,841 | 0 | 137,841 | 32,595.50 | .00 | 105,245.50 | 23.6% |
| 101310 64015 PATROLMEN SALARIES | 699,475 | 0 | 699,475 | 133,301.47 | .00 | 566,173.53 | 19.1% |
| 101310 64016 DISPATCHER SALARIE | 337,892 | 0 | 337,892 | 74,082.82 | .00 | 263,809.18 | 21.9% |
| 101310 64017 ADMINISTRATIVE ASS | 47,935 | 0 | 47,935 | 11,059.20 | .00 | 36,875.80 | 23.1% |
| 101310 64022 ANIMAL CONTROL OFF | 61,693 | 0 | 61,693 | 9,491.98 | .00 | 52,201.02 | 15.4% |
| 101310 64023 LIEUTENANT SALARY | 77,498 | 0 | 77,498 | 30,961.32 | .00 | 46,536.68 | 40.0% |
| 101310 64024 NIGHT DIFFERENTIAL | 17,500 | 0 | 17,500 | 3,660.90 | .00 | 13,839.10 | 20.9% |
| 101310 64027 CUSTODIAN WAGES | 14,830 | 0 | 14,830 | 3,022.45 | .00 | 11,807.55 | 20.4% |
| 101310 64030 OVERTIME | 175,000 | 0 | 175,000 | 64,151.83 | .00 | 110,848.17 | 36.7% |
| 101310 64033 SICK TIME BUY BACK | 1,340 | 0 | 1,340 | .00 | .00 | 1,340.00 | .0% |
| 101310 64034 PHYSICAL FITNESS S | 4,900 | 0 | 4,900 | .00 | .00 | 4,900.00 | .0% |
| 101310 65010 POSTAGE | 530 | 0 | 530 | 77.39 | .00 | 452.61 | 14.6% |
| 101310 65020 TELEPHONE & INTERN | 22,000 | 0 | 22,000 | 4,252.25 | .00 | 17,747.75 | 19.3% |
| 101310 65030 TRANSPORTATION | 2,000 | 0 | 2,000 | 400.00 | .00 | 1,600.00 | 20.0% |
| 101310 65040 EDUCATIONAL/MEETIN | 22,000 | 0 | 22,000 | 8,513.47 | .00 | 13,486.53 | 38.7% |
| 101310 65060 PRINTING | 1,000 | 0 | 1,000 | 369.47 | .00 | 630.53 | 36.9% |
| 101310 65080 LEGAL NOTICES/OTHE | 700 | 0 | 700 | 126.76 | .00 | 573.24 | 18.1% |
| 101310 65200 ELECTRICITY | 15,000 | 0 | 15,000 | 2,718.75 | .00 | 12,281.25 | 18.1% |
| 101310 65220 WATER | 545 | 0 | 545 | .00 | .00 | 545.00 | .0% |
| 101310 65230 FUEL OIL | 5,400 | 0 | 5,400 | 476.10 | .00 | 4,923.90 | 8.8% |
| 101310 65240 DUMPSTERS | 750 | 0 | 750 | 206.37 | .00 | 543.63 | 27.5% |
| 101310 65250 SEWER | 300 | 0 | 300 | 129.52 | .00 | 170.48 | 43.2% |
| 101310 65300 MACHINE & EQUIPMEN | 68,100 | 0 | 68,100 | 35,204.07 | .00 | 32,895.93 | 51.7% |

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TOWN OF KITTEERY - LIVE
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FOR 2020 03

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| <u>101310 65310 VEHICLE MAINTENANC</u> | 31,000 | 0 | 31,000 | 4,552.41 | .00 | 26,447.59 | 14.7% |
| <u>101310 65311 GAS, GREASE, & OIL</u> | 40,000 | 0 | 40,000 | 9,598.06 | .00 | 30,401.94 | 24.0% |
| <u>101310 65470 DOG EXPENSE</u> | 750 | 0 | 750 | .00 | .00 | 750.00 | .0% |
| <u>101310 65480 OTHER PROFESSIONAL</u> | 3,000 | 0 | 3,000 | .00 | .00 | 3,000.00 | .0% |
| <u>101310 65500 MAINTENANCE OF BLD</u> | 5,000 | 0 | 5,000 | .00 | .00 | 5,000.00 | .0% |
| <u>101310 65521 UNIFORMS</u> | 19,000 | 0 | 19,000 | 5,721.68 | .00 | 13,278.32 | 30.1% |
| <u>101310 66010 OFFICE SUPPLIES</u> | 4,000 | 0 | 4,000 | 564.43 | .00 | 3,435.57 | 14.1% |
| <u>101310 66020 BOOKS/SUBSCRIPTION</u> | 4,000 | 0 | 4,000 | 1,332.00 | .00 | 2,668.00 | 33.3% |
| <u>101310 66030 OTHER SUPPLIES</u> | 3,200 | 0 | 3,200 | 1,255.90 | .00 | 1,944.10 | 39.2% |
| <u>101310 66032 ARMORY SUPPLIES</u> | 12,500 | 0 | 12,500 | 2,226.23 | .00 | 10,273.77 | 17.8% |
| <u>101310 66040 JANITORIAL SUPPLIE</u> | 1,700 | 0 | 1,700 | 262.13 | .00 | 1,437.87 | 15.4% |
| <u>101310 67510 OFFICE FURNITURE &</u> | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| <u>101310 67517 BULLET PROOF VESTS</u> | 6,200 | 0 | 6,200 | .00 | .00 | 6,200.00 | .0% |
| TOTAL POLICE | 2,328,280 | 0 | 2,328,280 | 537,265.33 | .00 | 1,791,014.67 | 23.1% |
| 101320 FIRE | | | | | | | |
| <u>101320 64003 FIRE CHIEF SALARY</u> | 89,469 | 0 | 89,469 | 20,798.04 | .00 | 68,670.96 | 23.2% |
| <u>101320 64020 PART TIME SALARIES</u> | 120,925 | 0 | 120,925 | 2,250.00 | .00 | 118,675.00 | 1.9% |
| <u>101320 64043 ON-CALL FIREFIGHTE</u> | 16,320 | 0 | 16,320 | 13,090.00 | .00 | 3,230.00 | 80.2% |
| <u>101320 64095 ACCIDENT & HEALTH</u> | 2,072 | 0 | 2,072 | 2,072.00 | .00 | .00 | 100.0% |
| <u>101320 65010 POSTAGE</u> | 0 | 0 | 0 | .65 | .00 | -.65 | 100.0% |
| <u>101320 65020 TELEPHONE & INTERN</u> | 8,160 | 0 | 8,160 | 1,828.17 | .00 | 6,331.83 | 22.4% |
| <u>101320 65040 EDUCATIONAL/MEETIN</u> | 2,085 | 0 | 2,085 | 76.44 | .00 | 2,008.56 | 3.7% |
| <u>101320 65045 TRAINING</u> | 4,650 | 0 | 4,650 | 845.00 | .00 | 3,805.00 | 18.2% |
| <u>101320 65046 HEALTH/PHYSICAL</u> | 2,618 | 0 | 2,618 | 1,200.00 | .00 | 1,418.00 | 45.8% |
| <u>101320 65200 ELECTRICITY</u> | 8,688 | 0 | 8,688 | 1,143.73 | .00 | 7,544.27 | 13.2% |
| <u>101320 65220 WATER</u> | 302 | 0 | 302 | 73.30 | .00 | 228.70 | 24.3% |
| <u>101320 65230 FUEL OIL</u> | 17,000 | 0 | 17,000 | .00 | .00 | 17,000.00 | .0% |
| <u>101320 65250 SEWER</u> | 400 | 0 | 400 | 200.00 | .00 | 200.00 | 50.0% |
| <u>101320 65300 MACHINE & EQUIPMEN</u> | 29,029 | 0 | 29,029 | 4,116.31 | .00 | 24,912.69 | 14.2% |
| <u>101320 65302 PROTECTIVE & SAFET</u> | 3,660 | 0 | 3,660 | 985.00 | .00 | 2,675.00 | 26.9% |
| <u>101320 65311 GAS, GREASE, & OIL</u> | 7,185 | 0 | 7,185 | 1,393.02 | .00 | 5,791.98 | 19.4% |
| <u>101320 65312 TIRES & TUBES</u> | 1,200 | 0 | 1,200 | 942.60 | .00 | 257.40 | 78.6% |
| <u>101320 65330 RADIO MAINTENANCE</u> | 4,657 | 0 | 4,657 | 142.00 | .00 | 4,515.00 | 3.0% |
| <u>101320 65480 OTHER PROFESSIONAL</u> | 7,156 | 0 | 7,156 | 6,055.78 | .00 | 1,100.22 | 84.6% |
| <u>101320 65500 MAINTENANCE OF BLD</u> | 15,335 | 0 | 15,335 | 4,780.65 | .00 | 10,554.35 | 31.2% |
| <u>101320 66010 OFFICE SUPPLIES</u> | 672 | 0 | 672 | .00 | .00 | 672.00 | .0% |
| <u>101320 66020 BOOKS/SUBSCRIPTION</u> | 200 | 0 | 200 | 39.15 | .00 | 160.85 | 19.6% |
| <u>101320 66040 JANITORIAL SUPPLIE</u> | 600 | 0 | 600 | .00 | .00 | 600.00 | .0% |
| <u>101320 67505 EXTINGUISHER MAINT</u> | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |

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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| <u>101320 67515 LANTERNS & BATTERI</u> | 200 | 0 | 200 | 32.99 | .00 | 167.01 | 16.5% |
| <u>101320 67520 OPERATING EQUIPMEN</u> | 8,000 | 0 | 8,000 | 4,994.46 | .00 | 3,005.54 | 62.4% |
| TOTAL FIRE | 351,083 | 0 | 351,083 | 67,059.29 | .00 | 284,023.71 | 19.1% |
| <hr/> 101330 STREETLIGHTS | | | | | | | |
| <u>101330 65200 ELECTRICITY - STRE</u> | 45,000 | 0 | 45,000 | 6,501.33 | .00 | 38,498.67 | 14.4% |
| <u>101330 65300 MACHINE & EQUIPMEN</u> | 10,000 | 0 | 10,000 | 3,545.00 | .00 | 6,455.00 | 35.5% |
| TOTAL STREETLIGHTS | 55,000 | 0 | 55,000 | 10,046.33 | .00 | 44,953.67 | 18.3% |
| <hr/> 101340 HYDRANT RENTALS | | | | | | | |
| <u>101340 65300 HYDRANT RENT MACHI</u> | 261,804 | 0 | 261,804 | .00 | .00 | 261,804.00 | .0% |
| TOTAL HYDRANT RENTALS | 261,804 | 0 | 261,804 | .00 | .00 | 261,804.00 | .0% |
| <hr/> 101410 HIGHWAY | | | | | | | |
| <u>101410 64004 HIGHWAY 35% COMM S</u> | 33,835 | 0 | 33,835 | 7,865.29 | .00 | 25,969.71 | 23.2% |
| <u>101410 64010 FULL TIME SALARIES</u> | 502,797 | 0 | 502,797 | 102,011.39 | .00 | 400,785.61 | 20.3% |
| <u>101410 64015 ADMINISTRATIVE ASS</u> | 50,965 | 0 | 50,965 | 11,760.00 | .00 | 39,205.00 | 23.1% |
| <u>101410 64029 OVERTIME - SNOW &</u> | 75,000 | 0 | 75,000 | .00 | .00 | 75,000.00 | .0% |
| <u>101410 64030 OVERTIME</u> | 7,200 | 0 | 7,200 | 2,498.12 | .00 | 4,701.88 | 34.7% |
| <u>101410 65010 POSTAGE</u> | 500 | 0 | 500 | 4.50 | .00 | 495.50 | .9% |
| <u>101410 65020 TELEPHONE & INTERN</u> | 4,200 | 0 | 4,200 | 1,030.25 | .00 | 3,169.75 | 24.5% |
| <u>101410 65030 TRANSPORTATION</u> | 750 | 0 | 750 | .00 | .00 | 750.00 | .0% |
| <u>101410 65040 EDUCATIONAL/MEETIN</u> | 4,000 | 0 | 4,000 | 359.68 | .00 | 3,640.32 | 9.0% |
| <u>101410 65060 PRINTING</u> | 600 | 0 | 600 | .00 | .00 | 600.00 | .0% |
| <u>101410 65080 LEGAL NOTICES/OTHE</u> | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| <u>101410 65200 ELECTRICITY</u> | 4,100 | 0 | 4,100 | 639.07 | .00 | 3,460.93 | 15.6% |
| <u>101410 65220 WATER</u> | 2,500 | 0 | 2,500 | .00 | .00 | 2,500.00 | .0% |
| <u>101410 65230 FUEL OIL</u> | 7,000 | 0 | 7,000 | 957.88 | .00 | 6,042.12 | 13.7% |
| <u>101410 65250 SEWER</u> | 350 | 0 | 350 | 100.00 | .00 | 250.00 | 28.6% |
| <u>101410 65300 MACHINE & EQUIPMEN</u> | 18,000 | 0 | 18,000 | 4,045.65 | .00 | 13,954.35 | 22.5% |
| <u>101410 65302 PROTECTIVE & SAFET</u> | 3,000 | 0 | 3,000 | 224.66 | .00 | 2,775.34 | 7.5% |
| <u>101410 65303 FACILITY SAFETY IN</u> | 1,250 | 0 | 1,250 | 362.98 | .00 | 887.02 | 29.0% |

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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| <u>101410 65310 VEHICLE MAINTENANC</u> | 16,000 | 0 | 16,000 | 3,853.54 | .00 | 12,146.46 | 24.1% |
| <u>101410 65311 GAS, GREASE, & OIL</u> | 52,000 | 0 | 52,000 | 10,686.06 | .00 | 41,313.94 | 20.6% |
| <u>101410 65312 TIRES & TUBES</u> | 8,000 | 0 | 8,000 | 773.60 | .00 | 7,226.40 | 9.7% |
| <u>101410 65450 TARRING & PATCHING</u> | 12,000 | 0 | 12,000 | 7,644.74 | .00 | 4,355.26 | 63.7% |
| <u>101410 65452 SALT</u> | 140,000 | 0 | 140,000 | .00 | .00 | 140,000.00 | .0% |
| <u>101410 65454 SAND</u> | 2,100 | 0 | 2,100 | .00 | .00 | 2,100.00 | .0% |
| <u>101410 65456 GRAVEL & FILL</u> | 3,000 | 0 | 3,000 | .00 | .00 | 3,000.00 | .0% |
| <u>101410 65458 DRAINAGE SUPPLIES</u> | 5,000 | 0 | 5,000 | 3,134.65 | .00 | 1,865.35 | 62.7% |
| <u>101410 65460 SIGNS</u> | 10,000 | 0 | 10,000 | 702.88 | .00 | 9,297.12 | 7.0% |
| <u>101410 65462 STRIPING</u> | 38,000 | 0 | 38,000 | 27,845.85 | .00 | 10,154.15 | 73.3% |
| <u>101410 65466 SNOW REMOVAL EQUIP</u> | 0 | 0 | 0 | 21.59 | .00 | -21.59 | 100.0% |
| <u>101410 65480 OTHER PROFESSIONAL</u> | 28,000 | 0 | 28,000 | 11,845.00 | .00 | 16,155.00 | 42.3% |
| <u>101410 65500 MAINTENANCE OF BLD</u> | 6,500 | 0 | 6,500 | .00 | .00 | 6,500.00 | .0% |
| <u>101410 65501 OTHER PROF SVCS -</u> | 4,400 | 0 | 4,400 | .00 | .00 | 4,400.00 | .0% |
| <u>101410 65521 UNIFORMS</u> | 18,500 | 0 | 18,500 | 3,392.99 | .00 | 15,107.01 | 18.3% |
| <u>101410 65522 C.D.L PROGRAMS</u> | 850 | 0 | 850 | .00 | .00 | 850.00 | .0% |
| <u>101410 66009 SHOP SUPPLIES</u> | 16,500 | 0 | 16,500 | 4,306.61 | .00 | 12,193.39 | 26.1% |
| <u>101410 66010 OFFICE SUPPLIES</u> | 800 | 0 | 800 | 62.67 | .00 | 737.33 | 7.8% |
| <u>101410 66011 HAND TOOLS</u> | 600 | 0 | 600 | 341.05 | .00 | 258.95 | 56.8% |
| <u>101410 66020 BOOKS/SUBSCRIPTION</u> | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| <u>101410 66030 OTHER SUPPLIES</u> | 400 | 0 | 400 | .00 | .00 | 400.00 | .0% |
| <u>101410 66040 JANITORIAL SUPPLIE</u> | 7,500 | 0 | 7,500 | 1,629.13 | .00 | 5,870.87 | 21.7% |
| <u>101410 67514 PLANT EQUIPMENT</u> | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| <u>101410 67518 RENTAL EQUIPMENT</u> | 3,000 | 0 | 3,000 | .00 | .00 | 3,000.00 | .0% |
| <u>101410 67520 OPERATING EQUIPMEN</u> | 2,000 | 0 | 2,000 | .00 | .00 | 2,000.00 | .0% |
| <u>101410 67540 IMPROVEMENTS TO BL</u> | 2,000 | 0 | 2,000 | 1,905.00 | .00 | 95.00 | 95.3% |
| TOTAL HIGHWAY | 1,096,697 | 0 | 1,096,697 | 210,004.83 | .00 | 886,692.17 | 19.1% |
| <hr/> | | | | | | | |
| 101520 GENERAL ASSISTANCE | | | | | | | |
| <u>101520 65480 OTHER PROF SERVICE</u> | 50,000 | 0 | 50,000 | 17,204.03 | .00 | 32,795.97 | 34.4% |
| TOTAL GENERAL ASSISTANCE | 50,000 | 0 | 50,000 | 17,204.03 | .00 | 32,795.97 | 34.4% |
| <hr/> | | | | | | | |
| 101530 PUBLIC HEALTH SERVICE | | | | | | | |
| <u>101530 64020 PART TIME SALARIES</u> | 520 | 0 | 520 | 90.00 | .00 | 430.00 | 17.3% |
| TOTAL PUBLIC HEALTH SERVICE | 520 | 0 | 520 | 90.00 | .00 | 430.00 | 17.3% |
| <hr/> | | | | | | | |
| 101540 COMMUNITY AGENCIES | | | | | | | |

