

TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1329 | Fax: (207) 439-6806
towncomments@kitteryme.org | www.kitteryme.gov

Kittery Town Council January 22, 2024 | 6:00 PM | Council Chambers & Zoom

Meetings may be watched in person, on Channel 22, the Town's website, or Kittery Channel 22 Facebook page.

The public may submit public comments via email, US Mail, or by dropping off written comments at the Town Hall. Emailed comments should be sent to: TownComments@kitteryme.org.

The public may participate in person or via Zoom webinar. **To register for the Zoom webinar, click this link:**

https://us02web.zoom.us/webinar/register/WN_RiSLIMkrSKCcoZqLW-jHNQ

Written comments received by noon on the day of the meeting will become part of the public record and may be read in whole or in summary by the Council Chair.

1. Call to Order
2. Land Acknowledgement & Introductory
3. Pledge of Allegiance
4. Roll Call
5. Agenda Amendment and Adoption
6. Town Manager's Report
7. Acceptance of Previous Minutes
 - January 8, 2024 – Regular Meeting
8. Interviews for the Board of Appeals and Planning Board

9. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices.

10. PUBLIC HEARINGS

11. 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

12. UNFINISHED BUSINESS

- a.(010224-01) The Kittery Town Council moves to discuss the preliminary assessment of costs associated with the petition for a request for a sewer extension on Rogers Road.

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.

(010224-02) The Kittery Town Council moves to accept a donation from The Southern Maine Fish and Game Club in the amount of \$100.00 to be deposited into the George Smart Santa Fund, account #1372.

(010224-03) The Kittery Town Council moves to accept a donation from Northeast Credit Union in the amount of \$6,000.00 to be deposited into the Thresher Memorial Donation Fund, account #5007.

(010224-04) The Kittery Town Council moves to accept a donation from James O'Neil in the amount of \$100.00 to be deposited into the Kittery Community Center Fund, account #2063.

- b.(010224-05) The Kittery Town Council moves to approve a request from the Traip Academy Project Graduation Committee to hold a toll booth at the Resource Recovery Facility on April 27, 2024 between 7:30am and 2:00pm.

- c.(010224-06) The Kittery Town Council moves to reappoint the following individuals to the Library Advisory Committee for a three-year term to expire 12/31/2026

- Susan Goodman

- Carolyn Nielsen
- Thomas Newbold
- Lindsay Burrowbridge

d.(010224-07) The Kittery Town Council moves to sign a proclamation designating Kittery as a Purple Heart Community.

e.(010224-08) The Kittery Town Council moves to review the Appendix A updates.

14. COUNCILOR ISSUES OR COMMENTS

15. COMMITTEE AND OTHER REPORTS

- a.Communications from the Chairperson
- b.Committee Reports

16. EXECUTIVE SESSION

17. ADJOURNMENT

Posted: 1/18/2024



TOWN OF KITTEERY

Office of the Town Manager

200 Rogers Road, Kittery, ME 03904

Telephone: (207) 475-1329 | Fax: (207) 439-6806

kamaral@kitteryme.org | www.kitteryme.gov

Town Manager's Report to Town Council January 22, 2024

- 1. Coastal Storm Response** – Please help me in thanking our public safety and public works teams for all their efforts during the coastal storms of the last few weeks. The Fire Department was responding to calls of flooding, downed wires and tree limbs. Public Works was clearing storm drains, closing roads, and monitoring public infrastructure. The Police Department was monitoring road safety and responding to calls for service. The Sewer Department was addressing significant water infiltration and pumping station wet wells, ensuring we did not have untreated discharge due to stormwater overflows. The Harbormaster was monitoring the marine infrastructure and water safety as storm surge once again breached the seawalls at Pepperrell Cove. The team worked effectively together to communicate conditions and coordinate response.