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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| <u>101540 65479 FAIR TIDE</u> | 1,800 | 0 | 1,800 | .00 | .00 | 1,800.00 | .0% |
| <u>101540 65482 AIDS RESPONSE SEAC</u> | 965 | 0 | 965 | .00 | .00 | 965.00 | .0% |
| <u>101540 65487 CARING UNLIMITED</u> | 0 | 0 | 0 | 2,847.00 | .00 | -2,847.00 | 100.0% |
| <u>101540 65492 YORK COUNTY COMMUN</u> | 2,500 | 0 | 2,500 | 2,500.00 | .00 | .00 | 100.0% |
| <u>101540 65497 SO MAINE AREA AGEN</u> | 1,400 | 0 | 1,400 | 1,400.00 | .00 | .00 | 100.0% |
| <u>101540 65499 CROSSROADS HOUSE,</u> | 2,000 | 0 | 2,000 | 2,000.00 | .00 | .00 | 100.0% |
| <u>101540 65526 GARDEN CLUB</u> | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| <u>101540 65528 SO. MAINE VET MEM</u> | 200 | 0 | 200 | 200.00 | .00 | .00 | 100.0% |
| TOTAL COMMUNITY AGENCIES | 9,165 | 0 | 9,165 | 8,947.00 | .00 | 218.00 | 97.6% |
| | | | | | | | |
| 101720 PLANNING BOARD & BOA | <hr/> | | | | | | |
| <u>101720 65010 POSTAGE</u> | 300 | 0 | 300 | 30.60 | .00 | 269.40 | 10.2% |
| <u>101720 65040 EDUCATIONAL/MEETIN</u> | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| <u>101720 65060 PRINTING</u> | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| <u>101720 65080 LEGAL NOTICES & OT</u> | 1,750 | 0 | 1,750 | 417.04 | .00 | 1,332.96 | 23.8% |
| <u>101720 65480 OTHER PROFESSIONAL</u> | 2,500 | 0 | 2,500 | .00 | .00 | 2,500.00 | .0% |
| <u>101720 66010 OFFICE SUPPLIES</u> | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| <u>101720 66026 SMRPC MEMBERSHIP</u> | 5,500 | 0 | 5,500 | 5,520.00 | .00 | -20.00 | 100.4% |
| TOTAL PLANNING BOARD & BOA | 12,050 | 0 | 12,050 | 5,967.64 | .00 | 6,082.36 | 49.5% |
| | | | | | | | |
| 101721 PLANNING / CODE | <hr/> | | | | | | |
| <u>101721 64005 CODE ENFORCEMENT S</u> | 66,700 | 0 | 66,700 | 30,497.29 | .00 | 36,202.71 | 45.7% |
| <u>101721 64006 PLANNER SALARY</u> | 61,350 | 0 | 61,350 | 14,157.74 | .00 | 47,192.26 | 23.1% |
| <u>101721 64010 DEVELOPMENT STAFF</u> | 40,432 | 0 | 40,432 | 3,906.26 | .00 | 36,525.74 | 9.7% |
| <u>101721 64018 ASST CODE ENFORCEM</u> | 53,302 | 0 | 53,302 | 2,904.00 | .00 | 50,398.00 | 5.4% |
| <u>101721 64030 OVERTIME</u> | 0 | 0 | 0 | 250.13 | .00 | -250.13 | 100.0% |
| <u>101721 64042 DIRECTOR OF PLANNI</u> | 99,323 | 0 | 99,323 | 23,088.85 | .00 | 76,234.15 | 23.2% |
| <u>101721 65010 POSTAGE</u> | 600 | 0 | 600 | 99.55 | .00 | 500.45 | 16.6% |
| <u>101721 65020 TELEPHONE & INTERN</u> | 1,350 | 0 | 1,350 | 614.26 | .00 | 735.74 | 45.5% |
| <u>101721 65030 TRANSPORTATION</u> | 1,000 | 0 | 1,000 | 256.64 | .00 | 743.36 | 25.7% |
| <u>101721 65040 EDUCATIONAL/MEETIN</u> | 3,000 | 0 | 3,000 | 290.00 | .00 | 2,710.00 | 9.7% |
| <u>101721 65060 PRINTING</u> | 800 | 0 | 800 | 125.00 | .00 | 675.00 | 15.6% |
| <u>101721 65070 MAPS</u> | 3,300 | 0 | 3,300 | .00 | .00 | 3,300.00 | .0% |
| <u>101721 65080 LEGAL NOTICES & OT</u> | 0 | 0 | 0 | 356.09 | .00 | -356.09 | 100.0% |
| <u>101721 65300 MACHINE & EQUIPMEN</u> | 2,000 | 0 | 2,000 | 3,686.21 | .00 | -1,686.21 | 184.3% |

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|-----------------------|-------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|--------|
| 101721 | 65310 | VEHICLE MAINTENANC | 300 | 0 | 300 | 108.14 | .00 | 191.86 | 36.0% |
| 101721 | 65311 | GAS, GREASE, & OIL | 540 | 0 | 540 | 113.49 | .00 | 426.51 | 21.0% |
| 101721 | 65400 | LEGAL SERVICES | 9,000 | 0 | 9,000 | 792.00 | .00 | 8,208.00 | 8.8% |
| 101721 | 65410 | COMPUTER SERVICES | 14,840 | 0 | 14,840 | .00 | .00 | 14,840.00 | .0% |
| 101721 | 65411 | BOARD OF ASSESMEN | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 101721 | 65423 | PERSONAL PROPERTY | 10,000 | 0 | 10,000 | .00 | .00 | 10,000.00 | .0% |
| 101721 | 65425 | VISION INTERNET | 9,475 | 0 | 9,475 | 8,889.00 | .00 | 586.00 | 93.8% |
| 101721 | 65480 | OTHER PROFESSIONAL | 140,000 | 0 | 140,000 | 33,001.27 | .00 | 106,998.73 | 23.6% |
| 101721 | 65521 | UNIFORMS | 350 | 0 | 350 | .00 | .00 | 350.00 | .0% |
| 101721 | 66010 | OFFICE SUPPLIES | 1,100 | 0 | 1,100 | 456.94 | .00 | 643.06 | 41.5% |
| 101721 | 66020 | BOOKS/SUBSCRIPTION | 700 | 0 | 700 | .00 | .00 | 700.00 | .0% |
| 101721 | 66030 | OTHER SUPPLIES | 250 | 0 | 250 | .00 | .00 | 250.00 | .0% |
| 101721 | 66035 | ABSTRACTS & LIENS | 800 | 0 | 800 | 194.36 | .00 | 605.64 | 24.3% |
| 101721 | 67510 | OFFICE FURNITURE & | 750 | 0 | 750 | 20.59 | .00 | 729.41 | 2.7% |
| TOTAL PLANNING / CODE | | 521,462 | 0 | 521,462 | 123,807.81 | .00 | 397,654.19 | 23.7% | |
| 101730 IN TOWN PARKS | | | | | | | | | |
| 101730 | 64007 | PARKS 10% COMM SAL | 9,667 | 0 | 9,667 | 2,247.24 | .00 | 7,419.76 | 23.2% |
| 101730 | 64010 | FULL TIME SALARIES | 49,270 | 0 | 49,270 | 11,092.85 | .00 | 38,177.15 | 22.5% |
| 101730 | 64020 | PART TIME SALARIES | 43,740 | 0 | 43,740 | 6,834.64 | .00 | 36,905.36 | 15.6% |
| 101730 | 64030 | OVERTIME | 1,356 | 0 | 1,356 | 144.15 | .00 | 1,211.85 | 10.6% |
| 101730 | 65040 | EDUCATIONAL/MEETIN | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101730 | 65060 | PRINTING | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101730 | 65080 | LEGAL NOTICES/OTHE | 150 | 0 | 150 | .00 | .00 | 150.00 | .0% |
| 101730 | 65200 | ELECTRICITY | 1,538 | 0 | 1,538 | 215.02 | .00 | 1,322.98 | 14.0% |
| 101730 | 65220 | WATER | 7,400 | 0 | 7,400 | 657.58 | .00 | 6,742.42 | 8.9% |
| 101730 | 65300 | MACHINE & EQUIPMEN | 2,000 | 0 | 2,000 | 65.25 | .00 | 1,934.75 | 3.3% |
| 101730 | 65302 | PROTECTIVE & SAFET | 350 | 0 | 350 | 52.43 | .00 | 297.57 | 15.0% |
| 101730 | 65303 | FACILITY SAFETY IN | 625 | 0 | 625 | 100.00 | .00 | 525.00 | 16.0% |
| 101730 | 65310 | VEHICLE MAINTENANC | 1,000 | 0 | 1,000 | 257.02 | .00 | 742.98 | 25.7% |
| 101730 | 65311 | GAS, GREASE, & OIL | 5,500 | 0 | 5,500 | 1,244.70 | .00 | 4,255.30 | 22.6% |
| 101730 | 65312 | TIRES & TUBES | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 101730 | 65457 | LOAM & SOD | 3,000 | 0 | 3,000 | .00 | .00 | 3,000.00 | .0% |
| 101730 | 65480 | OTHER PROFESSIONAL | 26,000 | 0 | 26,000 | 9,394.00 | .00 | 16,606.00 | 36.1% |
| 101730 | 65500 | MAINTENANCE OF BLD | 1,000 | 0 | 1,000 | 361.49 | .00 | 638.51 | 36.1% |
| 101730 | 65521 | UNIFORMS | 400 | 0 | 400 | 400.00 | .00 | .00 | 100.0% |
| 101730 | 66011 | HAND TOOLS | 150 | 0 | 150 | 117.99 | .00 | 32.01 | 78.7% |
| 101730 | 66030 | OTHER SUPPLIES | 150 | 0 | 150 | .00 | .00 | 150.00 | .0% |
| 101730 | 66040 | JANITORIAL SUPPLIE | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101730 | 67520 | OPERATING EQUIPMEN | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |

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TOWN OF KITTEERY - LIVE
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FOR 2020 03

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| TOTAL IN TOWN PARKS | 155,596 | 0 | 155,596 | 33,184.36 | .00 | 122,411.64 | 21.3% |
| 101735 FT FOSTER SEAPOINT & CRESCENT | | | | | | | |
| 101735 64007 PARKS 15% COMM SAL | 14,501 | 0 | 14,501 | 3,370.80 | .00 | 11,130.20 | 23.2% |
| 101735 64010 FULL TIME SALARIES | 51,518 | 0 | 51,518 | 11,889.60 | .00 | 39,628.40 | 23.1% |
| 101735 64020 PART TIME SALARIES | 55,916 | 0 | 55,916 | 21,046.22 | .00 | 34,869.78 | 37.6% |
| 101735 64030 OVERTIME | 6,920 | 0 | 6,920 | 9,292.55 | .00 | -2,372.55 | 134.3% |
| 101735 65020 TELEPHONE & INTERN | 1,400 | 0 | 1,400 | 357.63 | .00 | 1,042.37 | 25.5% |
| 101735 65040 EDUCATIONAL/MEETIN | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101735 65060 PRINTING | 3,500 | 0 | 3,500 | 1,459.05 | .00 | 2,040.95 | 41.7% |
| 101735 65080 LEGAL NOTICES/OTHE | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 101735 65200 ELECTRICITY | 513 | 0 | 513 | 27.39 | .00 | 485.61 | 5.3% |
| 101735 65220 WATER | 600 | 0 | 600 | .00 | .00 | 600.00 | .0% |
| 101735 65300 MACHINE & EQUIPMEN | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| 101735 65302 PROTECTIVE & SAFET | 600 | 0 | 600 | 40.11 | .00 | 559.89 | 6.7% |
| 101735 65303 FACILITY SAFETY IN | 625 | 0 | 625 | 100.00 | .00 | 525.00 | 16.0% |
| 101735 65310 VEHICLE MAINTENANC | 1,000 | 0 | 1,000 | 257.02 | .00 | 742.98 | 25.7% |
| 101735 65311 GAS, GREASE, & OIL | 5,500 | 0 | 5,500 | 276.26 | .00 | 5,223.74 | 5.0% |
| 101735 65312 TIRES & TUBES | 700 | 0 | 700 | .00 | .00 | 700.00 | .0% |
| 101735 65480 OTHER PROFESSIONAL | 4,000 | 0 | 4,000 | .00 | .00 | 4,000.00 | .0% |
| 101735 65500 MAINTENANCE OF BLD | 4,500 | 0 | 4,500 | 786.93 | .00 | 3,713.07 | 17.5% |
| 101735 65510 PAINTING | 400 | 0 | 400 | .00 | .00 | 400.00 | .0% |
| 101735 65521 UNIFORMS | 700 | 0 | 700 | 400.00 | .00 | 300.00 | 57.1% |
| 101735 66011 HAND TOOLS | 150 | 0 | 150 | 139.98 | .00 | 10.02 | 93.3% |
| 101735 66030 OTHER SUPPLIES | 900 | 0 | 900 | 8.90 | .00 | 891.10 | 1.0% |
| 101735 66040 JANITORIAL SUPPLIE | 4,500 | 0 | 4,500 | 3,331.54 | .00 | 1,168.46 | 74.0% |
| 101735 67520 OPERATING EQUIPMEN | 1,200 | 0 | 1,200 | 986.20 | .00 | 213.80 | 82.2% |
| 101735 67575 SEAPOINT BEACH | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| TOTAL FT FOSTER SEAPOINT & CRESCENT | 161,643 | 0 | 161,643 | 53,770.18 | .00 | 107,872.82 | 33.3% |
| 101740 MISCELLANEOUS ACCOUNTS | | | | | | | |
| 101740 65023 EPA STORMWATER 4 P | 19,600 | 0 | 19,600 | 7,299.83 | .00 | 12,300.17 | 37.2% |
| 101740 65025 COMPUTER REPAIR/RE | 45,000 | 0 | 45,000 | 21,242.37 | .00 | 23,757.63 | 47.2% |
| 101740 65455 MEMORIAL DAY ACTIV | 700 | 0 | 700 | .00 | .00 | 700.00 | .0% |
| 101740 65951 SHELLFISH CONSERVA | 3,560 | 0 | 3,560 | .00 | .00 | 3,560.00 | .0% |
| 101740 66036 CONSERVATION COMMI | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |

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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 101740 68427 SELF INSURANCE CLA | 0 | 0 | 0 | 1,600.00 | .00 | -1,600.00 | 100.0% |
| 101740 68525 MOSQUITO/TICK CONT | 36,750 | 0 | 36,750 | 31,237.50 | .00 | 5,512.50 | 85.0% |
| 101740 68532 GIS WEB ACCOUNT | 3,400 | 0 | 3,400 | .00 | .00 | 3,400.00 | .0% |
| 101740 69200 PSAP PAID TO YORK | 30,000 | 0 | 30,000 | .00 | .00 | 30,000.00 | .0% |
| TOTAL MISCELLANEOUS ACCOUNTS | 139,510 | 0 | 139,510 | 61,379.70 | .00 | 78,130.30 | 44.0% |
| 101750 STATE/BANK FEES | | | | | | | |
| 101750 65952 OVERAGE/SHORTAGE | 0 | 0 | 0 | -.10 | .00 | .10 | 100.0% |
| 101750 65954 BANK FEES/CHARGES | 600 | 0 | 600 | .00 | .00 | 600.00 | .0% |
| TOTAL STATE/BANK FEES | 600 | 0 | 600 | -.10 | .00 | 600.10 | .0% |
| 101760 CAPITAL IMPROVEMENT PLAN | | | | | | | |
| 101760 68751 CIP DEPT CAPITAL R | 0 | 0 | 0 | 1,988,517.00 | .00 | -1,988,517.00 | 100.0% |
| TOTAL CAPITAL IMPROVEMENT PLAN | 0 | 0 | 0 | 1,988,517.00 | .00 | -1,988,517.00 | 100.0% |
| 101770 FRISBEE SCHOOL TOWN | | | | | | | |
| 101770 66040 JANITORIAL SUPPLIE | 3,500 | 0 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| TOTAL FRISBEE SCHOOL TOWN | 3,500 | 0 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| 101810 LIBRARY | | | | | | | |
| 101810 43221 LIB FINES/FEES & N | 0 | 0 | 0 | -1,076.62 | .00 | 1,076.62 | 100.0% |
| 101810 43222 LIBRARY RENTAL INC | 0 | 0 | 0 | -550.00 | .00 | 550.00 | 100.0% |
| 101810 43591 LIBRARY GRANTS & D | 0 | 0 | 0 | -1,500.00 | .00 | 1,500.00 | 100.0% |
| 101810 43593 LIBRARY COPIES/SAL | 0 | 0 | 0 | -559.28 | .00 | 559.28 | 100.0% |
| 101810 64010 FULL TIME SALARIES | 179,214 | 0 | 179,214 | 39,668.35 | .00 | 139,545.65 | 22.1% |
| 101810 65002 LIBRARY DIRECTOR | 80,126 | 0 | 80,126 | 18,490.57 | .00 | 61,635.43 | 23.1% |
| 101810 65003 LIBRARY PART TIME | 10,140 | 0 | 10,140 | 3,943.36 | .00 | 6,196.64 | 38.9% |
| 101810 65010 POSTAGE | 1,250 | 0 | 1,250 | 25.62 | .00 | 1,224.38 | 2.0% |

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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| <u>101810 65020 TELEPHONE & INTERN</u> | 1,200 | 0 | 1,200 | 318.41 | .00 | 881.59 | 26.5% |
| <u>101810 65060 PRINTING</u> | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| <u>101810 65200 ELECTRICITY</u> | 7,175 | 0 | 7,175 | 1,650.62 | .00 | 5,524.38 | 23.0% |
| <u>101810 65220 WATER</u> | 1,800 | 0 | 1,800 | 73.30 | .00 | 1,726.70 | 4.1% |
| <u>101810 65230 FUEL OIL</u> | 9,500 | 0 | 9,500 | .00 | .00 | 9,500.00 | .0% |
| <u>101810 65250 SEWER</u> | 0 | 0 | 0 | 199.87 | .00 | -199.87 | 100.0% |
| <u>101810 65300 MACHINE & EQUIPMEN</u> | 0 | 0 | 0 | 300.00 | .00 | -300.00 | 100.0% |
| <u>101810 65340 LIBRARY E-BOOKS</u> | 2,060 | 0 | 2,060 | .00 | .00 | 2,060.00 | .0% |
| <u>101810 65341 LIBRARY AUDIO VISU</u> | 14,420 | 0 | 14,420 | 1,640.02 | .00 | 12,779.98 | 11.4% |
| <u>101810 65342 LIBRARY COPIER EXP</u> | 3,000 | 0 | 3,000 | 398.80 | .00 | 2,601.20 | 13.3% |
| <u>101810 65431 PROFESSIONAL DUES</u> | 1,000 | 0 | 1,000 | 79.00 | .00 | 921.00 | 7.9% |
| <u>101810 65432 LIBRARY TECHNOLOGY</u> | 11,639 | 0 | 11,639 | 4,283.16 | .00 | 7,355.84 | 36.8% |
| <u>101810 65433 LIBRARY PROGRAMS</u> | 16,480 | 0 | 16,480 | 4,174.71 | .00 | 12,305.29 | 25.3% |
| <u>101810 65435 CONFERENCES & WORK</u> | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| <u>101810 65480 OTHER PROF SERV -</u> | 1,560 | 0 | 1,560 | .00 | .00 | 1,560.00 | .0% |
| <u>101810 65500 MAINTENANCE OF BLD</u> | 6,000 | 0 | 6,000 | 1,602.43 | .00 | 4,397.57 | 26.7% |
| <u>101810 65505 REPAIRS</u> | 13,000 | 0 | 13,000 | 1,325.08 | .00 | 11,674.92 | 10.2% |
| <u>101810 65803 MISCELLANEOUS</u> | 1,650 | 0 | 1,650 | 98.73 | .00 | 1,551.27 | 6.0% |
| <u>101810 66010 OFFICE SUPPLIES</u> | 2,500 | 0 | 2,500 | 617.89 | .00 | 1,882.11 | 24.7% |
| <u>101810 66020 BOOKS/SUBSCRIPTION</u> | 49,999 | 0 | 49,999 | 8,020.87 | .00 | 41,978.13 | 16.0% |
| <u>101810 67510 OFFICE FURNITURE &</u> | 3,500 | 0 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| TOTAL LIBRARY | 418,413 | 0 | 418,413 | 83,224.89 | .00 | 335,188.11 | 19.9% |
| 101830 RECREATION | | | | | | | |
| <u>101830 43589 PRE-SCHOOL GARDEN</u> | 0 | 0 | 0 | -300.00 | .00 | 300.00 | 100.0% |
| <u>101830 64008 RECREATION DIRECTO</u> | 81,172 | 0 | 81,172 | 18,670.80 | .00 | 62,501.20 | 23.0% |
| <u>101830 64009 ASST DIRECTOR/GEN</u> | 59,000 | 0 | 59,000 | 13,497.60 | .00 | 45,502.40 | 22.9% |
| <u>101830 64010 EARLY CHILDHOOD SU</u> | 42,920 | 0 | 42,920 | 9,902.41 | .00 | 33,017.59 | 23.1% |
| <u>101830 64012 RECREATION SUPERVI</u> | 46,049 | 0 | 46,049 | 10,627.23 | .00 | 35,421.77 | 23.1% |
| <u>101830 64013 ASST EARLY CHILDCA</u> | 36,019 | 0 | 36,019 | 8,313.60 | .00 | 27,705.40 | 23.1% |
| <u>101830 64014 LEAD TEACHERS</u> | 61,833 | 0 | 61,833 | 10,187.13 | .00 | 51,645.87 | 16.5% |
| <u>101830 64015 SPORTS COORDINATOR</u> | 37,467 | 0 | 37,467 | 8,644.83 | .00 | 28,822.17 | 23.1% |
| <u>101830 64016 RECEPTIONISTS</u> | 54,911 | 0 | 54,911 | 11,454.48 | .00 | 43,456.52 | 20.9% |
| <u>101830 64017 BOOKKEEPER/SECRETA</u> | 22,277 | 0 | 22,277 | 4,441.07 | .00 | 17,835.93 | 19.9% |
| <u>101830 64020 PT SAFE SCHOOL YEA</u> | 23,872 | 0 | 23,872 | 1,382.23 | .00 | 22,489.77 | 5.8% |
| <u>101830 64021 SAFE SUMMER SALARI</u> | 62,958 | 0 | 62,958 | 51,222.18 | .00 | 11,735.82 | 81.4% |
| <u>101830 64024 FT CUSTODIANS</u> | 37,467 | 0 | 37,467 | 8,644.80 | .00 | 28,822.20 | 23.1% |
| <u>101830 64025 PRE-SCHOOL STAFF S</u> | 132,294 | 0 | 132,294 | 30,027.67 | .00 | 102,266.33 | 22.7% |
| <u>101830 64027 CUSTODIAN WAGES</u> | 32,929 | 0 | 32,929 | 6,631.57 | .00 | 26,297.43 | 20.1% |
| <u>101830 64028 THEATRE TECHNICIAN</u> | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |

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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| <u>101830 64030 OVERTIME</u> | 6,000 | 0 | 6,000 | 715.09 | .00 | 5,284.91 | 11.9% |
| <u>101830 64041 FACILITIES MAINT S</u> | 52,215 | 0 | 52,215 | 12,048.00 | .00 | 40,167.00 | 23.1% |
| <u>101830 65010 POSTAGE</u> | 1,500 | 0 | 1,500 | 640.85 | .00 | 859.15 | 42.7% |
| <u>101830 65020 TELEPHONE & INTERN</u> | 3,300 | 0 | 3,300 | 828.98 | .00 | 2,471.02 | 25.1% |
| <u>101830 65030 TRANSPORTATION</u> | 5,400 | 0 | 5,400 | 2,101.05 | .00 | 3,298.95 | 38.9% |
| <u>101830 65060 PRINTING</u> | 8,500 | 0 | 8,500 | 4,775.00 | .00 | 3,725.00 | 56.2% |
| <u>101830 65200 ELECTRICITY / UTIL</u> | 42,000 | 0 | 42,000 | 7,342.11 | .00 | 34,657.89 | 17.5% |
| <u>101830 65220 WATER</u> | 3,342 | 0 | 3,342 | 587.97 | .00 | 2,754.03 | 17.6% |
| <u>101830 65230 NATURAL GAS</u> | 34,000 | 0 | 34,000 | 1,058.65 | .00 | 32,941.35 | 3.1% |
| <u>101830 65250 SEWER</u> | 2,300 | 0 | 2,300 | 901.20 | .00 | 1,398.80 | 39.2% |
| <u>101830 65300 MACHINE & EQUIPMEN</u> | 3,500 | 0 | 3,500 | 3,107.31 | .00 | 392.69 | 88.8% |
| <u>101830 65310 VEHICLE MAINTENANC</u> | 250 | 0 | 250 | 12.50 | .00 | 237.50 | 5.0% |
| <u>101830 65478 PROGRAM SERVICES</u> | 2,500 | 0 | 2,500 | 1,070.25 | .00 | 1,429.75 | 42.8% |
| <u>101830 65480 OTHER PROFESSIONAL</u> | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| <u>101830 65500 MAINTENANCE OF BLD</u> | 13,000 | 0 | 13,000 | 4,554.12 | .00 | 8,445.88 | 35.0% |
| <u>101830 65521 UNIFORMS</u> | 0 | 0 | 0 | 212.96 | .00 | -212.96 | 100.0% |
| <u>101830 65610 SAFE SCHCOOL YEAR</u> | 3,500 | 0 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| <u>101830 65615 SAFE SUMMER PROGRA</u> | 38,000 | 0 | 38,000 | 34,529.19 | .00 | 3,470.81 | 90.9% |
| <u>101830 65630 INSTRUCTORS-CONTRA</u> | 25,500 | 0 | 25,500 | 4,779.00 | .00 | 20,721.00 | 18.7% |
| <u>101830 65640 SPECIAL EVENTS</u> | 8,500 | 0 | 8,500 | 1,891.57 | .00 | 6,608.43 | 22.3% |
| <u>101830 65650 SENIOR PROGRAMS</u> | 6,000 | 0 | 6,000 | 2,016.00 | .00 | 3,984.00 | 33.6% |
| <u>101830 65670 TEAM EXPENSE</u> | 8,000 | 0 | 8,000 | 155.95 | .00 | 7,844.05 | 1.9% |
| <u>101830 65680 PRESCHOOL PROGRAM</u> | 8,000 | 0 | 8,000 | 3,232.90 | .00 | 4,767.10 | 40.4% |
| <u>101830 65801 CONTRACTED SERVICE</u> | 46,200 | 0 | 46,200 | 18,593.67 | .00 | 27,606.33 | 40.2% |
| <u>101830 65802 ANNEX UTILITIES</u> | 2,500 | 0 | 2,500 | .00 | .00 | 2,500.00 | .0% |
| <u>101830 65803 MISCELLANEOUS</u> | 7,500 | 0 | 7,500 | 328.85 | .00 | 7,171.15 | 4.4% |
| <u>101830 66010 OFFICE SUPPLIES</u> | 3,000 | 0 | 3,000 | 1,778.85 | .00 | 1,221.15 | 59.3% |
| <u>101830 66030 OTHER SUPPLIES</u> | 3,500 | 0 | 3,500 | 161.42 | .00 | 3,338.58 | 4.6% |
| <u>101830 66031 THEATRE SUPPLIES</u> | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| <u>101830 66040 JANITORIAL SUPPLIE</u> | 12,500 | 0 | 12,500 | 2,743.25 | .00 | 9,756.75 | 21.9% |
| TOTAL RECREATION | 1,084,675 | 0 | 1,084,675 | 303,514.29 | .00 | 781,160.71 | 28.0% |
| 101840 HARBORMASTER-K.P.A | | | | | | | |
| <u>101840 64010 HARBOR MASTER FULL</u> | 57,424 | 0 | 57,424 | 13,348.80 | .00 | 44,075.20 | 23.2% |
| <u>101840 64020 PART TIME SALARIES</u> | 14,100 | 0 | 14,100 | 9,888.13 | .00 | 4,211.87 | 70.1% |
| <u>101840 65010 POSTAGE</u> | 500 | 0 | 500 | 2.50 | .00 | 497.50 | .5% |
| <u>101840 65020 TELEPHONE & INTERN</u> | 1,100 | 0 | 1,100 | 419.43 | .00 | 680.57 | 38.1% |
| <u>101840 65030 TRANSPORTATION</u> | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| <u>101840 65200 ELECTRICITY</u> | 1,800 | 0 | 1,800 | 171.69 | .00 | 1,628.31 | 9.5% |
| <u>101840 65220 WATER</u> | 600 | 0 | 600 | 70.68 | .00 | 529.32 | 11.8% |

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TOWN OF KITTEERY - LIVE
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| ACCOUNTS FOR: 1000 | TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED | |
|-----------------------------------|-------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|-------|
| 101840 | 65240 | DUMPSTERS/TRASH RE | 1,000 | 0 | 1,000 | 171.00 | .00 | 829.00 | 17.1% |
| 101840 | 65250 | SEWER | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 101840 | 65305 | BOAT EQUIPMENT MAI | 2,500 | 0 | 2,500 | 1,314.66 | .00 | 1,185.34 | 52.6% |
| 101840 | 65311 | GAS, GREASE, & OIL | 1,000 | 0 | 1,000 | 306.65 | .00 | 693.35 | 30.7% |
| 101840 | 65452 | SAFETY | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 101840 | 65460 | SIGNS | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 101840 | 65462 | RIGGING | 10,000 | 0 | 10,000 | 3,559.38 | .00 | 6,440.62 | 35.6% |
| 101840 | 65463 | SANITATION | 3,500 | 0 | 3,500 | 922.00 | .00 | 2,578.00 | 26.3% |
| 101840 | 65470 | PROFESSIONAL DEVE | 550 | 0 | 550 | .00 | .00 | 550.00 | .0% |
| 101840 | 65480 | OTHER PROFESSIONAL | 2,500 | 0 | 2,500 | 167.10 | .00 | 2,332.90 | 6.7% |
| 101840 | 65500 | MAIN BLDG/GROUNDS | 6,000 | 0 | 6,000 | 1,148.39 | .00 | 4,851.61 | 19.1% |
| 101840 | 65521 | UNIFORMS | 1,000 | 0 | 1,000 | 35.98 | .00 | 964.02 | 3.6% |
| 101840 | 66010 | OFFICE SUPPLIES | 500 | 0 | 500 | 102.96 | .00 | 397.04 | 20.6% |
| 101840 | 66040 | JANITORIAL SUPPLIE | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| TOTAL HARBORMASTER-K.P.A | | 106,574 | 0 | 106,574 | 31,629.35 | .00 | 74,944.65 | 29.7% | |
| 101930 RESOURCE RECOVERY FACILITY | | | | | | | | | |
| 101930 | 64009 | SOLID WASTE 40% CO | 38,668 | 0 | 38,668 | 8,988.96 | .00 | 29,679.04 | 23.2% |
| 101930 | 64010 | FULL TIME SALARIES | 178,149 | 0 | 178,149 | 37,634.20 | .00 | 140,514.80 | 21.1% |
| 101930 | 64030 | OVERTIME | 8,500 | 0 | 8,500 | 1,209.87 | .00 | 7,290.13 | 14.2% |
| 101930 | 65020 | TELEPHONE & INTERN | 2,000 | 0 | 2,000 | 222.93 | .00 | 1,777.07 | 11.1% |
| 101930 | 65030 | TRANSPORTATION | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 101930 | 65040 | EDUCATIONAL/MEETIN | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 101930 | 65060 | PRINTING | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| 101930 | 65090 | ZERO WASTE PROGRAM | 2,500 | 0 | 2,500 | .00 | .00 | 2,500.00 | .0% |
| 101930 | 65200 | ELECTRICITY | 11,275 | 0 | 11,275 | 2,409.13 | .00 | 8,865.87 | 21.4% |
| 101930 | 65220 | WATER | 950 | 0 | 950 | 158.71 | .00 | 791.29 | 16.7% |
| 101930 | 65230 | FUEL OIL | 1,230 | 0 | 1,230 | .00 | .00 | 1,230.00 | .0% |
| 101930 | 65300 | MACHINE & EQUIPMEN | 3,500 | 0 | 3,500 | 572.52 | .00 | 2,927.48 | 16.4% |
| 101930 | 65302 | PROTECTIVE & SAFET | 1,000 | 0 | 1,000 | 13.48 | .00 | 986.52 | 1.3% |
| 101930 | 65303 | FACILITY SAFETY IN | 1,250 | 0 | 1,250 | 391.00 | .00 | 859.00 | 31.3% |
| 101930 | 65311 | GAS, GREASE, & OIL | 12,000 | 0 | 12,000 | 1,678.74 | .00 | 10,321.26 | 14.0% |
| 101930 | 65312 | TIRES & TUBES | 3,000 | 0 | 3,000 | 94.40 | .00 | 2,905.60 | 3.1% |
| 101930 | 65480 | OTHER PROFESSIONAL | 264,500 | 0 | 264,500 | 46,783.44 | .00 | 217,716.56 | 17.7% |
| 101930 | 65500 | MAINTENANCE OF BLD | 8,000 | 0 | 8,000 | .00 | .00 | 8,000.00 | .0% |
| 101930 | 65521 | UNIFORMS | 2,000 | 0 | 2,000 | 1,600.00 | .00 | 400.00 | 80.0% |
| 101930 | 66009 | SHOP SUPPLIES | 6,000 | 0 | 6,000 | 2,841.31 | .00 | 3,158.69 | 47.4% |
| 101930 | 66010 | OFFICE SUPPLIES | 250 | 0 | 250 | 66.65 | .00 | 183.35 | 26.7% |
| 101930 | 66011 | HAND TOOLS | 200 | 0 | 200 | 100.00 | .00 | 100.00 | 50.0% |
| 101930 | 66030 | OTHER SUPPLIES | 250 | 0 | 250 | 57.36 | .00 | 192.64 | 22.9% |

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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101930 66040 JANITORIAL SUPPLIE | 1,400 | 0 | 1,400 | 397.49 | .00 | 1,002.51 | 28.4% |
| 101930 67516 PLANT EQUIPMENT MA | 12,500 | 0 | 12,500 | .00 | .00 | 12,500.00 | .0% |
| 101930 67553 ASPHALT SURFACE MA | 7,500 | 0 | 7,500 | .00 | .00 | 7,500.00 | .0% |
| TOTAL RESOURCE RECOVERY FACILITY | 569,322 | 0 | 569,322 | 105,220.19 | .00 | 464,101.81 | 18.5% |
| 103000 SHARED EXPENSES - OTHER INSURA | | | | | | | |
| 103000 64060 FICA EMPLOYER SHAR | 427,088 | 0 | 427,088 | 94,180.59 | .00 | 332,907.41 | 22.1% |
| 103000 64070 WORKERS' COMP INSU | 150,000 | 0 | 150,000 | 14,314.45 | .00 | 135,685.55 | 9.5% |
| 103000 64090 RETIRED EMP MEDICA | 202,988 | 0 | 202,988 | 53,695.98 | .00 | 149,292.02 | 26.5% |
| 103000 64092 DISABILITY INSURAN | 32,000 | 0 | 32,000 | 7,804.32 | .00 | 24,195.68 | 24.4% |
| 103000 65101 MMA RISK POOL | 176,077 | 0 | 176,077 | 89,302.00 | .00 | 86,775.00 | 50.7% |
| 103000 65115 UNEMPLOYMENT COMPE | 0 | 0 | 0 | 8,647.61 | .00 | -8,647.61 | 100.0% |
| 103000 65150 MISCELLANEOUS INSU | 4,600 | 0 | 4,600 | 1,443.00 | .00 | 3,157.00 | 31.4% |
| 103000 65210 UNION CENTRAL LIFE | 2,800 | 0 | 2,800 | .00 | .00 | 2,800.00 | .0% |
| TOTAL SHARED EXPENSES - OTHER INSURA | 995,553 | 0 | 995,553 | 269,387.95 | .00 | 726,165.05 | 27.1% |
| 103001 SHARED EXPENSE - HEALTH/DENTAL | | | | | | | |
| 103001 64090 MAJOR MEDICAL INSU | 1,160,623 | 0 | 1,160,623 | 326,991.71 | .00 | 833,631.29 | 28.2% |
| 103001 64091 DENTAL INSURANCE | 13,763 | 0 | 13,763 | 2,843.00 | .00 | 10,920.00 | 20.7% |
| TOTAL SHARED EXPENSE - HEALTH/DENTAL | 1,174,386 | 0 | 1,174,386 | 329,834.71 | .00 | 844,551.29 | 28.1% |
| 103002 RETIREMENT | | | | | | | |
| 103002 64050 MAINE STATE RETIRE | 534,577 | 0 | 534,577 | 117,122.59 | .00 | 417,454.41 | 21.9% |
| 103002 64051 ICMA EMPLOYER SHAR | 26,710 | 0 | 26,710 | 4,252.62 | .00 | 22,457.38 | 15.9% |
| TOTAL RETIREMENT | 561,287 | 0 | 561,287 | 121,375.21 | .00 | 439,911.79 | 21.6% |
| 108000 ADULT ED | | | | | | | |
| 108000 69480 ADULT EDUCATION FU | 98,970 | 0 | 98,970 | .00 | .00 | 98,970.00 | .0% |