We will be assessing the damage to public infrastructure and tracking the cost of response and repair, in anticipation of a potential emergency declaration from FEMA for the two coastal storms the week of January 8th. We are assessing the damage to the stormwater infrastructure, Fort Foster pier and walkways, and Pepperrell Cove pier.

The region has been inundated the last few weeks with wind, snow, rain, and coastal flooding which caused road closures, power losses, flooded homes and businesses, and storm damage to Fort Foster and Pepperrell Cove among other areas. This is on top of a significantly wet summer and fall. The National Weather Service has noted that Maine finished the past year with “significantly above average temperatures and precipitation”.

The Climate Action Plan Strategies include objectives related to emergency planning, stormwater management, and protecting critical public infrastructure (roads, culverts, bridges, piers, etc.) from anticipated increases in storms, precipitation, and coastal flooding. The realities of the last week, and the past year of significant precipitation reinforces the importance of our climate adaptation and resiliency work.

- 2. Coastal Flooding and Storm Survey** – We ask residents and businesses who snapped photos of area flooding, storm surge and coastal storm impacts from the January storms to please share the photos and information with us through our Coastal Flooding and Extreme Weather Events Survey.

The photos we have collected from prior storms has been invaluable in our applications for FEMA disaster relief funding and climate adaptation and resiliency grant funding for restoration of public infrastructure, and stormwater, road, and drainage improvements.

To submit your storm related photos and for more information visit www.surveymonkey.com/r/KitteryStorms.

3. Presidential Primary Election – Absentee ballot applications are available for the Presidential Primary Election being held on **March 5 from 8AM to 8PM at the Kittery Community Center.**

This is a “semi-open” primary, meaning if someone is enrolled in a qualified party, they may only vote in that party’s primary. If someone is unenrolled (has no party affiliation) they may choose which party’s primary they will vote in.

In addition to voter services being available during normal business hours, the Town Clerk will be holding a Voter Registration Night on February 29, from 6PM to 7PM at Town Hall. This is an opportunity to register to vote, make address or name corrections, change party enrollment, or vote absentee.

To request an absentee ballot, register to vote, change enrollment, or for more information about the Presidential Primary Election, please contact the Town Clerk’s Office at 207-475-1313 or visit kitteryme.gov/elections.

4. Calendar Year 2023 Annual Goals Final Report – See Attached

5. Fiscal Year 2024 Quarter 2 Financial Report – See Attached

6. Upcoming Dates:

- Absentee Ballot Applications Available – Town Clerk, Town Hall
- Route 1 Feasibility Study Input Session – January 24, 6PM, Town Hall
- Dog License Renewal Deadline – January 31, 2024, Town Clerk’s Office
- AARP Tax Aide – Starting February 7, Kittery Community Center
- Family Valentine’s Dance – February 10, 6PM – 8PM, Kittery Community Center
- Real Estate and Personal Property Taxes Due – February 15, 2024, Town Hall
- Voter Registration Night – February 29, 6PM – 7PM, Town Clerk’s Office
- Presidential Primary Election – March 5, 8AM – 8PM, Kittery Community Center

Respectfully Submitted,



Kendra Amaral
Town Manager



TOWN COUNCIL & TOWN MANAGER ANNUAL GOALS 2023 FINAL REPORT

Town Council Goals

Council Conduct

- Continue to conduct Council business respectfully as we work toward consensus and capitalize on our experiences and diversity.
- Work to keep the demands we place on the Town Manager and her staff at a manageable level and maintain an open line of communication with the Manager regarding questions and demands.

Affordability

- Increase housing stock for those meeting affordability guidelines:
 - Support community conversations around understanding affordable housing and its role in Kittery (3.3, 4.1, 4.2, 8.5) - Educational program wrapped up in November.
 - Direct funding, where appropriate, to the Housing Fund (4.1, 4.2) – Housing Committee planning round two of ADU grant.
 - Ensure compliance with new state laws relative to affordable housing (aka LD2003) – Ordinance amendments to comply with LD2003 adopted in November.