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FOR 2020 03

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|----------------|--------------|---------------------|-------------|
| TOTAL ADULT ED | 98,970 | 0 | 98,970 | .00 | .00 | 98,970.00 | .0% |
| 1111 TOWN REVENUE | | | | | | | |
| 1111 43001 PROPERTY TAX REVENUE | -9,822,356 | 0 | -9,822,356 | -25,679,320.08 | .00 | 15,856,964.08 | 261.4% |
| 1111 43003 PROPERTY TAX ABATEME | 0 | 0 | 0 | 55,000.00 | .00 | -55,000.00 | 100.0% |
| 1111 43004 PAYMENT IN LIEU OF T | -5,000 | 0 | -5,000 | .00 | .00 | -5,000.00 | .0% |
| 1111 43006 HOMESTEAD EXEMPT STA | -275,000 | 0 | -275,000 | -179,424.00 | .00 | -95,576.00 | 65.2% |
| 1111 43007 TREE GROWTH REVENUE | -2,758 | 0 | -2,758 | .00 | .00 | -2,758.00 | .0% |
| 1111 43031 EXCISE TAX AUTOMOBIL | -1,800,000 | 0 | -1,800,000 | -578,817.25 | .00 | -1,221,182.75 | 32.2% |
| 1111 43032 EXCISE TAX BOAT | -27,500 | 0 | -27,500 | -2,287.10 | .00 | -25,212.90 | 8.3% |
| 1111 43109 SIGN PERMITS | -3,000 | 0 | -3,000 | -3,466.00 | .00 | 466.00 | 115.5% |
| 1111 43110 CODE ENFORCEMENT FEE | -280,000 | 0 | -280,000 | -96,834.75 | .00 | -183,165.25 | 34.6% |
| 1111 43113 BOARD OF ASSESSMENT | -200 | 0 | -200 | .00 | .00 | -200.00 | .0% |
| 1111 43114 ADDITIONAL LAND USE | -4,400 | 0 | -4,400 | -1,630.00 | .00 | -2,770.00 | 37.0% |
| 1111 43115 PLANNING FEES (SUBDI | -16,000 | 0 | -16,000 | -3,250.80 | .00 | -12,749.20 | 20.3% |
| 1111 43120 TOWN CLERK FEES | -24,000 | 0 | -24,000 | -9,087.60 | .00 | -14,912.40 | 37.9% |
| 1111 43121 WILDLIFE AGENT FEE | -1,200 | 0 | -1,200 | -200.00 | .00 | -1,000.00 | 16.7% |
| 1111 43122 ANIMAL WELFARE AGENT | -1,600 | 0 | -1,600 | -67.00 | .00 | -1,533.00 | 4.2% |
| 1111 43130 TOWN REGISTRATION FE | -27,000 | 0 | -27,000 | -8,274.00 | .00 | -18,726.00 | 30.6% |
| 1111 43135 HWY PERMITS & FEES | -1,000 | 0 | -1,000 | .00 | .00 | -1,000.00 | .0% |
| 1111 43140 SOLID WASTE PERMITS | -50,000 | 0 | -50,000 | -33,982.00 | .00 | -16,018.00 | 68.0% |
| 1111 43145 SOLID WASTE RECYCLIN | -120,000 | 0 | -120,000 | -5,385.56 | .00 | -114,614.44 | 4.5% |
| 1111 43147 DINGHY FEES | -13,000 | 0 | -13,000 | -672.00 | .00 | -12,328.00 | 5.2% |
| 1111 43148 TRANSIENT SLIP RENTA | -5,000 | 0 | -5,000 | -3,577.00 | .00 | -1,423.00 | 71.5% |
| 1111 43149 KPA APPLICATION FEES | -1,000 | 0 | -1,000 | .00 | .00 | -1,000.00 | .0% |
| 1111 43150 MOORING FEES | -97,500 | 0 | -97,500 | -8,286.00 | .00 | -89,214.00 | 8.5% |
| 1111 43151 LAUNCH FEE | -15,500 | 0 | -15,500 | -8,149.68 | .00 | -7,350.32 | 52.6% |
| 1111 43152 TRANSIENT MOORING | -8,500 | 0 | -8,500 | -930.00 | .00 | -7,570.00 | 10.9% |
| 1111 43153 WAIT LIST FEE | -1,600 | 0 | -1,600 | -60.00 | .00 | -1,540.00 | 3.8% |
| 1111 43154 HARBOR & WATER USAGE | -5,000 | 0 | -5,000 | -3,657.20 | .00 | -1,342.80 | 73.1% |
| 1111 43156 PIER USAGE FEE | -1,000 | 0 | -1,000 | -1,350.00 | .00 | 350.00 | 135.0% |
| 1111 43157 MOORING LATE FEE | -500 | 0 | -500 | .00 | .00 | -500.00 | .0% |
| 1111 43160 FORT FOSTER FEES | -255,000 | 0 | -255,000 | -193,114.00 | .00 | -61,886.00 | 75.7% |
| 1111 43165 SPRINKLER PERMITS | -250 | 0 | -250 | -100.00 | .00 | -150.00 | 40.0% |
| 1111 43210 LIEN FEES | -15,000 | 0 | -15,000 | -6,219.20 | .00 | -8,780.80 | 41.5% |
| 1111 43220 PENALTY INTEREST | -38,000 | 0 | -38,000 | -15,060.48 | .00 | -22,939.52 | 39.6% |
| 1111 43221 LIBRARY FINES & FEES | -10,200 | 0 | -10,200 | .00 | .00 | -10,200.00 | .0% |
| 1111 43222 LIBRARY RENTAL INCOM | -3,600 | 0 | -3,600 | .00 | .00 | -3,600.00 | .0% |
| 1111 43310 SALE OF ORDINANCES, | 0 | 0 | 0 | -2,412.84 | .00 | 2,412.84 | 100.0% |
| 1111 43320 RECREATION FEES | -1,010,000 | 0 | -1,010,000 | -251,479.59 | .00 | -758,520.41 | 24.9% |

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| ACCOUNTS FOR: 1000 | TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------|--------------------------------------|--------------------|----------------------|-------------------|----------------|--------------|---------------------|-------------|
| 1111 43330 | ANIMAL CONTROL | -6,500 | 0 | -6,500 | -458.00 | .00 | -6,042.00 | 7.0% |
| 1111 43335 | POSTAGE | 0 | 0 | 0 | -4.40 | .00 | 4.40 | 100.0% |
| 1111 43336 | PHOTO COPIES | -350 | 0 | -350 | -131.00 | .00 | -219.00 | 37.4% |
| 1111 43351 | ACCIDENT REPORTS | -3,000 | 0 | -3,000 | -1,692.26 | .00 | -1,307.74 | 56.4% |
| 1111 43352 | PARKING TICKETS | -19,000 | 0 | -19,000 | -13,420.00 | .00 | -5,580.00 | 70.6% |
| 1111 43353 | GUN PERMITS | -2,000 | 0 | -2,000 | -110.00 | .00 | -1,890.00 | 5.5% |
| 1111 43354 | ELIOT DISPATCHING SE | -108,000 | 0 | -108,000 | .00 | .00 | -108,000.00 | .0% |
| 1111 43355 | ORDINANCE FINES | -350 | 0 | -350 | -350.00 | .00 | .00 | 100.0% |
| 1111 43356 | WITNESS FEES | -300 | 0 | -300 | -35.00 | .00 | -265.00 | 11.7% |
| 1111 43358 | FALSE ALARMS | -880 | 0 | -880 | -690.00 | .00 | -190.00 | 78.4% |
| 1111 43359 | AMBULANCE DISPTACH F | -16,000 | 0 | -16,000 | -4,000.00 | .00 | -12,000.00 | 25.0% |
| 1111 43410 | MDOT HWY MAINTENANCE | -11,500 | 0 | -11,500 | .00 | .00 | -11,500.00 | .0% |
| 1111 43420 | STATE REVENUE SHARIN | -460,000 | 0 | -460,000 | -161,737.97 | .00 | -298,262.03 | 35.2% |
| 1111 43421 | STATE PARK FEE REV S | -275 | 0 | -275 | .00 | .00 | -275.00 | .0% |
| 1111 43443 | RESTITUTION INCOME/U | -3,000 | 0 | -3,000 | -1,140.70 | .00 | -1,859.30 | 38.0% |
| 1111 43470 | STATE OF MAINE GENER | -45,000 | 0 | -45,000 | -3,379.60 | .00 | -41,620.40 | 7.5% |
| 1111 43480 | MARY SAFFORD WILDES | -25,000 | 0 | -25,000 | -15,000.00 | .00 | -10,000.00 | 60.0% |
| 1111 43510 | INTEREST ON INVESTME | -40,000 | 0 | -40,000 | -29,097.32 | .00 | -10,902.68 | 72.7% |
| 1111 43530 | MISCELLANEOUS REVENU | -20,000 | 0 | -20,000 | -4,375.54 | .00 | -15,624.46 | 21.9% |
| 1111 43540 | SEWER DEPT RENT | -22,900 | 0 | -22,900 | .00 | .00 | -22,900.00 | .0% |
| 1111 43555 | SNOWMOBILE/HANDICAP/ | -655 | 0 | -655 | .00 | .00 | -655.00 | .0% |
| 1111 43560 | GMH HOUSING | -286,000 | 0 | -286,000 | -70,794.45 | .00 | -215,205.55 | 24.8% |
| 1111 43576 | TRANSFER IN FROM OTH | -50,000 | 0 | -50,000 | .00 | .00 | -50,000.00 | .0% |
| 1111 43580 | USE OF CARRY FORWARD | 0 | 0 | 0 | -2,100.00 | .00 | 2,100.00 | 100.0% |
| 1111 45020 | MMA W/C DIVIDEND | -9,000 | 0 | -9,000 | -27,718.00 | .00 | 18,718.00 | 308.0% |
| 1111 45025 | SCHOOL RESOURCE OFFI | -47,741 | 0 | -47,741 | .00 | .00 | -47,741.00 | .0% |
| TOTAL TOWN REVENUE | | -15,119,115 | 0 | -15,119,115 | -27,378,328.37 | .00 | 12,259,213.37 | 181.1% |
| TOTAL TOWN GENERAL FUND | | -1,985,017 | 2,100 | -1,982,917 | -22,686,071.64 | .00 | 20,703,154.64 | 1144.1% |
| TOTAL REVENUES | | -15,119,115 | 0 | -15,119,115 | -27,382,314.27 | .00 | 12,263,199.27 | |
| TOTAL EXPENSES | | 13,134,098 | 2,100 | 13,136,198 | 4,696,242.63 | .00 | 8,439,955.37 | |

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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------|--------------------|----------------------|-------------------|----------------|--------------|---------------------|-------------|
| GRAND TOTAL | -1,985,017 | 2,100 | -1,982,917 | -22,686,071.64 | .00 | 20,703,154.64 | 1144.1% |

** END OF REPORT - Generated by Kendra Amaral **

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TOWN OF KITTEERY - LIVE
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FOR 2020 03

| ACCOUNTS FOR: 6000 SEWER FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|-------------|--------------|---------------------|-------------|
| 6000 SEWER FUND | | | | | | | |
| 6000 43220 PENALTY INTEREST | -3,000 | 0 | -3,000 | -3,238.42 | .00 | 238.42 | 107.9% |
| 6000 43360 SPECIAL CONTRACT REV | 0 | 0 | 0 | -3,545.00 | .00 | 3,545.00 | 100.0% |
| 6000 45001 REVENUE US NAVY | -585,000 | 0 | -585,000 | -121,714.80 | .00 | -463,285.20 | 20.8% |
| 6000 45002 REVENUE US NAVY HOUS | -123,000 | 0 | -123,000 | -28,976.71 | .00 | -94,023.29 | 23.6% |
| 6000 45003 REVENUE OTHER | -45,000 | 0 | -45,000 | -31,227.50 | .00 | -13,772.50 | 69.4% |
| 6000 45004 REVENUE TOWN OF ELIO | -208,000 | 0 | -208,000 | -48,167.63 | .00 | -159,832.37 | 23.2% |
| 6000 45005 REVENUE NEW SEWER | -1,500,000 | 0 | -1,500,000 | -420,121.15 | .00 | -1,079,878.85 | 28.0% |
| 6000 45006 EXPANSION ASSESSMENT | -50,000 | 0 | -50,000 | -15,266.57 | .00 | -34,733.43 | 30.5% |
| 6000 45007 SEWER INTEREST REVEN | -15,000 | 0 | -15,000 | -3,427.45 | .00 | -11,572.55 | 22.8% |
| TOTAL SEWER FUND | -2,529,000 | 0 | -2,529,000 | -675,685.23 | .00 | -1,853,314.77 | 26.7% |
| 602702 SEWER LINES | | | | | | | |
| 602702 64010 SEWER LINES LABOR | 0 | 0 | 0 | 8,600.45 | .00 | -8,600.45 | 100.0% |
| TOTAL SEWER LINES | 0 | 0 | 0 | 8,600.45 | .00 | -8,600.45 | 100.0% |
| 602709 PUMP STATIONS | | | | | | | |
| 602709 64010 FULL TIME SALARIES | 58,879 | 0 | 58,879 | 10,613.14 | .00 | 48,265.86 | 18.0% |
| 602709 65015 CELLULAR PHONE | 600 | 0 | 600 | 122.93 | .00 | 477.07 | 20.5% |
| 602709 65200 ELECTRICITY | 50,815 | 0 | 50,815 | 2,578.99 | .00 | 48,236.01 | 5.1% |
| 602709 65220 WATER | 1,000 | 0 | 1,000 | 58.97 | .00 | 941.03 | 5.9% |
| 602709 65315 PUMP STATION GENER | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 602709 65467 CONTRACTED SERVICE | 45,000 | 0 | 45,000 | 690.00 | .00 | 44,310.00 | 1.5% |
| 602709 65480 OTHER PROFESSIONAL | 28,350 | 0 | 28,350 | 13,230.40 | .00 | 15,119.60 | 46.7% |
| 602709 65691 PUMP STATION LINE | 12,000 | 0 | 12,000 | 2,738.31 | .00 | 9,261.69 | 22.8% |
| 602709 65692 LINE LABOR / MISC | 17,317 | 0 | 17,317 | .00 | .00 | 17,317.00 | .0% |
| 602709 65930 PUMP STATION ALARM | 6,700 | 0 | 6,700 | 781.50 | .00 | 5,918.50 | 11.7% |
| 602709 66300 SUPPLIES - SEWER L | 600 | 0 | 600 | 516.06 | .00 | 83.94 | 86.0% |
| 602709 66320 PUMP STATION PARTS | 14,000 | 0 | 14,000 | 12,542.74 | .00 | 1,457.26 | 89.6% |
| TOTAL PUMP STATIONS | 236,261 | 0 | 236,261 | 43,873.04 | .00 | 192,387.96 | 18.6% |
| 602715 PUMP STATION # 6 (PNSY) | | | | | | | |
| 602715 64010 PUMP STATION # 6LA | 22,000 | 0 | 22,000 | 1,808.33 | .00 | 20,191.67 | 8.2% |

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| ACCOUNTS FOR: 6000 SEWER FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 602715 65200 PUMP STATION # 6 E | 15,000 | 0 | 15,000 | 910.83 | .00 | 14,089.17 | 6.1% |
| 602715 65220 PUMP STATION # 6 W | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 602715 65315 PUMP STATION GENER | 800 | 0 | 800 | .00 | .00 | 800.00 | .0% |
| 602715 65480 PUMP STATION # 6 C | 6,000 | 0 | 6,000 | 3,801.00 | .00 | 2,199.00 | 63.4% |
| 602715 65930 PUMP STATION # 6 A | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 602715 66300 PUMP STATION # 6 S | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 602715 66320 PUMP STATION # 6 P | 4,000 | 0 | 4,000 | 78.56 | .00 | 3,921.44 | 2.0% |
| TOTAL PUMP STATION # 6 (PNSY) | 50,100 | 0 | 50,100 | 6,598.72 | .00 | 43,501.28 | 13.2% |
| 602716 PUMP STATION # 7 (ELIOT) | | | | | | | |
| 602716 64010 PUMP STATION # 7 L | 19,242 | 0 | 19,242 | 3,425.49 | .00 | 15,816.51 | 17.8% |
| 602716 65200 PUMP STATION # 7 E | 4,600 | 0 | 4,600 | 370.98 | .00 | 4,229.02 | 8.1% |
| 602716 65220 PUMP STATION # 7 W | 230 | 0 | 230 | .00 | .00 | 230.00 | .0% |
| 602716 65315 PUMP STATION GENER | 425 | 0 | 425 | .00 | .00 | 425.00 | .0% |
| 602716 65480 PUMP STATION # 7 C | 4,784 | 0 | 4,784 | .00 | .00 | 4,784.00 | .0% |
| 602716 65930 PUMP STATION # 7 A | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 602716 66300 PUMP STATION # 7 S | 50 | 0 | 50 | .00 | .00 | 50.00 | .0% |
| 602716 66320 PUMP STATION # 7 P | 1,550 | 0 | 1,550 | .00 | .00 | 1,550.00 | .0% |
| TOTAL PUMP STATION # 7 (ELIOT) | 31,181 | 0 | 31,181 | 3,796.47 | .00 | 27,384.53 | 12.2% |
| 602750 TREATMENT PLANT | | | | | | | |
| 602750 64010 TREATMENT PLANT LA | 175,000 | 0 | 175,000 | 49,154.38 | .00 | 125,845.62 | 28.1% |
| 602750 64019 PLANT MAINT LABOR | 50,893 | 0 | 50,893 | 5,343.49 | .00 | 45,549.51 | 10.5% |
| 602750 64030 OVERTIME | 45,000 | 0 | 45,000 | 11,792.05 | .00 | 33,207.95 | 26.2% |
| 602750 64050 MAINE STATE RETIRE | 0 | 0 | 0 | 9,073.72 | .00 | -9,073.72 | 100.0% |
| 602750 64060 FICA EMPLOYER SHAR | 0 | 0 | 0 | 6,626.82 | .00 | -6,626.82 | 100.0% |
| 602750 65020 TREATMENT PLANT TE | 3,400 | 0 | 3,400 | 858.50 | .00 | 2,541.50 | 25.3% |
| 602750 65040 TREATMENT PLANT ED | 5,200 | 0 | 5,200 | 1,077.00 | .00 | 4,123.00 | 20.7% |
| 602750 65200 TREATMENT PLANT EL | 105,000 | 0 | 105,000 | 7,959.01 | .00 | 97,040.99 | 7.6% |
| 602750 65220 TREATMENT PLANT WA | 5,006 | 0 | 5,006 | 823.73 | .00 | 4,182.27 | 16.5% |
| 602750 65230 TREATMENT PLANT FU | 16,000 | 0 | 16,000 | .00 | .00 | 16,000.00 | .0% |
| 602750 65310 TREATMENT PLANT MO | 48,743 | 0 | 48,743 | 4,080.88 | .00 | 44,662.12 | 8.4% |
| 602750 65316 TREATMENT PLANT GE | 2,240 | 0 | 2,240 | .00 | .00 | 2,240.00 | .0% |
| 602750 65410 TREATMENT PLANT CO | 7,998 | 0 | 7,998 | 5,416.49 | .00 | 2,581.51 | 67.7% |
| 602750 65480 TREATMENT PLANT OT | 60,000 | 0 | 60,000 | 27,884.58 | .00 | 32,115.42 | 46.5% |
| 602750 65500 TREATMENT PLANT BL | 2,000 | 0 | 2,000 | 443.94 | .00 | 1,556.06 | 22.2% |

11/06/2019 19:29
220kamar

TOWN OF KITTEERY - LIVE
YEAR-TO-DATE BUDGET REPORT

P 3
glytddbud

FOR 2020 03

| ACCOUNTS FOR: 6000 SEWER FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------------|--------------------|----------------------|-------------------|-------------|--------------|---------------------|-------------|
| 602750 65700 TREATMENT PLANT EX | 2,000 | 0 | 2,000 | 1,440.72 | .00 | 559.28 | 72.0% |
| 602750 65930 ALARMS | 2,000 | 0 | 2,000 | 959.20 | .00 | 1,040.80 | 48.0% |
| 602750 65955 TREATMENT PLANT SL | 136,500 | 0 | 136,500 | 27,236.09 | .00 | 109,263.91 | 20.0% |
| 602750 66010 TREATMENT PLANT OF | 24,670 | 0 | 24,670 | 9,611.20 | .00 | 15,058.80 | 39.0% |
| 602750 66300 TREATMENT PLANT SU | 3,000 | 0 | 3,000 | 4,248.99 | .00 | -1,248.99 | 141.6% |
| 602750 66340 LABORATORY CHEMICA | 11,945 | 0 | 11,945 | 2,172.08 | .00 | 9,772.92 | 18.2% |
| 602750 66400 TREATMENT PLANT RE | 1,000 | 0 | 1,000 | 659.26 | .00 | 340.74 | 65.9% |
| 602750 66410 TREATMENT PLANT RE | 21,000 | 0 | 21,000 | 5,534.37 | .00 | 15,465.63 | 26.4% |
| 602750 66420 TREATMENT PLANTTOO | 27,000 | 0 | 27,000 | 3,670.02 | .00 | 23,329.98 | 13.6% |
| 602750 66450 TREATMENT PLANT CH | 106,000 | 0 | 106,000 | 23,948.50 | .00 | 82,051.50 | 22.6% |
| 602750 66520 TREATMENT PLANT SA | 13,450 | 0 | 13,450 | 6,930.54 | .00 | 6,519.46 | 51.5% |
| TOTAL TREATMENT PLANT | 875,045 | 0 | 875,045 | 216,945.56 | .00 | 658,099.44 | 24.8% |
| 602760 SEWER GENERAL OPERATING | | | | | | | |
| 602760 64011 TOWN MANAGER SALAR | 33,568 | 0 | 33,568 | 7,422.88 | .00 | 26,145.12 | 22.1% |
| 602760 64012 SUPERINTENDENT SAL | 95,000 | 0 | 95,000 | 22,416.36 | .00 | 72,583.64 | 23.6% |
| 602760 64013 OFFICE CLERK SALAR | 48,728 | 0 | 48,728 | 11,246.41 | .00 | 37,481.59 | 23.1% |
| 602760 64031 SALARY & POSITION | 5,000 | 0 | 5,000 | .00 | .00 | 5,000.00 | .0% |
| 602760 64050 MAINE STATE RETIRE | 48,896 | 0 | 48,896 | 3,366.24 | .00 | 45,529.76 | 6.9% |
| 602760 64051 ICMA EMPLOYER SHAR | 4,327 | 0 | 4,327 | 431.28 | .00 | 3,895.72 | 10.0% |
| 602760 64060 FICA EMPLOYER SHAR | 43,270 | 0 | 43,270 | 2,935.89 | .00 | 40,334.11 | 6.8% |
| 602760 64070 WORKERS COMPENSATI | 16,000 | 0 | 16,000 | 5,726.00 | .00 | 10,274.00 | 35.8% |
| 602760 64090 MAJOR MEDICAL INSU | 124,575 | 0 | 124,575 | 51,541.85 | .00 | 73,033.15 | 41.4% |
| 602760 64091 DENTAL INSURANCE | 1,869 | 0 | 1,869 | 696.71 | .00 | 1,172.29 | 37.3% |
| 602760 64092 DISABILILTY INSURAN | 4,200 | 0 | 4,200 | .00 | .00 | 4,200.00 | .0% |
| 602760 65101 MMA RISK POOL | 29,000 | 0 | 29,000 | 14,683.00 | .00 | 14,317.00 | 50.6% |
| 602760 65350 SWEET END RENT | 22,900 | 0 | 22,900 | .00 | .00 | 22,900.00 | .0% |
| 602760 65430 AUDIT SERVICES | 3,900 | 0 | 3,900 | 1,900.00 | .00 | 2,000.00 | 48.7% |
| 602760 66035 ABSTRACTS & LIENS | 500 | 0 | 500 | 19.00 | .00 | 481.00 | 3.8% |
| 602760 68060 SEWER BOND INTERES | 7,499 | 0 | 7,499 | 78,922.12 | .00 | -71,423.12 | 1052.4% |
| 602760 68062 SEWER BOND PRINCIP | 760,000 | 0 | 760,000 | 459,642.71 | .00 | 300,357.29 | 60.5% |
| TOTAL SEWER GENERAL OPERATING | 1,249,232 | 0 | 1,249,232 | 660,950.45 | .00 | 588,281.55 | 52.9% |
| TOTAL SEWER FUND | -87,181 | 0 | -87,181 | 265,079.46 | .00 | -352,260.46 | -304.1% |
| TOTAL REVENUES | -2,529,000 | 0 | -2,529,000 | -675,685.23 | .00 | -1,853,314.77 | |
| TOTAL EXPENSES | 2,441,819 | 0 | 2,441,819 | 940,764.69 | .00 | 1,501,054.31 | |

11/06/2019 19:29
220kamar

TOWN OF KITTEERY - LIVE
YEAR-TO-DATE BUDGET REPORT

P 4
glytdbud

FOR 2020 03

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| GRAND TOTAL | -87,181 | 0 | -87,181 | 265,079.46 | .00 | -352,260.46 | -304.1% |

** END OF REPORT - Generated by Kendra Amaral **

Town of Kittery FISCAL YEAR 2020
Fund Balances - Capital Projects and Special Revenues
For the month ending September 30, 2019

| Fund Type | New # | Account Name | Ending Fund Balance 6/30/2019 | Transfers FY20 | CIP Appropriation 7/1/2019 | YTD Expense | YTD Revenue | Ending Fund Balance |
|--|------------------|---|-------------------------------|----------------|----------------------------|-------------|-------------|---------------------|
| Special Revenues (Grants, Designated Accounts, etc) | | | | | | | | |
| SR | 2005 | Senior Tax Credit Program | 10,000.00 | 50,000.00 | | - | | 60,000.00 |
| SR | 2006 | 2019 FEMA Reimbursement (storm damage) | 40,576.88 | | | | | 40,576.88 |
| SR | 2012 | Fire Hazmat Spill Recovery Fees | 2,701.01 | | | | | 2,701.01 |
| SR | 2014 | Police Grants | (2,022.68) | | | | 2,997.00 | 974.32 |
| SR | 2028 | Ballot Machines | 6,078.00 | | | | | 6,078.00 |
| SR | 2032 | ASA Applicant Code | 28,252.85 | | | | | 28,252.85 |
| SR | 2038 | Kittery Block Party | 19,703.48 | | | (20,344.24) | 3,000.00 | 2,359.24 |
| SR | 2056 | Concerts in the Park | 2,596.91 | | | (2,600.00) | | (3.09) |
| SR | 2059 | Conservation Comm | 912.02 | | | | | 912.02 |
| SR | 2060 | Wetland mitigation | 32,258.25 | | | (3,462.75) | | 28,795.50 |
| SR | 2063 | Kittery Community Center (KCC) Donations | 22,903.48 | | | (1,704.40) | 4,000.00 | 25,199.08 |
| SR | 2066 | Police Forfeiture | 27,812.32 | | | (23,072.08) | | 4,740.24 |
| SR | 2068 | Fort Foster Bench Donations | 11,199.95 | | | (78.66) | 175.00 | 11,296.29 |
| SR | 2069 | Boating Infrastructure Grant (BIG) | 1,583.71 | | | | | 1,583.71 |
| SR | 2071 | D.A.R.E | 216.03 | | | | | 216.03 |
| SR | 2074-67500 | TIF District #1 | 33,755.16 | | 18,204.40 | | | 51,959.56 |
| SR | 2074-67503 | TIF District #3 | 83,272.19 | | 18,415.79 | | | 101,687.98 |
| SR | 2074-67502 | TIF District #2 | 404,188.01 | | 199,379.81 | | | 603,567.82 |
| SR | 2086 | Spruce Creek PH 5 Grant | (6,051.40) | | | (479.57) | | (6,530.97) |
| SR | 2081 (aka: 2040) | Channel 22 (PEG) Capital Funding | 261,314.68 | (50,000.00) | | (6,247.06) | 25,724.21 | 230,791.83 |
| SR | 2082 | KCC Playgrounds | 64,718.36 | | | - | - | 64,718.36 |
| SR | 2091/67500 | FEMA Flood Maps Ins Rate Appeal | (200.05) | | | | | (200.05) |
| SR | 2091/43600 | FEMA Flood Maps Ins Rate Appeal - Phase 2 | - | | | | | - |
| SR | 4001-67500/43600 | State Aid to Roads General | 472,884.76 | | | | | 472,884.76 |
| SR | 4001-67502/43602 | Whipple Road Improvements | 250,416.70 | | | (6,045.84) | | 244,370.86 |
| SR | 4001-67503/43603 | Memorial Circle Improvements | 47,760.34 | | | | | 47,760.34 |
| SR | 4001-67508/43608 | Walker/Wentworth | 200,305.40 | | | | | 200,305.40 |
| SR | 4001-67509/43605 | Government Street | 69,844.68 | | | | - | 69,844.68 |
| SR | 4030 | Public Safety Impact Fees | 48,947.57 | | | (37,691.31) | 16,819.15 | 28,075.41 |
| SR | 2093 | LWCF Grant - Emery Field Phase 1 | - | | | | | - |
| SR | 2094 | LWCF Grant - Emery Field Phase 2 | 54,945.00 | | | (2,565.00) | | 52,380.00 |
| SR | 2210 | Ogden KCC Grant | 12,000.00 | | | (2,400.00) | | 9,600.00 |
| SR | 2301 | Billable Police Details | 8,176.18 | | | (25,923.82) | 22,640.00 | 4,892.36 |
| SR | 2303 | Grant Supported Police Details | (9,382.42) | | | | | (9,382.42) |
| SR | 2087 | Joint Land Use OEA PH1 | (85,576.84) | | | (37,112.64) | 25,682.00 | (97,007.48) |
| SR | 4124 | Tax Acquired Properties | (12,608.85) | - | | (3,499.30) | | (16,108.15) |
| SR | 4125 | Fort Foster Restoration (FEMA) | (55,935.44) | - | | (50,220.21) | 392,037.19 | 285,881.54 |
| SR | 4126 | KCC Visual Arts Com | 5,000.00 | | | (2,214.30) | 250.00 | 3,035.70 |

Town of Kittery FISCAL YEAR 2020
Fund Balances - Capital Projects and Special Revenues
For the month ending September 30, 2019

| Fund Type | New # | Account Name | Ending Fund Balance 6/30/2019 | Transfers FY20 | CIP Appropriation 7/1/2019 | YTD Expense | YTD Revenue | Ending Fund Balance |
|--|-------|--|-------------------------------|----------------|----------------------------|---------------------|-------------------|---------------------|
| Total Special Revenue | | | 2,052,546.24 | - | 236,000.00 | (225,661.18) | 493,324.55 | 2,556,209.61 |
| CIP Bonds | | | | | | | | |
| CP | 2036 | Kittery Community Center Bonds | 373.48 | | | | | 373.48 |
| CP | 2085 | 2016 Municipal Projects | 28,279.50 | | | | | 28,279.50 |
| CIP Programs | | | | | | | | |
| SR | 2022 | Compensated Absences | 109,782.47 | | | | | 109,782.47 |
| CP | 2057 | Open space | 6,889.64 | - | | | | 6,889.64 |
| CP | 2078 | Athletic Fields Master Plan (Design) | 2,142.34 | | | | | 2,142.34 |
| CP | 4002 | Right of Way Reserve | 210,939.49 | | 500,000.00 | (72,707.48) | 6,432.16 | 644,664.17 |
| CP | 4011 | KCC Vehicle Reserve | 25,121.00 | | | | | 25,121.00 |
| CP | 4012 | Public Works Vehicles/Equipment | 266,271.62 | | 300,000.00 | (156,360.00) | | 409,911.62 |
| CP | 4013 | Fire Apparatus Reserve | 189,815.19 | | 165,850.00 | | | 355,665.19 |
| CP | 4017 | MS4 Compliance Reserve | 44,604.65 | | 10,000.00 | (4,805.18) | | 49,799.47 |
| CP | 4018 | KPA Boat Reserve | 24,498.02 | | | | | 24,498.02 |
| CP | 4019 | KCC Equipment Reserve | 8,057.82 | | | | | 8,057.82 |
| CP | 4020 | Municipal Technology Reserve | 39,413.15 | | 25,000.00 | (5,269.14) | | 59,144.01 |
| CP | 4022 | Police Vehicle/Equipment | 34,419.84 | | 95,000.00 | | | 129,419.84 |
| CP | 4026 | Records Preservation | 10.13 | | - | | | 10.13 |
| CP | 4027 | Municipal Facility Reserve | 215,095.61 | | - | (66,798.79) | | 148,296.82 |
| CP | 4031 | Public Safety Base Station Radio Replace | 20,845.45 | | | (20,845.45) | | - |
| CP | 4043 | Parks Building & Grounds | 16.90 | | 40,000.00 | (1,800.00) | | 38,216.90 |
| CP | 4051 | KCC Facility Reserve | 33,395.86 | | | | | 33,395.86 |
| CP | 4053 | Pepperrell Cove Paving/Utilities | 57,461.88 | | | | | 57,461.88 |
| CP | 4055 | KPA Equipment Reserve | 60,082.00 | | 15,000.00 | | | 75,082.00 |
| CP | 4056 | Fire Dept Equipment Reserve | 162,641.94 | | 57,667.00 | (26,243.43) | | 194,065.51 |
| CP | 4100 | Fire Dept Facility Reserve (was Boiler Replacements) | 318.84 | | | | | 318.84 |
| CP | 4110 | PW Sign Shed | 20.00 | | | | | 20.00 |
| CP | 4116 | KPA Facility Reserve (was Gov Pier) | 22,731.16 | | | | | 22,731.16 |
| CP | 4122 | Zoning Recodification and GIS Upgrade | 48,947.37 | | | (4,497.81) | | 44,449.56 |
| CP | 4060 | Rice Rehab/Expansion | (30,207.85) | | 400,000.00 | (8,601.92) | | 361,190.23 |
| CP | 4123 | LED Streetlight Conversion | (96,830.00) | | 240,000.00 | (9,081.00) | | 134,089.00 |
| Total Capital Projects | | | 1,485,137.50 | - | 1,848,517.00 | (377,010.20) | 6,432.16 | 2,963,076.46 |
| TOTAL GENERAL OPERATIONS | | | 3,537,683.74 | - | 2,084,517.00 | (602,671.38) | 499,756.71 | 5,519,286.07 |
| Permanent Funds (Scholarship Funds/Trust Funds) | | | | | | | | |
| PF | 5001 | Connie Samuels Beautification Fund | 58,600.93 | | | | | 58,600.93 |

Town of Kittery FISCAL YEAR 2020
Fund Balances - Capital Projects and Special Revenues
For the month ending September 30, 2019

| Fund Type | New # | Account Name | Ending Fund Balance 6/30/2019 | Transfers FY20 | CIP Appropriation 7/1/2019 | YTD Expense | YTD Revenue | Ending Fund Balance | |
|--------------------------------|-------|------------------------------------|-------------------------------|----------------|----------------------------|---------------------|-------------------|---------------------|--|
| PF | 5002 | Public Health | 27,275.44 | | | | | 27,275.44 | |
| PF | 5003 | York Hospital Scholarship | 18,514.65 | | | | 10,000.00 | 28,514.65 | |
| PF | 5005 | Lester Raynes Fund | 9,228.16 | | | | | 9,228.16 | |
| PF | 5007 | Thresher Memorial Fund | 8,144.27 | | | (1,723.23) | 250.00 | 6,671.04 | |
| PF | 5010 | Kittery Education Scholarship Fund | 2,418.26 | | | | | 2,418.26 | |
| PF | 5021 | Cemetery | 0.35 | | | | | 0.35 | |
| Total Permanent Funds | | | 124,182.06 | - | - | (1,723.23) | 10,250.00 | 132,708.83 | |
| Enterprise Fund (Sewer) | | | | | | | | | |
| | | | | | - | | | | |
| ER | 2900 | Sewer Impact fees | 755,020.46 | | | (3,389.95) | 21,000.00 | 772,630.51 | |
| ER | 2901 | Sewer Betterment | 188,683.05 | | | (6,641.00) | 8,100.00 | 190,142.05 | |
| ER | 2902 | Sewer Safety Grants | 2,997.86 | | | | | 2,997.86 | |
| ECP | 4900 | Sewer Vehicle Reserve | 92,882.50 | | | (750.00) | | 92,132.50 | |
| ECP | 4901 | Sewer Capital Reserve | 325,127.62 | | | (8,540.80) | | 316,586.82 | |
| Total Enterprise Funds | | | 1,364,711.49 | - | - | (19,321.75) | 29,100.00 | 1,374,489.74 | |
| GRAND TOTAL ALL FUNDS | | | 5,026,577.29 | - | 2,084,517.00 | (623,716.36) | 539,106.71 | 7,026,484.64 | |



TOWN OF KITTERY, MAINE

TOWN CLERK'S OFFICE

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1328 Fax: (207) 439-6806

RECEIVED
OCT 15 2019
BY: 82 11:37am

APPLICATION FOR APPOINTMENT TO TOWN BOARDS

NAME: JOHN C. PERRY
RESIDENCE: 2 MOORES COURT, KITTERY, ME 03904
MAILING (if different) PO BOX 381, KITTERY, ME 03904
E-MAIL ADDRESS: JCPKITTERY@YAHOO.COM
PHONE #: (H) N/A (W) N/A (C) 207 332 7932

Please check your choices and list in order of priority by marking 1,2,3, etc.:

- | | |
|---|---|
| <input type="checkbox"/> Board of Appeals | <input type="checkbox"/> Board of Assessment Review |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Board of Trustees of Trust Funds |
| <input type="checkbox"/> Comprehensive Plan Committee | <input type="checkbox"/> Shellfish Conservation Committee |
| <input type="checkbox"/> Education Scholarship Committee | <input type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Parks Commission | <input type="checkbox"/> Kittery Port Authority |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Kittery Land Issues Committee |
| <input type="checkbox"/> Kittery Climate Adaptation Committee | <input type="checkbox"/> KCC Board of Directors |
| <input type="checkbox"/> Kittery Celebration Committee | Other _____ |

EDUCATION/TRAINING: ASSOCIATE NUCLEAR ENGINEERING WENSWORTH INST BOSTON

RELATED EXPERIENCE (Including other Boards and Commissions) _____
CHIEF NUCLEAR TEST ENGINEER ELECTRIC BOAT, GROTON, CT
STARTUP MANAGER, LEAD ENGINEER PUBLIC SERVICE INDIAN

PRESENT EMPLOYMENT: RETIRED

ARE YOU A REGISTERED VOTER OF THE TOWN OF KITTERY Yes No

ANY KNOWN CONFLICT OF INTEREST (please read back of application): NO

REASON FOR APPLICATION TO THIS BOARD: TO GIVE BACK TO THE TOWN I GREW UP IN!!

I HAVE HAVE NOT ATTENDED AT LEAST TWO MEETINGS OF THE BOARD FOR WHICH APPLICATION IS BEING MADE. I AGREE TO ATTEND ALL MEETINGS, EXCEPT FOR SICKNESS OR EMERGENCY, AND WILL ADVISE THE CHAIRPERSON WHEN I AM UNABLE TO ATTEND, IF APPOINTED.

Please read the back of this application before signing.

JCP
SIGNATURE OF APPLICANT

10/15/2019
DATE



TOWN OF KITTERY, MAINE

TOWN CLERK'S OFFICE

200 Rogers Road, Kittery, ME 03904

Telephone: (207) 475-1328 Fax: (207) 439-6806

RECEIVED
OCT 24 2019
9:50 AM

APPLICATION FOR APPOINTMENT TO TOWN BOARDS

NAME: Robert Gray

RESIDENCE: 14 Manson Rd, Kittery, ME 03904

MAILING (if different) Same

E-MAIL ADDRESS: docbob1@comcast.net

PHONE #: (H) 207-439-9613 (W) _____ (C) 207-337-4689

Please check your choices and list in order of priority by marking 1,2,3, etc.:

- | | |
|---|---|
| <input type="checkbox"/> Board of Appeals | <input type="checkbox"/> Board of Assessment Review |
| <u>4</u> Conservation Commission | <input type="checkbox"/> Board of Trustees of Trust Funds |
| <input type="checkbox"/> Comprehensive Plan Committee | <input type="checkbox"/> Shellfish Conservation Committee |
| <input type="checkbox"/> Education Scholarship Committee | <input type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Parks Commission | <input type="checkbox"/> Kittery Port Authority |
| <u>1</u> Planning Board | <u>3</u> Kittery Land Issues Committee |
| <input type="checkbox"/> Kittery Climate Adaptation Committee | <input type="checkbox"/> KCC Board of Directors |
| <u>2</u> Kittery Celebration Committee | Other _____ |

EDUCATION/TRAINING: High School, some college, extensive on the job and job specific education & training

RELATED EXPERIENCE (Including other Boards and Commissions) _____

40+ years of engineering & engineering management - writing, reviewing, reading, and executing technical and test specifications and plans

in such diverse areas as pharmaceutical, semiconductors, lighting, personal care and industrial automation. Current President of the Board of Trustess of the Kittery Historical & Naval Society.