Community

- Amend where necessary and appropriate, Town ordinances, policies, and practices to assure fairness, equity, and inclusion for all Kittery residents and visitors. (7.1)
 - Support the work of the Diversity, Equity, and Inclusion Committee as they identify barriers and opportunities to achieve the Town's DEI objectives. –Comp Plan review for DEI near complete; calendar of celebrations adopted, public engagement/outreach program in initial planning stages.
- Continue implementation of plans to control traffic, reduce speeds in Kittery neighborhoods, including:
 - Implementation of JLUS recommendations with respect to public transportation and remote satellite parking (5.1, 5.4) – Microtransit from Sanford scheduled to launch in 2024; meetings with PNS regarding congestion ongoing.
 - Implementation of bike/ped master plan recommendations (5.2, 5.3) – Demonstration project complete; intersection improvements scheduled for 2024 construction season, next round of demonstration projects in planning stages for 2024.
 - Created Ad Hoc Traffic and Parking Committee.
- Assess Memorial Field for potential improvements that will support the demand for high quality playing fields (2.2,7.2) – Review of draft final report in

underway. KCC BOD and KAFC meeting to develop a collaborative approach to moving project forward with KCC Master Plan.

- Encourage broad citizen involvement in Town governance (7.1) – **Percentage of new applicants increasing through outreach.**
- Explore expanding recreation opportunities in town such as creating a skate park (2.2) – **Pop Up Game Pods completed. Planning underway for drop in youth programming at KCC.**

Climate Resilience

- Support adoption of a comprehensive Kittery Climate Action Plan (9.1, 9.2) – **Strategies approved by Council, draft final report in development.**
- Create a climate resilience reserve fund (9.1, 9.2) -
- Support ordinances to protect the shoreland zone (8.1, 8.2) – **Drafted, will start committee reviews in 2024.**

Fiscal Responsibility and Town Services

- Adopt a budget that is progressive, responsible, responsive to community expectations and needs (7.4) - **Complete.**
- Encourage the Town Manager's continued assessment of the effectiveness of Town service delivery (7.1) – **Expanding online services, evaluating electronic payment options for improved customer ease.**

Town Manager Goals

Support Council's efforts to implement the Comprehensive Plan 5 Year Action Plan (see Council Goals) – **See goals referenced to 5 Year Comp Plan.**

Develop and propose a plan for the Comprehensive Plan Update due in 2025. – **Carried over to 2024.**

Support long term planning and growth management objectives:

- Identify programs, grants, and property acquisitions that retain or increase working waterfront access (6.1, 6.2) – **Working waterfront round table held in June, action items identified including addressing funding, technical support, and expanding access for working waterfront to existing federal and state resources. Senator Collins launched new legislation for funding working waterfront preservation. Town engaged in GMRI resilience study and co-applicant for MCFA's preservation grant program.**
- Complete Gorges Road expansion project and effect the relocation of the ambulance service to the Gorges Road Fire Station – **Complete.**
- Complete analysis of absorbing the ambulance service as a town-run function – **Complete.**
- Complete the review and recommendation process for the Business Park Zone (formerly Mixed-Use Neighborhood Zone) (3.2, 3.5) – **Market analysis nearing completion, hydrological study final report complete. Process for next step in development.**

- Assist the Kittery Water District in its State Road land use efforts (3.3)
- Implement a program to improve communication around affordable housing needs and options in Kittery (4.1, 4.2) – **Books and Big Ideas launch, Speaker series with York Community Service Agency, photo essay installation, Affordable Housing 101 launch on website, Citizen Planner Academy, Housing Advocacy Boot Camp.**
- Complete the sale of tax foreclosed properties and assist in the implementation of affordable housing on these properties. (4.1, 4.2) – **Rogers Road sold; grant awarded for 42-44 Old Post brownfields, 18-20 Phelps resuming process with new legal guidance to comply with recent state law changes.**