PRESENT EMPLOYMENT: Retired

ARE YOU A REGISTERED VOTER OF THE TOWN OF KITTERY Yes No

ANY KNOWN CONFLICT OF INTEREST (please read back of application):
None

REASON FOR APPLICATION TO THIS BOARD: To serve my home town

I HAVE /HAVE NOT ATTENDED AT LEAST TWO MEETINGS OF THE BOARD FOR WHICH APPLICATION IS BEING MADE. I AGREE TO ATTEND ALL MEETINGS, EXCEPT FOR SICKNESS OR EMERGENCY, AND WILL ADVISE THE CHAIRPERSON WHEN I AM UNABLE TO ATTEND, IF APPOINTED.

Please read the back of this application before signing.

Robert Gray
SIGNATURE OF APPLICANT

10/24/2019
DATE



TOWN OF KITTERY, MAINE

TOWN CLERK'S OFFICE

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1328 Fax: (207) 439-6806

RECEIVED
OCT 29 2019
BY: 4:20 JB

APPLICATION FOR APPOINTMENT TO TOWN BOARDS

NAME: Douglas Basnett
RESIDENCE: 37 Mill Pond Rd. Kittery, Me
MAILING (if different) Same

E-MAIL ADDRESS: doug00@comcast.net PHONE #: (Home) 603 848-7186 (Work) Same

Please check your choices:

- | | |
|--|---|
| <input type="checkbox"/> Board of Appeals | <input type="checkbox"/> Board of Assessment Review |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Mary Safford Wildes Trust |
| <input type="checkbox"/> Comprehensive Plan Update Committee | <input type="checkbox"/> Shellfish Conservation Committee |
| <input type="checkbox"/> Recycling Scholarship Selection Committee | <input type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Parks Commission | <input type="checkbox"/> Open Space Committee |
| <input type="checkbox"/> Port Authority | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Personnel Board | <input type="checkbox"/> Other _____ |

EDUCATION/TRAINING: Degree in Architectual Engineering, Over 40 years in Residential Construction
RELATED EXPERIENCE (Including other Boards and Commissions) Board of Directors of

Special Olympics of NH, Have been working in the construction industry since 1974, working on over 5000 single family, multifamily, & Commercial projects during various phases of construction. Have worked with builders covering building codes and construction inspections in various New England States.

PRESENT EMPLOYMENT: Preferred Building Systems, Claremont, NH
ARE YOU A REGISTERED VOTER OF THE TOWN OF KITTERY Yes No

ANY KNOWN CONFLICT OF INTEREST: None

REASON FOR APPLICATION TO THIS BOARD: Interested in getting involved in the community
I HAVE HAVE NOT ATTENDED AT LEAST TWO MEETINGS OF THE BOARD FOR WHICH APPLICATION IS BEING MADE. I AGREE TO ATTEND ALL MEETINGS, EXCEPT FOR SICKNESS OR EMERGENCY, AND WILL ADVISE THE CHAIRPERSON WHEN I AM UNABLE TO ATTEND, IF APPOINTED.

Please read the back of this application before signing.

Doug. Basnett
SIGNATURE OF APPLICANT

10/29/2019
DATE



TOWN OF KITTERY
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1329 Fax: 207-439-6806

REPORT TO TOWN COUNCIL

Meeting Date: October 28, 2019
UPDATED: November 13, 2019
From: Kendra Amaral, Town Manager
Subject: Title 4 – Library Advisory Committee
Councilor Sponsor: Chairperson Judy Spiller

OVERVIEW

The Rice Public Library provides services, materials, and public space for the enrichment and support of residents and patrons.

The Rice Public Library became a Town department on July 1, 2019. With this change, the Library Board of Directors (501c3 entity) transitioned from a governance board to a board focused on fundraising to support the Library mission. An advisory board is needed to assist the Library in ensuring it is meeting its mission and serving the community as best possible.

A Library Advisory Committee serves an important role in guiding a public library in the development of goals and library policies, programs, services, and collections that meet the needs of the community and library patrons.

LIBRARY ADVISORY COMMITTEE

The proposed charge and membership for the Library Advisory Committee has been developed using guiding principles from the American Library Association, the Maine State Library - Public Library Standards, and best-practice standards published by other libraries. The charge focuses on mission, strategic planning, and advocacy.

Has been reviewed by Library Director, Lee Perkins and by the Library Board of Directors (501c3). Input from the Friends of the Library group has also been sought. This broad input will help ensure the Committee can be effective and beneficial to the community.

PROPOSED SOLUTION/RECOMMENDATION

Approve ordinance as proposed.

ATTACHMENTS

- Proposed Title 4 Amendment – Library Advisory Committee
- Proposed Title 4 Enactment

TITLE 4
LIBRARY ADVISORY COMMITTEE

ADD the Library Advisory Committee to Title 4 as follows:

1 §4.7 Library Advisory Committee

2 The Library Advisory Committee is charged with guiding the Rice Public Library in the
3 development of goals, library policies, programs, services, and collections that meet the needs of
4 the community and library patrons.

5 §4.7.1 Duties

6 A. Establish bylaws to govern routine Committee proceedings;

7 B. Develop and recommend to the Council a mission statement for the Rice Public Library, and
8 promote and advocate for the mission of the Rice Public Library;

9 C. Understand the needs and goals of the community and guide the Rice Public Library in the
10 development of programs, collections, and services that meet such needs and goals;

11 D. Prepare and recommend for adoption by the Town Council a five-year strategic plan with
12 evaluation goals; update and monitor progress towards implementation of the adopted
13 strategic plan;

14 E. Recommend the establishment and timely update of library policies for programs,
15 collections, lending, confidentiality, and services that are aligned with the American Library
16 Association and State of Maine’s Public Library Standards, and that advance the goals of the
17 Library and support the strategic plan;

18 F. Stay informed of the library statistics, financial status, funding sources and needs of the
19 Library, advise on the annual development of the budget, focusing on the strategic plan
20 implementation;

21 G. Review and provide input on the annual capital program to the Capital Improvement
22 Program Committee; and

23 H. Report at such intervals as the Town Council may direct on programs, use, and
24 implementation progress of the strategic plan.

25 §4.7.2 Appointment and Composition

26 The Committee consists of seven voting members: one Town Councilor, one member from the
27 non-profit Library Board of Directors, one member from the Friends of the Library and four
28 citizen members. The Library Director is an ex officio member without voting rights.

29 Citizen member appointments, or reappointments, are to be for three-year terms, except as
30 otherwise specified. Members representing the Council, non-profit Library Board of Directors,
31 and Friends of the Library serve until their successors are appointed by their respective boards.

KITTERY TOWN CODE
TITLE 4
LIBRARY ADVISORY COMMITTEE

1 **AN ORDINANCE** relating to the municipality's authority for Town governance to give due and
2 proper attention to its many demands pursuant to the Town Charter, Federal law, and Maine
3 Revised Statutes, and more particularly where set forth in Maine Revised Statutes Title 30-A,
4 Municipalities and Counties.

5 **WHEREAS**, the Kittery Town Council is authorized to enact this Ordinance, as specified in
6 Sections 1.01 and 2.07(3) of the Town Charter; 30-A MRS §3001, pursuant to its powers that
7 authorize the town, under certain circumstances, to provide for the public health, welfare,
8 morals, and safety, and does not intend for this Ordinance to conflict with any existing state or
9 federal laws; and

10 **WHEREAS**, the Rice Public Library became a department of the Town of Kittery on July 1,
11 2019; and

12 **WHEREAS**, the American Association of Libraries and the Maine State Library standards
13 recommend having an advisory board that represents the community and serves as volunteers
14 and advocates for the Library; and

15 **WHEREAS**, the Kittery Town Council seeks to create an advisory committee to guide the Rice
16 Public Library in the development of goals and library policies, programs, services, and
17 collections that meet the needs of the community and library patrons;

18 **NOW THEREFORE** IN ACCORDANCE WITH TITLES 30-A MRS §3001 AND TOWN
19 CHARTER §2.14, THE TOWN OF KITTERY HEREBY ORDAINS AMENDMENT TO TITLE 4
20 OF THE TOWN CODE, AS PRESENTED.

21 **INTRODUCED** and read in a public session of the Town Council on the ____ day of _____,
22 20____, by: _____ {NAME} Motion to approve by Councilor
23 _____ {NAME}, as seconded by Councilor _____ {NAME} and
24 passed by a vote of _____.

25 **THIS ORDINANCE IS DULY AND PROPERLY ORDAINED** by the Town Council of Kittery,
26 Maine on the ____ day of _____, 20____, {NAME}, _____, Chairperson

27 **Attest:** {NAME}, _____ Town Clerk

SCOTT P. DENNETT
BARBARA DENNETT
314 PISCASSIC RD.
NEWFIELDS, NH 03856

3838
54-89632114
1
CHECK AMOUNT
DATE

Pay to the Order of USS THRESHER MEMORIAL FUND \$ 125.00

ONE HUNDRED TWENTY FIVE Dollars

Northeast
CREDIT UNION
PO Box 1240, Portsmouth, NH 03802-1240

[Signature]



MAILED DUES

David P. Stephenson, SR
Shauna A. Stephenson
David P. Stephenson, JR
45 Oak Lane
East Waterboro, ME 04030-9765

3940
52-50/112
172
Date

PAY TO THE ORDER OF

USS Thresher Memorial Fund \$ 125.00
One Hundred Dollar Twenty Five Dollars



KeyBank National Association
1800-KEY2YOU® Key.com®

Key Privilege



For USS Thresher Flag Fund Support

[Signature]

Handed Over

VOID USE PORTALTS@

JOHN C. JOYAL
LEE A. JOYAL
1 MOLLY LN
SOMERSWORTH, NH 03878

Brattayn River - Portsmouth, NH

10/23/19
Date

210
54-89632114
02

Pay to the Order of USS Thresher Memorial Fund \$ 125.00
One hundred twenty five and no/100

Northeast
CREDIT UNION
Your Trusted Neighbor
PO Box 1240 Portsmouth, NH 03802-1240

For Cityery Flag B
[Signature]





Dennis J Crowley
104 Foss St # 2
Biddeford, ME 04005-3323

4083
64-8963/2114

Oct 23 2019

CHECKSAFE

PAY TO THE ORDER OF

USS Thresher Memorial Fund \$ 125

One Hundred and Twenty Five Dollars

NORTHEAST CREDIT UNION

Security Features Details on back

FOR Donation / Fees

[Signature]

Harry E Rodgers
Diane A Rodgers
Po Box 499
Springvale, ME 04083-0499

1663
52-7445/2112
07

10/23/19 Date

Pay to the Order of

USS Thresher Mem. Fund \$ 125

One Hundred and Twenty Five Dollars

Photo Safe Deposit® Details on back

D Bank
America's Most Convenient Bank®

For New Flag

[Signature]

WARNING - THIS CHECK IS PROTECTED BY SPECIAL SECURITY GUARD PROGRAM™ FEATURES

Northeast
CREDIT UNION
2114

P.O. Box 1240
Portsmouth, NH 03802-1240
(888) 436-1847

64-8963
2114

00 0000940398

| DATE |
|----------|
| 10/24/19 |

\$125.00

PAY ** ONE HUNDRED TWENTY FIVE DOLLARS AND 00 CENTS **

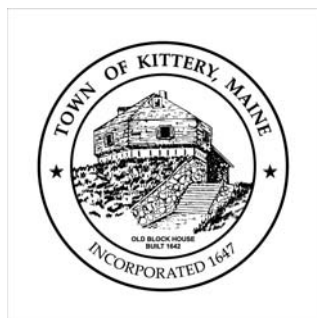
TO THE ORDER OF
USS THRESHER MEMORIAL FUND

OFFICIAL CHECK
VOID AFTER 90 DAYS

[Signature]
Authorized Signature



THIS CHECK CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS



TOWN OF KITTELY COUNCIL RULES

**AMENDED:
FEBRUARY 11, 2019**

COUNCIL RULES

Except as superseded by these rules, Robert's Rules of Order, Newly Revised, 11th Edition, govern the conduct of meetings.

SECTION ONE. REGULAR MEETINGS:

The regular meetings of the Council are held in the Council Chambers of the Town Hall on either the second or fourth Monday of each calendar month, or both. Routinely, only one regular meeting will be scheduled in July, August and December, except if the Chairperson and Town Manager deem it necessary to hold a second. Public proceedings commence at 6:00 p.m. whether or not preceded by an executive session.

When said meeting falls on a holiday or is otherwise postponed, the regular meeting is held on the following Wednesday, at the same time and place.

The date and venue of any regular meeting may be changed upon the vote of the Council, provided, however, that said change in date, or venue, will still provide for at least one regular meeting in each month.

SECTION TWO. SPECIAL MEETINGS:

Special meetings may be called by the Chairperson or by four members of the Town Council. Notice of such meeting must, when possible, be given at least twelve hours before the time for holding the meeting. The call for the meeting must set forth the matters to be acted upon and nothing else may be considered.

Special meetings include public comment time as provided at regular Council meetings, but such public comment is limited to the matters on the agenda for the meeting. Notices of such meetings must include the name(s) of the person(s) requesting the meeting.

SECTION THREE. COUNCIL ACTION:

The Town Council shall act only by ordinance, order, resolve, and by consensus.

Actions of the Council are recorded in the minutes of the Council meeting.

SECTION FOUR. EFFECTIVE DATE OF COUNCIL ACTIONS:

All actions of the Council, except ordinances, take effect immediately upon passage.

The effective date of ordinances is governed by Section 2.14, Paragraph 3 of the Town Charter.

SECTION FIVE. DUTIES OF THE CHAIRPERSON.

The Chairperson shall assume the chair at the time appointed for the meeting; call the members to order; provide for introductory and pledge of allegiance; cause the roll to be called; and, a quorum being present, proceed to conduct the business of the Council according to the published agenda.

The Chairperson shall preserve decorum and order; speak to points of order in preference to other members; and, decide all questions of order subject to an appeal to the Council by motion regularly made and seconded, and no other business is in order until the question on appeal be decided.

The Chairperson shall declare all votes, but if any member doubts a vote, the Chairperson shall cause a return of the members voting in the affirmative and in the negative without debate.

All persons wishing to speak, whether they be Council members or members of the general public must first be recognized by the Chairperson.

The Chairperson enjoys the same rights and privileges as other members of the Council, including the introduction and seconding of motions and participation in debate.

SECTION SIX. VICE CHAIRPERSON.

The position of Vice Chairperson is hereby established. The provisions of Charter Sec. 2.05 (1) apply for election to this position.

In the temporary absence or disability of the Chairperson, Charter Sec. 2.05 (3) and Section Five of these Council Rules govern the duties of the Vice Chairperson.

SECTION SEVEN. RECONSIDERATION OF THE VOTE.

When a vote is concluded, it is in order for any member who voted on the prevailing side to move a reconsideration thereof at the same or next regular meeting.

SECTION EIGHT. CONDUCT IN ADDRESSING THE COUNCIL.

Proper decorum, befitting the gravity of their solemn duties, is expected of all Councilors during the conduct of meetings.

Councilors wishing to speak shall respectfully address the Chairperson, and confine their comments to the question under debate, or the issue the Councilor wants to raise.

No member may be interrupted by another, but for a point of order or to correct a mistake, and only upon recognition by the Chairperson.

SECTION NINE. MOTIONS IN WRITING

Motions must be reduced to writing if the Chairperson so directs.

SECTION TEN. SUSPENSION OF THE RULES.

The rules may not be dispensed with, or suspended, unless five members of the Council consent thereto. No rules may be adopted, amended, or deleted without notice in writing being given at the preceding regular meeting.

SECTION ELEVEN. VOTING:

Voting is by a randomly sequenced roll call. Councilors shall indicate their vote by a yes or no, or by abstention, when polled. No Councilor may be excluded from participation in debate on any question except as required by Town Charter or state statute, (currently Section 12.01 and 30-A MRS §2605, respectively). Councilors have the right to change their vote up to the time the vote is announced by the Chairperson.

Voting on Council Chairperson, Vice Chairperson, and for appointment to the Planning Board and Board of Appeals will be conducted in the following way:

- Nomination will require a motion and second
- Councilors shall indicate their vote by stating the name of one nominee or by abstention
- In case of a tie, the vote will be taken again. In the case of a second tie vote, the Council may either take another vote or continue the matter to the next Council meeting.

The vote must be recorded in the minutes of the meeting to indicate each Councilor's vote, or abstention.

SECTION TWELVE. AGENDA:

In order that advance notice of the matters to be discussed at Council meetings be afforded interested parties, all meetings of the Council will be conducted according to the agenda.

An agenda will be prepared for each regular meeting and posted by the Thursday preceding said meeting. Posting will be in a public area of the municipal building and of the U.S. Post Offices in Kittery and Kittery Point.

When practicable, an agenda will be prepared at least twelve hours in advance of a special meeting; delivered to all Council members and posted as previously provided.

All Town Manager's memoranda of interest to the Council members will be delivered to them at least seventy-two hours before a regular meeting.

All reports or proposals made to the Council, which require or request that an action be taken by the Council, are to be submitted in written form. The content will consist of the following, as appropriate:

- Executive Summary
- Statement of Need
- Background
- Facts Bearing on the Equation
- Current Situation
- Proposed Solution / Recommendation
- Rationale for the Proposed Solution (including costs)

The agenda consists of the following categories:

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call
5. Agenda Amendment and Adoption
6. Town Manager's report
7. Acceptance of previous minutes
8. Interviews for Planning Board and Board of Appeals.
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

Persons who are represented by legal or engineering consultants, who are present and wish to address the Council, shall notify the Chairperson prior to the Council Call to Order of the subject they wish to speak on and will be heard at this time.

10. Public hearings
11. Discussion
 - a. Discussion by members of the public (3 minutes per person)
 - b. Response to public comment directed to a particular Councilor'
 - c. Chairperson's response to public comments.
12. Unfinished business
13. New business
 13. a. Donations/gifts received for Council disposition
14. Councilor issues or comment
15. Committee and other reports
 - a. Communications from the Chairperson
 - b. Committee reports
16. Executive session, if required
17. Adjournment

To the extent possible, matters to be discussed at a meeting by the town manager or Chairperson will be listed on the agenda under Chairperson Communications, or Town Manager's Report, respectively.

The category of Unfinished Business is specifically reserved for Council business discussed at a previous meeting that has been postponed or continued to the meeting for which the present agenda is prepared.

The New Business section of the agenda is reserved for those matters which a Councilor wishes to introduce anew.

Except as provided in Charter Article XI, no proposal for ordinances enactment, repeal, or amendment may lie before the Council unless introduced by a Council member.

In keeping with the policy regarding advance notice, Councilors are encouraged and requested to submit to the Town Clerk those matters which they wish to introduce under New Business by 4:00 p.m. on the Tuesday preceding the Thursday that the agenda is to be posted. The Town Clerk shall then place those matters on the agenda.