Climate Action

- Implement building LED light conversion (9.2) – **KCC project wrapping up, Town Hall Complex scheduled.**
- Begin development of a comprehensive multi-year plan to reduce the carbon footprint of municipal operations in accordance with the Climate Action Plan (9.2) – **Climate Action Plan in draft stage; pursuing flood resiliency design grant with SMPDC, and regional energy efficiency pilot project grant awarded.**

Social and Racial Equity and Justice

- Continue efforts to attract a diverse candidate pool for town positions, boards, commissions, and committees (4.1, 4.2) – **Updated job descriptions to remove barrier to historically disadvantaged populations, participated in Municipal Career event with Town of Eliot and Kittery Adult Ed.**
- Implement changes in Kittery's signage, buildings, and materials to be inclusive and welcoming to all (4.1, 4.2, 7.1, 7.2) - **Tribal flag in Town Chambers, revised Emery Field playground design to enhance access for those with mobility limitations, developing plan to implement DEI calendar.**

Enhance Financial Stability

- Produce a 2024 budget that seeks to respond to service expectations of the community, and appropriately address unmet needs and respond to growing inflation (7.4) – **Complete.**

Enhance Municipal Services

- Launch Police Citizens Academy and expand to other areas as appropriate – **On hold due to staffing shortages.**
- Implement short-term recommendations from Bike/Ped Master Plan (5.2, 5.3, 9.1) – **Demonstration projects complete, awaiting grant decision on Stevenson sidewalk.**
- Complete five-year strategic planning effort for Library and present recommendations – **Strategic Plan action items in development.**
- Advance the integration of general assistance with our local social service agencies – **Agreement complete, transitioning to Fair Tide in January 2024.**

- Complete KCC Campus Master Plan and present recommendations (2.2) – Complete. Working with KAFC to collaboratively pursue implementation of Master Plan and Memorial Field improvements.
- Complete Memorial Field Assessment and present recommendations (2.2) – Final report in draft stage; see KCC Master Plan goal.
- Assist in the explore expanding recreation opportunities in town such as creating a skate park (2.2) – Pop up game pods implemented in summer 2023, planning underway for drop programs at KCC.



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REPORT TO TOWN COUNCIL

Meeting Date: January 22, 2024
From: Kendra Amaral, Town Manager
Subject: Fiscal Year 2024 Financial Update – Quarter 2
Councillor Sponsor: N/A

This is to provide the Council with an update on the Fiscal Year 2024 (FY24) finances at the close of Quarter 2 (Q2) of the fiscal year.

REVENUE

At this stage we focus on watching revenue activity and identifying any variations of items that are off track from where we expect half-way through the year.

As reported in the Q1 update, the property abatement line is currently showing the Senior Tax Circuit Breaker and Senior Tax Stabilization credits, along with other normal abatement activities. The Senior Tax Circuit Breaker will get moved to the Other Funds account, and we are determining how to best account for the Senior Tax Stabilization program abatements and state reimbursement for this one-year program.

Code enforcement fees, specifically building-related permits are healthy through Q2, at approximately \$273,575 or 78% of budget. We had anticipated a slow-down in building activity this fiscal year due to interest rates on loans and inflation on construction material costs. However, the current revenue collection suggests a slow down is not occurring at this point.

Interest on investments is also healthy at this point in the fiscal year. Interest on investments is at \$38,911 or 195% of projection. Interest income is earned from invested “idle” cash such as the Town’s undesignated reserve fund. The Town is currently achieving a rate of return in excess of the inflation rate, meaning the town is not losing value on cash held due to loss of buying power from inflation.

Quarterly sewer revenue is \$1,575,444. This is approximately \$418,000 above Q2 for the prior fiscal year. The variation is primarily due to the timing of the billing cycle from year to year.