Immediately following the roll call, the Chairperson may amend and must adopt the agenda, except no matter requiring public notice may be added without such notice. Agenda amendment after adoption may be made only by majority vote.

SECTION THIRTEEN. DISCUSSION.

A. Discussion by members of the public (3 minutes per person)

Any person wishing to address the Town Council will be given an opportunity to do so in accordance with the following procedures.

1. The Public Discussion section of the agenda is reserved for members of the public who wish to address the Council on any matters listed on the agenda or on other matters they wish to bring to the Council's attention.
2. Any person wishing to have an item listed on the agenda under Public Discussion shall submit the matter to be discussed in writing to the Town Clerk by 4:00 p.m. on the Tuesday preceding the Thursday that the agenda is to be posted.
3. Persons wishing to address the Council during public discussion will signify their desire by raising their hand and, when recognized by the Chairperson, request permission to address the Council, giving their name and address, then designating the subject matter on which they desire to address the Council.
4. Members of the public, addressing the Council during the public discussion section of the agenda shall limit their statements to the Council, to no more than three minutes per person unless the Chairperson finds it necessary to allow more time.
5. Persons wishing to address the Council on an item which appears on the agenda after public discussion shall wait until the Chairperson announces the consideration of such item, at which time, after being recognized, they may address the Council on that particular item.

However, once the Council has begun its deliberation on the item, no person is permitted to address the Council unless the Chairperson, having determined that the Council's deliberations appear finished, and that the item under consideration is of great concern to members of the public gathered, permits persons in the audience to address the Council before closing the discussion and calling for Council vote.

B. Response to public comments.

In order to assure that the Council is speaking as one voice when responding to public comments all general responses shall be made by the Council Chairperson.

The Chairperson is responsible for any subsequent follow-up response to the speakers. In the event a member of the public addresses an issue to a particular Councilor, the Chairperson will invite such Councilor to respond directly, if that Councilor so desires.

SECTION FOURTEEN. COUNCIL POLICIES:

The Town Clerk shall maintain copies of Council rules and policies and provide same to the Rice Public Library.

To allow for the opportunity for full attendance, all workshops held by the Council will be scheduled for a Monday. When this is impossible to do, another night will be chosen by the Council at a regular Monday meeting.

No member of the Council may request a legal opinion relative to Town business from the Town's appointed attorneys without prior approval of a majority vote of the Council. All such requests must be made through the Town Manager.

SECTION FIFTEEN. STANDING COMMITTEES

In accordance with the Kittery Town Charter, Sec. 2.10(2) the Council establishes two standing committees consisting of the entire Council, as follows:

Financial

All budgetary matters
Any appropriation ordinance
Administrative relations
Grants, bequests, etc.

Legislative

Approvals: Permits, licenses
All non-appropriation ordinances
Appointments
Property transfers

SECTION SIXTEEN. COPY COSTS:

The cost charged by the Town for making copies of any materials, excluding those produced by the Planning Department, access to which the public is entitled, is twenty-five (25) cents a copy. Copies of the Council packets are to be made available to the media at ten (10) cents a page.

SECTION SEVENTEEN. COUNCILOR AWARENESS

The Council realizes that Councilors should make an effort to broaden and increase their knowledge of information and skills directly related to their responsibility to govern the Town, and that efforts should be made to appropriate funds for this purpose.

Prior to incurring and requesting reimbursement for such expenses, however, individual Councilors must obtain the approval of the Council. Such approval is required for any individual expense that would be paid from the Council Contingency or the Council Expense accounts.

| | | | |
|-------------------|------------------|------------------|------------------|
| Approved 02/27/89 | Amended 09/27/99 | Amended 12/17/01 | Amended 09/27/10 |
| Amended 12/28/92 | Amended 11/22/99 | Amended 09/16/02 | Amended 01/09/12 |
| Amended 06/26/95 | Amended 05/31/00 | Amended 10/28/02 | Amended 09/10/12 |
| Amended 01/03/96 | Amended 10/30/00 | Amended 08/24/09 | Amended 02/11/13 |
| Amended 01/10/96 | Amended 03/19/01 | Amended 11/23/09 | Amended 03/25/13 |
| Amended 12/09/96 | Amended 07/02/01 | Amended 08/23/10 | Amended 01/27/14 |
| Amended 11/28/16 | Amended 01/08/18 | Amended 11/14/18 | Amended 02/11/19 |

TOWN COUNCIL STANDING, ADHOC & COMMITTEE LIST

COUNCIL CHAIRPERSON / VICE CHAIR – 1ST ORDER OF BUSINESS AFTER SWEARING IN

_____, Chair
_____, Vice Chair

CAPITAL IMPROVEMENT COMMITTEE (1 Council Rep)

Charles Denault

CLIMATE ADAPTATION COMMITTEE (2 Council Reps)

Judith Spiller
Matthew Brock

COMPREHENSIVE PLAN COMMITTEE (Chair and Vice Chair)

_____, Chair
_____, Vice Chair

ECONOMIC DEVELOPMENT COMMITTEE (1 Council Rep)

Kenneth Lemont

EDUCATION SCHOLARSHIP SELECTION COMMITTEE (2 Council Reps)

Charles Denault
Jeffrey Pelletier

KITTERY COMMUNITY CENTER BOARD OF DIRECTORS (1 Council Rep, 3 YR Term)

Jeffrey Pelletier (Until 3/31/21)

TRUSTEES OF TRUST FUNDS (Council Chair)

_____, Chair

KITTERY LAND ISSUES COMMITTEE (1 Council Rep)

Judith Spiller

DISBURSEMENT WARRANT FOR TOWN EMPLOYEE WAGES

Jeffrey Thomson
Cyrus Clark
Jeffrey Pelletier

DISBURSEMENT WARRANT FOR TOWN EXPENSES

Cyrus Clark
Charles Denault
Kenneth Lemont

SCHOOL WARRANT FOR GENERAL DISBURSEMENTS

Jeffrey Pelletier
Jeffrey Thomson
Matthew Brock

YORK RIVER STUDY COMMITTEE

Judy Spiller

TAYLOR BUILDING COMMITTEE

Matthew Brock
Jeffrey Thomson

LIBRARY BUILDING COMMITTEE

Charles Denault

Jeffrey Pelletier



TOWN OF KITTERY
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1329 Fax: 207-439-6806

REPORT TO TOWN COUNCIL

Meeting Date: November 13, 2019
From: Kendra Amaral, Town Manager
Subject: Title 10 – Pepperrell Terrace
Sponsor: Chairperson Judy Spiller

OVERVIEW

The Council received comment from a resident on Pepperrell Terrace regarding sightlines at Pepperrell Terrace and Pepperrell Road. Staff met with the residents, property owners, and the U.S. Post Office staff at Pepperrell Terrace to discuss the conditions. The proposed Title 10 amendments reflect the outcome of discussion.

PROCESS

The proposed amendments to Title 10 came from a process that engaged residents, property owners, and the Post Master. Staff involved in the review of the sightlines and traffic issues included Police Chief Richter, DPW Commission David Rich, and Director of Planning and Development Adam Causey.

We reviewed the sightlines, sidewalk conditions, and traffic flow. During our site visit, we observed steady vehicle traffic, a delivery truck accessing the Post Office site, and multiple pedestrians and bicyclists on Pepperrell Road.

We discussed a number of options to address sightlines and discussed the residents' overall concerns regarding parking and traffic for those utilizing the nearby businesses and the Post Office. We discussed the potential outcomes, impacts, and limitations of various options. We also discussed the Town's expected plan to replace existing sidewalks as part of a pavement management plan, within the next two years.

The parking in front of 91 Pepperrell Road is creating a sightline issue. The owner of the property has agreed to allow the parking signs to be placed on his building, rather than directly at the intersection of Pepperrell Road and Pepperrell Terrace. The signs will indicate the legal parking spaces between the signs, and effectively step back the parking from the corner. He also discussed removing a fence at the corner. Both of these efforts should reduce, if not fully eliminate the sightline issue on that side.

PROPOSED TITLE 10 REVISION

The proposed Title 10 revisions will remove the parking at the corner of Pepperrell Road and Pepperrell Terrace (named Smith Lane in the Code), and designate two parking spaces in front of the Post Office for 15-minute parking. The effect will be to remove the visual obstruction at the corner, provide a much-needed loading space for the Post Office, and provide readily available customer parking for quick visits to the Post Office and Pepperrell Cove businesses.

We discussed with the residents and Post Master the limitations on enforcement for the 15-minute parking. It was understood that the Police cannot be present regularly and that enforcement will be limited and intermittent as staff is available. It was also discussed that the 15-minute spots are public, meaning they are not reserved for Post Office customer parking only.

PROPOSED SOLUTION/RECOMMENDATION

Approve amendments as proposed.

ATTACHMENTS

- Proposed Title 10 Amendment – Pepperrell Terrace
- Proposed Title 10 Enactment
- Site Map

**TITLE 10
PEPPERRELL TERRACE**

1 **AMEND § 10.3.1.3 Fifteen-minute parking as follows:**

2 One parking space, identified by a Town of Kittery parking sign, in front of 7 Wallingford Square will be
3 designated for fifteen-minute parking from 7:00 a.m. to 6:00 p.m. (unrestricted parking is permitted on
4 Sundays and holidays).

5 Two parking spaces, identified by Town of Kittery parking signs, on the north side of Pepperrell Road,
6 starting 15 feet east of Pepperrell Terrace, will be designated for fifteen-minute parking.

7 **DELETE § 10.3.1.6.C:**

8 ~~Parking is prohibited from 5:00 a.m. to 7:00 a.m. and from 5:00 p.m. to 7:00 p.m. on the north side of~~
9 ~~Pepperrell Road starting at Smith Lane and running east for 60 feet.~~

**KITTERY TOWN CODE
TITLE 10
PEPPERRELL TERRACE**

1 **AN ORDINANCE** relating to the municipality's authority for Town governance to give due and
2 proper attention to its many demands pursuant to the Town Charter, Federal law, and Maine
3 Revised Statutes, and more particularly where set forth in Maine Revised Statutes Title 30-A,
4 Municipalities and Counties.

5 **WHEREAS**, the Kittery Town Council is authorized to enact this Ordinance, as specified in
6 Sections 1.01 and 2.07(3) of the Town Charter; 30-A MRS §3001, pursuant to its powers that
7 authorize the town, under certain circumstances, to provide for the public health, welfare,
8 morals, and safety, and does not intend for this Ordinance to conflict with any existing state or
9 federal laws; and

10 **WHEREAS**, the Town seeks to improve traffic safety and customer access to the U.S. Post
11 Office Kittery Point Office on Pepperrell Road through parking regulations;

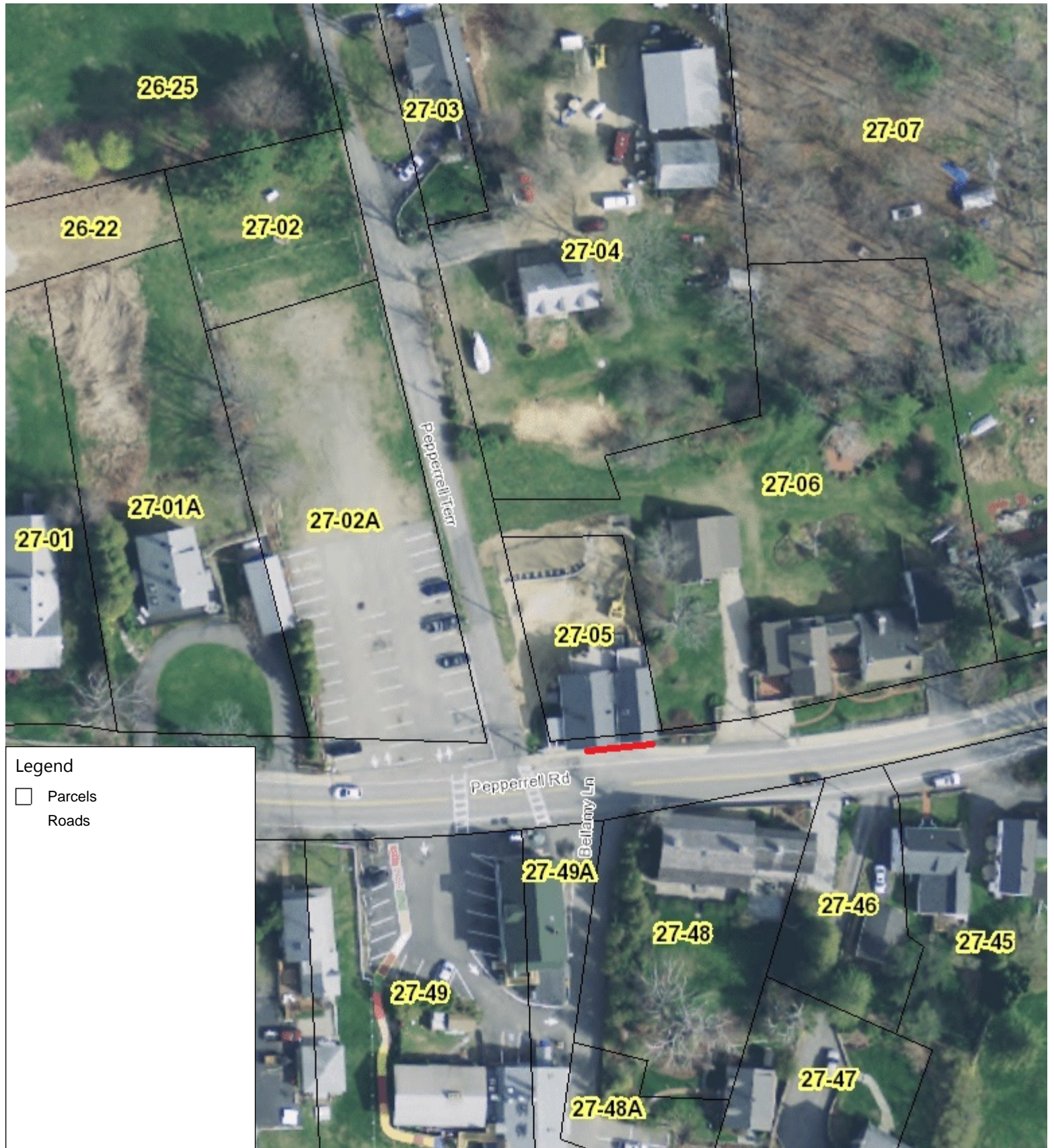
12 **NOW THEREFORE**, IN ACCORDANCE WITH TITLES 30-A MRS §3001 AND TOWN
13 CHARTER §2.14, THE TOWN OF KITTERY HEREBY ORDAINS AMENDMENT TO TITLE 10
14 OF THE TOWN CODE, AS PRESENTED.

15 **INTRODUCED** and read in a public session of the Town Council on the ____ day of _____,
16 20____, by: _____ {NAME} Motion to approve by Councilor
17 _____ {NAME}, as seconded by Councilor _____ {NAME} and
18 passed by a vote of _____.

19 **THIS ORDINANCE IS DULY AND PROPERLY ORDAINED** by the Town Council of Kittery,
20 Maine on the ____ day of _____, 20____, {NAME}, _____, Chairperson

21 **Attest:** {NAME}, _____ Town Clerk

Title 10 - Pepperrell Terrace



Legend

- Parcels
- Roads



TOWN OF KITTERY
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1329 Fax: 207-439-6806

REPORT TO TOWN COUNCIL

Meeting Date: November 13, 2019
From: Kendra Amaral, Town Manager
Subject: Title 10 – Badgers Island Parking
Sponsor: Chairperson Judy Spiller

OVERVIEW

In 2018, the Council received a request from a resident of Badgers Island to make the island roads “resident permit parking only”. The Council directed me to create a committee to review the issues and propose options that address the concerns raised.

After a number of meetings with those living and operating businesses on the island, two options are being advanced at the collective direction of the neighbors and businesses involved in the discussions.

PROCESS

The proposed amendments to Title 10 came from a process that engaged residents and business owners on the island in a collaborative brainstorming and feedback process with staff. The staff team included Police Chief Richter, Fire Chief O’Brien, DPW Commission David Rich, Director of Planning and Development Adam Causey.

We met with Badgers Island residents and business owners to gather a broad prospective of what the challenges are. The challenges ranged from speed on Badgers Island West, lack of parking to support some of the small businesses, overflow parking for Portsmouth and the general behavior of those drivers, and public safety access challenges on Island Ave. Those engaged in the process also offered ideas and engaged in productive dialogue with staff, and each other, about possible solutions.

Following the information gathering phase, staff developed a suite of 5 options to address the various challenges. We met again with the residents and businesses to review the options and get direction on next steps. Five options were presented. We discussed the potential outcomes, impacts, and limitations of each option. We also sent out the options to an email list and sought additional input.

At both the meeting and in the email responses, a strong majority supported pursuing Options 1 and 2 only. The other options were predominately rejected by a majority and therefore are not being pursued.

Option 1 received Council consensus in October. Option 2, Title 10 amendments, requires an ordinance revision.

PROPOSED TITLE 10 REVISION

The proposed Title 10 revisions include a 50’ parking restriction on Island Avenue at the intersection of Route 1. This will help create safe access for vehicles, and most importantly fire apparatus, onto Island Avenue.

The second revision creates two fifteen-minute parking spaces on Island Avenue. The goal again is to improve the safe access for larger vehicles like fire apparatus, while not impacting the adjacent businesses. The fifteen-minute parking spaces provide a reasonably compatible solution.

We discussed with the participants the limitations on enforcement for the 15-minute parking. The residents and businesses understood the Police cannot be present every day, all day long to enforce the parking limitation, and that enforcement will be intermittent as staff is available.

PROPOSED SOLUTION/RECOMMENDATION

Approve amendments as proposed.

ATTACHMENTS

- Proposed Title 10 Amendment – Badgers Island Parking
- Proposed Title 10 Enactment
- Map of Impacted Area
- Suite of Options Considered

**TITLE 10
BADGERS ISLAND**

1 **AMEND § 10.3.1.1 prohibited parking as follows:**

2 Parking is prohibited at all hours in the following locations:

3 Island Avenue, both sides, 50 feet from the intersection of Route 1

4 **AMEND § 10.3.1.3 Fifteen-minute parking as follows:**

5 One parking space, identified by a Town of Kittery parking sign, in front of 7 Wallingford Square will be
6 designated for fifteen-minute parking from 7:00 a.m. to 6:00 p.m. (unrestricted parking is permitted on
7 Sundays and holidays).

8 Two parking spaces, identified by Town of Kittery parking signs, on the south side of Island Avenue
9 beginning fifty feet from the intersection of Route 1 will be designated for fifteen-minute parking.

**KITTERY TOWN CODE
TITLE 10
PARKING RESTRICTION ISLAND AVENUE**

1 **AN ORDINANCE** relating to the municipality's authority for Town governance to give due and
2 proper attention to its many demands pursuant to the Town Charter, Federal law, and Maine
3 Revised Statutes, and more particularly where set forth in Maine Revised Statutes Title 30-A,
4 Municipalities and Counties.

5 **WHEREAS**, the Kittery Town Council is authorized to enact this Ordinance, as specified in
6 Sections 1.01 and 2.07(3) of the Town Charter; 30-A MRS §3001, pursuant to its powers that
7 authorize the town, under certain circumstances, to provide for the public health, welfare,
8 morals, and safety, and does not intend for this Ordinance to conflict with any existing state or
9 federal laws; and

10 **WHEREAS**, the Town seeks to improve safe access to Island Avenue; and

11 **WHEREAS**, a combination of parking restrictions along Island Avenue will provide sufficient
12 room for large vehicles such as fire apparatus to access and provide service to the properties
13 on the road;

14 **NOW THEREFORE**, IN ACCORDANCE WITH TITLES 30-A MRS §3001 AND TOWN
15 CHARTER §2.14, THE TOWN OF KITTERY HEREBY ORDAINS AMENDMENT TO TITLE 10
16 OF THE TOWN CODE, AS PRESENTED.

17 **INTRODUCED** and read in a public session of the Town Council on the ____ day of _____,
18 20____, by: _____ {NAME} Motion to approve by Councilor
19 _____ {NAME}, as seconded by Councilor _____ {NAME} and
20 passed by a vote of _____.

21 **THIS ORDINANCE IS DULY AND PROPERLY ORDAINED** by the Town Council of Kittery,
22 Maine on the ____ day of _____, 20____, {NAME}, _____, Chairperson

23 **Attest:** {NAME}, _____ Town Clerk

Title 10 - Island Avenue



Legend

Roads



BADGER'S ISLAND PARKING OPTIONS

Current Ordinance (10.3.1.6.A)

It is unlawful to leave a motor vehicle parked, standing, or unattended on any public way in the Town:

(1) November 1 to April 15, inclusive:

- (a) Between the hours of 12:00 midnight and 6:00 a.m.;
- (b) More than four hours between 6:00 a.m. and 12:00 midnight.

(2) April 16 to October 31, inclusive:

- (a) More than four hours between 6:00 a.m. and 6:00 p.m., Monday through Friday.

| Proposal | SUPPORT | |
|---|-------------------------------------|--------------------------|
| | YES | NO |
| <p>1. Request Speed Reduction to 20 MPH on Badger's Island West</p> <p><i>Outcomes:</i></p> <ul style="list-style-type: none"> • May make it more comfortable for walkers/bikers <p><i>Challenges:</i></p> <ul style="list-style-type: none"> • Speed is already relatively low • MDOT sets speed limits; not the Town • Enforcement would be intermittent and only as Police personnel are available <p><i>Timeframe:</i></p> <ul style="list-style-type: none"> • MDOT takes approximately 6-9 months to respond to speed reduction requests. <p>Comments:</p> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <p>2. Restrict parking on south side of Island Ave 50'; make the first two parking spaces thereafter, 15 min parking only</p> <p><i>Outcomes:</i></p> <ul style="list-style-type: none"> • Improves sightlines and turning space to and from Island Ave • Provides short-term parking for area businesses <p><i>Challenges:</i></p> <ul style="list-style-type: none"> • Enforcement would be intermittent and only as Police personnel are available <p><i>Timeframe:</i></p> <ul style="list-style-type: none"> • Approximately 2 months for Council to review and approve. <p>Comments:</p> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Proposal | SUPPORT | |
|--|--------------------------|-------------------------------------|
| | YES | NO |
| <p>3. Restrict parking on Badgers Island West and Island Ave to <u>2 hours</u> maximum</p> <p><i>Outcomes:</i></p> <ul style="list-style-type: none"> • Reduce all-day parking during weekdays and peak times. • Makes it more difficult for area employees (Kittery, Shipyard, Portsmouth) to park near their work <p><i>Challenges</i></p> <ul style="list-style-type: none"> • Does not eliminate visitor parking for people avoiding Portsmouth meters for shorter parking needs • BI employees utilizing on-street parking would need to move their vehicles multiple times during a work day • BI visitors utilizing on-street parking may need to move their vehicles during their visit • Enforcement would be intermittent and only as Police personnel are available <p><i>Timeframe</i></p> <ul style="list-style-type: none"> • Approximately 2 months for Council to review and approve. <p>Comments:</p> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <p>4. Eliminate on-street parking on Badgers Island West and Island Ave</p> <p><i>Outcomes:</i></p> <ul style="list-style-type: none"> • Parking only allowed on private property <p><i>Challenges:</i></p> <ul style="list-style-type: none"> • Eliminates on-street parking for BI business employees • Eliminates on-street parking for BI visitors • Enforcement would be intermittent and only as Police personnel are available <p><i>Timeframe</i></p> <ul style="list-style-type: none"> • Approximately 2 months for Council to review and approve. <p>Comments:</p> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Proposal | SUPPORT | |
|--|--------------------------|-------------------------------------|
| | YES | NO |
| <p>5. Install Parking Meters on Badgers West and Island Ave with timed parking restrictions</p> <p><i>Outcomes:</i></p> <ul style="list-style-type: none"> • Cost for residents, businesses, visitors utilizing on-street parking on BI • Reduce parkers avoiding Portsmouth meters <p><i>Challenges:</i></p> <ul style="list-style-type: none"> • Creates an employment cost for BI businesses utilizing on-street parking • Residential visitors would have to pay for parking • Town does not have a paid parking program. To create one would require: <ul style="list-style-type: none"> ○ Creation of program, investment in capital, and increased staffing costs to implement and maintain ○ Signage, pay kiosks, and other equipment take up space on narrow roads ○ Opens the door to other areas of town wanting paid parking in their neighborhoods and popular areas (Wallingford Sq, outside Fort Foster, Pepperrell Cove) <p><i>Timeframe</i></p> <ul style="list-style-type: none"> • Uncertain, but most likely a year or more to allow time for ordinance development, funding, equipment evaluation/purchase/installation, and staffing changes needed. <p>Comments:</p> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

General Comments:



TOWN OF KITTERY
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1329 Fax: 207-439-6806

DRAFT

[DATE]

Mr. Todd Frederick
Chairperson
Board of Selectmen
Town of York

Dear Mr. Frederick;

1 Thank you for your recent letter regarding the Kittery-York border. The Kittery Town Council believes the
2 boundary between our two communities is, as it has been, in all relevant contemporary and historical
3 documents. All U.S. Geological Service, State of Maine, Town of York, and Town of Kittery maps and
4 documents support the current and historical boundary between our two friendly communities.

5 The boundaries set forth by the 1653 Articles of Submission present an alternate line than all those
6 established both before and after it. It is important to note that this particular boundary was established
7 through aggression, imposed by decree from the Massachusetts Bay Colony. Rife with arbitrary limitations
8 set forth and enforced by armed militia, it reflected neither the established property lines of the time, nor
9 those before or after it. Each and every other boundary reflects the current and legal boundary since the
10 founding and settlement of our two communities.

11 The Town of Kittery appreciates that a change in border may hold some potential benefit for a single
12 property owner. Reason, however, does not support or encourage the time, expense, or potential ill will that
13 such a dubious legal challenge might create between friends and neighbors. In any event, the Town of
14 Kittery will vigorously protect and defend her borders against any and all claims now, or in the future.

Sincerely,

Chairperson
Kittery Town Council

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

| DIVISION USE ONLY | |
|-------------------|--|
| License No: | |
| Class: | By: |
| Deposit Date: | |
| Amt. Deposited: | |
| Cash Ck Mo: | |
| Good SOS w/ DBA: | <input type="checkbox"/> Yes <input type="checkbox"/> No |

CLUB APPLICATION

NEW application: Yes No Business hours: Wen - Monday 3:00 - 11:00
 If business is NEW or under new ownership, indicate starting date: Close Tuesdays
 Requested inspection (New Licensees/ Ownership Changes Only) Date: _____

PRESENT LICENSE EXPIRES 01/10/20

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE: \$10.00 Filing Fee (must be included on all applications)

\$495.00 Club w/o Catering (Class V – Malt, Vinous & Spirituous)

Club with Catering : Malt, Vinous, & Spirituous-Class I (\$900.00) Spirituous Only-Class II (\$550.00)
 Vinous Only-Class III (\$220.00) Malt Only-Class IV (\$220.00)
 Malt & Vinous Only-Class III & IV Combination (\$440.00)

ALL QUESTIONS MUST BE ANSWERED IN FULL

| | |
|--|---|
| Corporation Name: <u>Loyal Order of Moose 444</u> | Business Name (D/B/A) <u>Loyal Order of Moose 444</u> |
| APPLICANT(S) –(Sole Proprietor) <u>Loyal order of moose 444</u> | DOB: _____ |
| DOB: _____ | Physical Location: <u>76 US RTE 1 bypass</u> |
| Address <u>76 US RTE 1 bypass</u> | City/Town State Zip Code <u>Kittery ME 03904</u> |
| City/Town State Zip Code <u>Kittery ME 03904</u> | Mailing Address <u>PO Box 968</u> |
| City/Town State Zip Code <u>Kittery ME 03904</u> | City/Town State Zip Code <u>Portsmouth NH 03802</u> |
| Telephone Number Fax Number <u>207-703-0899</u> | Business Telephone Number Fax Number <u>207-703-0899</u> |
| Federal I.D. # <u>02-0219930</u> | Seller Certificate #: or Sales Tax #: <u>1183183</u> |
| Email Address: Please Print <u>Lodge 444@mooseunits.org</u> | Website: _____ |

1. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ 37,901.13
2. Is applicant a corporation, limited liability company or limited partnership? YES NO
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.
3. Do you own or have any interest in any another Maine Liquor License? Yes No
 If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

(Use an additional sheet(s) if necessary.)

License # _____ Name of Business _____

Physical Location _____

City / Town _____

4. Do you permit dancing or entertainment on the licensed premises? YES NO

5. If manager is to be employed, give name: _____

6. Business records are located at: 76 US RTE one bypass Kittery, ME 03904

7. Is/are applicant(s) citizens of the United States? YES NO

7. Is/are applicant(s) residents of the State of Maine? YES NO

8. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

| Full Name (Please Print) | DOB | Place of Birth |
|--------------------------|------------|----------------|
| John Wentworth | 01-26-1969 | Dover, NH |
| Michelle Thumith | 03-23-1971 | Framingham MA |
| | | |

9. Residence address on all of the above for previous 5 years (Limit answer to city & state)

| | | |
|------------------------|------------------|--------------|
| Name: John Wentworth | City: Portsmouth | State: NH |
| Name: Michelle Thumith | City: Kittery | State: ME |
| Name: _____ | City: _____ | State: _____ |

10. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

11. Will any law enforcement official benefit directly in your license, if issued?

Yes No If Yes, give name: _____

12. Has/have applicant(s) formerly held a Maine liquor license? YES NO

13. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

14. Describe in detail the premises to be licensed: (Diagram Required) 2500 sq Foot Building

15. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES NO Applied for: _____

16. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 2 miles

Which of the above is nearest? Shapleigh School

19. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Kittery Maine on November 4, 20 19
Town/City, State Date

John Wentworth
Signature of Applicant or Corporate Officer(s)

John Wentworth
Print Name

Please sign in blue ink

Michelle Thumith (bar manager)
Signature of Applicant or Corporate Officer(s)

Michelle Thumith
Print Name

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application. Please make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

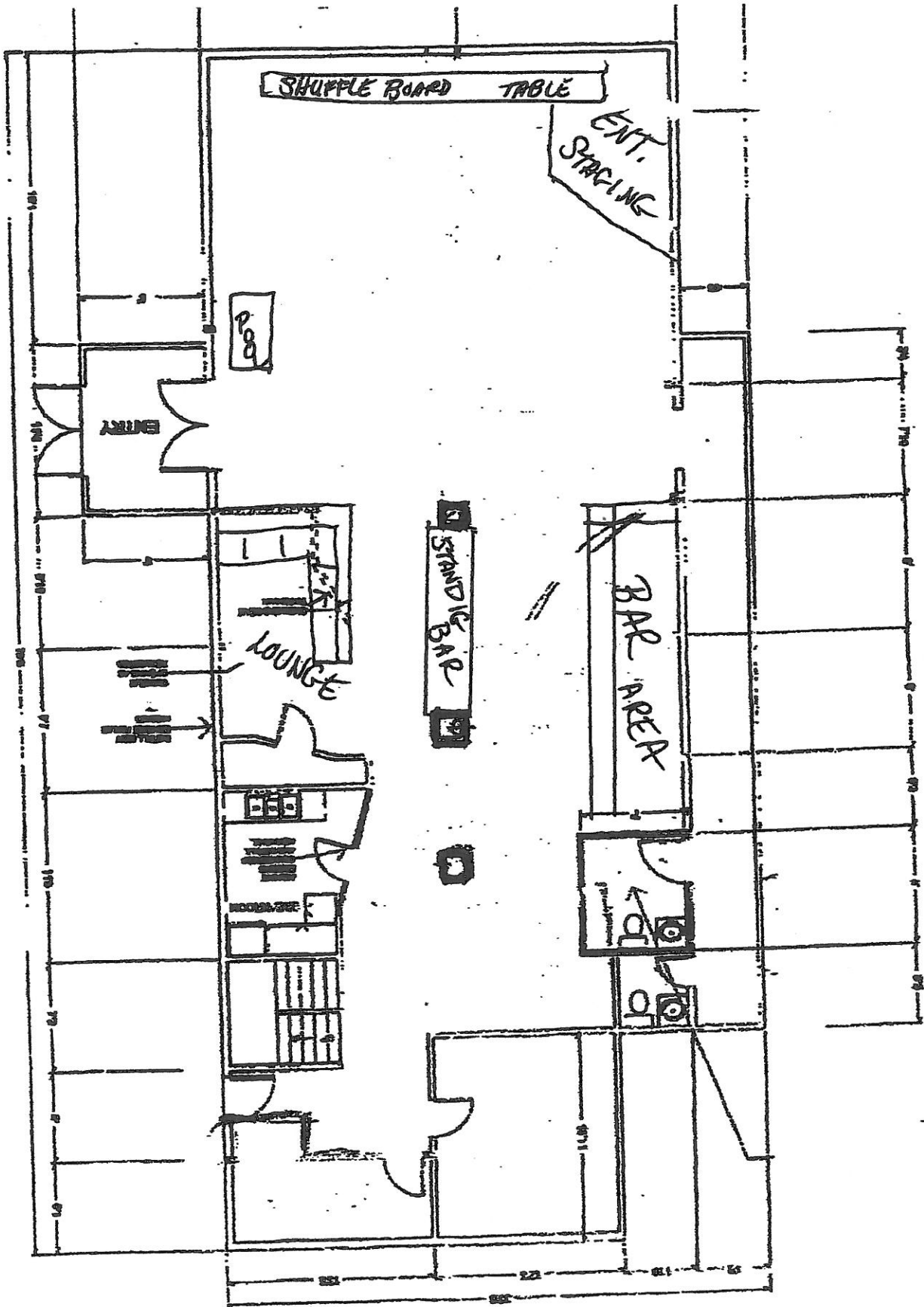
Dated at: _____, Maine _____
City/Town County

On: _____
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

THIS APPROVAL EXPIRES IN 60 DAYS

Rt. 1



PARK-PARK
707

**Bureau of Alcoholic Beverages
 Division of Liquor Licensing & Enforcement
 8 State House Station
 Augusta, ME 04333-0008
 Tel: (207) 624-7220 Fax: (207) 387-3434**

SUPPLEMENTARY QUESTIONNAIRE FOR CLUB APPLICANTS

1. Legal Club Name: Loyal Order of Moose #444

2. D/B/A Name: Loyal Order of Moose #444

3. Complete Title, name, date of birth and telephone number for each principal officer of the club:

| Title | Name | Birth Date | Telephone |
|-------------|----------------|------------|--------------|
| Governor | John Wentworth | 1/26/69 | 603-828-8785 |
| Jr Governor | Jason Wilcox | 2/22/75 | 603-767-0233 |
| Treasurer | Tom Fullum | 8/1/63 | 603-817-5525 |
| | | | |
| | | | |

4. Date Club was incorporated: 02/03/1991

5. Purpose of Club: Social Recreational Patriotic Fraternal

6. Date regular meetings are held: 1st and 3rd Tuesdays Monthly

7. Date of election of Club Officers: March

8. Date elected officers are installed: April 1st

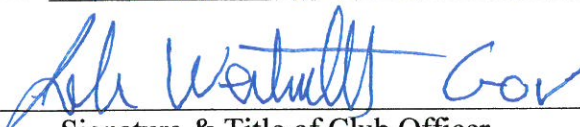
9. Total Membership: 233 Annual Dues: 40.00 men 25 women Payable When: Annually

10. Does the Club cater to the public or to groups of non-members on the premises? Yes No

11. Excluding salaries, will any person, other than the Club, receive any of the financial profits from the sales of liquors? Yes No

12. If a manager or steward is employed, complete the following:

Name: John Wentworth Date of Birth: 01/26/69

 Gov Sign in blue ink 11-4-19
 Signature & Title of Club Officer Date

John Wentworth Gov
 Print Name & Title of Club Officer



TOWN OF KITTERY
Office of the Town Clerk
200 Rogers Road
Kittery, Maine 03904
Phone 207-474-1328 Fax 207-439-6806

APPLICATION FOR SPECIAL ACTIVITY/AMUSEMENT PERMIT
(Pursuant to 28-A M.R.S.A. Sec. 1054)

Name, address and legal status of individual(s) or entity seeking to hold permit:

Loyal order of Moose 444
76 US Rte 1 bypass Kittery, ME 03904

Name and mailing address of the premises where the special activity/amusement will occur:

Loyal order of Moose 444
PO Box 968 Portsmouth, NH 03802

Mailing address and telephone number of owner of the real estate: _____

PO Box 968 Portsmouth, NH 03802 207-703-0899

Describe the specific portion of the premises where the special activity/amusement will occur:

front room closes to Rte 1 bypass indoors

Set forth the specific time periods between which the special activity/amusement will occur:

Friday or Saturday 6:00 pm to 11:00 pm

Describe the specific activity or type of amusement for which the permit is requested:

Small bands, Karaoke, DJ's

Has any individual(s), partner(s), majority shareholder(s) of the business entity, seeking to hold this permit, been convicted of a felony or had any similar type of amusement or activity permit been denied or revoked within the past ten (10) years by any other municipal or state authority, agency or board? Yes ___ No

If so, give the state of conviction for any felony and describe specifically the circumstances of any such denial or revocation giving the state or city and date of such denial or revocation:

Give any additional information to support your request for the permit sought herein:

As part of this application process, the individual or business entity seeking the permit herein acknowledges that the Municipal Officers, pursuant to 28-A M.R.S.A. Subsection 1054(7) may suspend or revoke the permit applied for herein on the grounds that the activity or amusement constitutes a detriment to the public health, safety or welfare, or violates municipal ordinances or regulations.

Give the authority and legal relationship of the applicant signing below to the entity seeking permit:

John Wentworth Governor

NOTE: In granting this permit, the Town relies on the accuracy and truth of the facts represented herein. Any misleading or incorrect information set forth in this application shall be grounds for denial or immediate revocation of the permit issued. By signing this application, the applicant represents the truth of the facts herein stated.

DATE OF APPLICATION: November 4, 2019

SIGNATURE OF APPLICANT: 

APPLICANT'S NAME: John Wentworth
(please print)

ADDRESS: Maplewood AVE Portsmouth, NH 03801
(please print)

TELEPHONE NUMBER: 603-828-8735

FEE: \$20.00 per year Must be renewed annually with liquor license.

PLEASE SUBMIT THIS FORM AND APPROPRIATE FEE TO THE TOWN CLERK'S OFFICE