EXPENDITURES

We continue to evaluate and estimate year-end projections for spending. This is 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. As usual, we are watching a few areas for potential exposure. Though we have not experienced much by way of winter storms through December, I continue to carry a full "worst case scenario" for snow, ice, and now flood/storm operations. The snow and ice cost projections will be adjusted by Q3 based on actual storm activity during the winter months.

Staff fluctuations and projects have had the most significant impact on projections at this phase of the fiscal year.

Departments that are short-staffed are utilizing overtime and part-time hours more heavily than desired; conversely open positions are offsetting wages in operating budgets and our Shared Services budget which carries employee fringe benefit costs.

The Administration budget is projected to be over budget approximately \$50,000 for the fiscal year. The primary driver is Other Professional Services which included the design services for the KCC Master Plan development, the ADA/Inclusivity package for our website, and accounting consulting.

The Fire Department is projected to have a year-end deficit of \$43,600. I expect this to grow with the three storms (snow and coastal flooding) experienced in January. The number of call firefighters coming in for calls for service continues to be too low to respond safely and effectively; meaning the full-time firefighters are having to respond via overtime call backs to fill the need with regularity.

The Police Department is projected to be over budget approximately \$86,500 for the fiscal year. Savings on the non-personnel expenses are offsetting a projected \$97,000 deficit on the personnel costs.

Miscellaneous expenses are tracking at approximately \$41,200 over budget for the fiscal year. This is in part due to General Assistance, which is on track to exceed \$100,000 for the second year in a row. Additional overages include PSAP fees paid to the Town of York, and streetlight repairs for aging traffic signals.

Offsetting the projected department budget overages are anticipated underspending in employee fringe benefits from position vacancies.

ATTACHMENTS

Report through Q2

- General Fund
- Sewer Fund
- Other Funds

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
1000 TOWN GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL

1000 TOWN GENERAL FUND

1000 11164 2023 - 2024 TAXES RE	0	0	0	19,097,997.74		.00	-19,097,997.74	100.0%
1000 68500 TRANSFERS IN/OUT WAR	0	722,000	722,000	722,000.00		.00	.00	100.0%
TOTAL TOWN GENERAL FUND	0	722,000	722,000	19,819,997.74		.00	-19,097,997.74	2745.2%

101110 ADMINISTRATION

101110 64011 MANAGER SALARY	119,435	0	119,435	67,235.98		.00	52,199.02	56.3%
101110 64014 TOWN CLERK SALARY	74,904	0	74,904	36,161.43		.00	38,742.57	48.3%
101110 64017 CLERKS SALARIES	182,920	0	182,920	92,259.03		.00	90,660.97	50.4%
101110 64018 HUMAN RESOURCES MA	80,071	0	80,071	39,092.84		.00	40,978.16	48.8%
101110 64026 FINANCE DIRECTOR S	121,824	0	121,824	58,194.89		.00	63,629.11	47.8%
101110 64027 CUSTODIAN WAGES	22,857	0	22,857	.00		.00	22,857.00	.0%
101110 64030 OVERTIME	4,000	0	4,000	5,584.24		.00	-1,584.24	139.6%
101110 64031 SALARY & POSITION	40,000	0	40,000	.00		.00	40,000.00	.0%
101110 64041 FACILITIES MAINT S	60,829	0	60,829	29,410.26		.00	31,418.74	48.3%
101110 64046 COMMUNICATIONS DIR	74,094	0	74,094	36,161.43		.00	37,932.57	48.8%
101110 64052 FINANCE SALARIES	185,991	0	185,991	89,705.09		.00	96,285.91	48.2%
101110 65010 POSTAGE	10,000	0	10,000	4,688.15		.00	5,311.85	46.9%
101110 65020 TELEPHONE & INTERN	9,000	0	9,000	5,963.00		.00	3,037.00	66.3%
101110 65030 TRANSPORTATION	2,500	0	2,500	.00		.00	2,500.00	.0%
101110 65040 EDUCATIONAL/MEETIN	5,000	0	5,000	2,742.62		.00	2,257.38	54.9%
101110 65060 PRINTING	14,500	0	14,500	4,498.64		.00	10,001.36	31.0%
101110 65080 LEGAL NOTICES/OTHE	3,000	0	3,000	299.00		.00	2,701.00	10.0%
101110 65200 ELECTRICITY	13,440	0	13,440	5,763.44		.00	7,676.56	42.9%
101110 65220 WATER	500	0	500	158.70		.00	341.30	31.7%
101110 65230 FUEL OIL	5,200	0	5,200	1,678.13		.00	3,521.87	32.3%
101110 65240 DUMPSTERS	1,000	0	1,000	628.54		.00	371.46	62.9%
101110 65250 SEWER	325	0	325	323.96		.00	1.04	99.7%
101110 65300 MACHINE & EQUIPMEN	40,000	0	40,000	21,575.08	-10,102.50	.00	28,527.42	28.7%
101110 65400 LEGAL SERVICES	75,000	0	75,000	32,327.09		.00	42,672.91	43.1%
101110 65410 COMPUTER SERVICES	65,450	0	65,450	26,414.99		.00	39,035.01	40.4%
101110 65415 WEB PAGE	6,000	0	6,000	20,760.16		.00	-14,760.16	346.0%
101110 65430 AUDIT SERVICES	20,000	0	20,000	10,500.00		.00	9,500.00	52.5%
101110 65480 OTHER PROFESSIONAL	45,000	0	45,000	59,174.13		.00	-14,174.13	131.5%
101110 65500 MAINTENANCE OF BLD	20,000	0	20,000	11,116.90		.00	8,883.10	55.6%
101110 66010 OFFICE SUPPLIES	9,000	0	9,000	3,965.68		.00	5,034.32	44.1%
101110 66020 BOOKS/SUBSCRIPTION	1,500	0	1,500	1,042.04		.00	457.96	69.5%

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06			ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
ACCOUNTS FOR:	TOWN	GENERAL FUND	APPROP	ADJSTMNTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	USE/COL
101110	66025	MAINE MUNICIPAL AS	15,352	0	15,352	60.00	.00	15,292.00 .4%
101110	66030	OTHER SUPPLIES	1,000	0	1,000	205.86	.00	794.14 20.6%
101110	66035	ABSTRACTS & LIENS	6,000	0	6,000	2,225.38	.00	3,774.62 37.1%
101110	66040	JANITORIAL SUPPLIE	2,500	0	2,500	9,882.88	.00	-7,382.88 395.3%
101110	67500	ADMINISTRATION CAP	0	0	0	300.00	.00	-300.00 100.0%
101110	67510	OFFICE FURNITURE &	1,000	0	1,000	2,561.51	.00	-1,561.51 256.2%
TOTAL ADMINISTRATION			1,339,192	0	1,339,192	682,661.07	-10,102.50	666,633.43 50.2%
101115 TOWN COUNCIL								
101115	64001	COUNCIL STIPEND	4,000	0	4,000	1,160.00	.00	2,840.00 29.0%
101115	65480	OTHER PROF SERV/CO	1,500	0	1,500	.00	.00	1,500.00 .0%
101115	66037	COUNCIL EXPENSES	150	0	150	.00	.00	150.00 .0%
TOTAL TOWN COUNCIL			5,650	0	5,650	1,160.00	.00	4,490.00 20.5%
101130 ELECTIONS								
101130	64020	PART TIME SALARIES	6,000	0	6,000	1,994.10	.00	4,005.90 33.2%
101130	65000	ELECTIONS EXPENSES	1,000	0	1,000	284.40	.00	715.60 28.4%
101130	65010	POSTAGE	2,500	0	2,500	347.64	.00	2,152.36 13.9%
101130	65060	PRINTING	8,000	0	8,000	1,503.99	.00	6,496.01 18.8%
101130	65480	OTHER PROFESSIONAL	5,500	0	5,500	1,554.61	.00	3,945.39 28.3%
101130	66010	OFFICE SUPPLIES	200	0	200	22.88	.00	177.12 11.4%
TOTAL ELECTIONS			23,200	0	23,200	5,707.62	.00	17,492.38 24.6%
101150 COUNTY TAX								
101150	65480	OTHER PROF SERVICE	1,007,305	0	1,007,305	1,013,885.86	.00	-6,580.86 100.7%
TOTAL COUNTY TAX			1,007,305	0	1,007,305	1,013,885.86	.00	-6,580.86 100.7%
101155 TAX INCREMENT FINANCING								
101155	65000	TIF FINANCING PLAN	170,000	0	170,000	.00	.00	170,000.00 .0%

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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TOTAL TAX INCREMENT FINANCING	170,000	0	170,000	.00	.00	170,000.00	.0%
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101230 DEBT & INTEREST

101230 68057 RUSTLEWOOD FARM -	6,874	0	6,874	6,873.77	.00	.23	100.0%
101230 68065 2006 FIRE STATION	110,000	0	110,000	110,000.00	.00	.00	100.0%
101230 68066 2010 PW SALT SHED	16,250	0	16,250	.00	.00	16,250.00	.0%
101230 68067 2012 KCC BOND PRIN	275,000	0	275,000	275,000.00	.00	.00	100.0%
101230 68068 2015 CIP BOND PRIN	225,000	0	225,000	225,000.00	.00	.00	100.0%
101230 68069 KLT BRAVE BOAT HEA	12,314	0	12,314	12,314.08	.00	-.08	100.0%
101230 68071 LIBRARY BOND PRINC	240,000	0	240,000	.00	.00	240,000.00	.0%
101230 68257 RUSTLEWOOD FARM IN	3,411	0	3,411	1,765.83	.00	1,645.17	51.8%
101230 68265 2006 FIRE STATION	8,250	0	8,250	4,675.00	.00	3,575.00	56.7%
101230 68268 2015 CIP BONDS INT	11,250	0	11,250	6,750.00	.00	4,500.00	60.0%
101230 68269 KLT BRAVE BOAT HEA	5,776	0	5,776	2,943.82	.00	2,832.18	51.0%
101230 68271 LIBRARY BOND INTER	90,030	0	90,030	45,015.00	.00	45,015.00	50.0%
101230 68295 PWD BLDG/SALT SHED	4,063	0	4,063	2,031.25	.00	2,031.75	50.0%
101230 68297 2012 KCC BOND INT	66,275	0	66,275	66,275.00	.00	.00	100.0%
TOTAL DEBT & INTEREST	1,074,493	0	1,074,493	758,643.75	.00	315,849.25	70.6%

101310 POLICE

101310 64002 POLICE CHIEF FT S	115,992	0	115,992	54,814.24	.00	61,177.76	47.3%
101310 64012 SERGEANTS SALARIES	400,183	0	400,183	173,899.44	.00	226,283.56	43.5%
101310 64013 SCHOOL RESOURCE OF	78,532	0	78,532	27,670.70	.00	50,861.30	35.2%
101310 64014 DETECTIVES SALARIE	167,347	0	167,347	91,378.62	.00	75,968.38	54.6%
101310 64015 PATROLMEN SALARIES	916,657	0	916,657	410,168.43	.00	506,488.57	44.7%
101310 64016 DISPATCHER SALARIE	384,020	0	384,020	180,681.74	.00	203,338.26	47.1%
101310 64017 ADMINISTRATIVE ASS	109,440	0	109,440	51,499.54	.00	57,940.46	47.1%
101310 64022 ANIMAL CONTROL OFF	84,910	0	84,910	37,499.26	.00	47,410.74	44.2%
101310 64023 LIEUTENANT SALARY	97,880	0	97,880	47,828.99	.00	50,051.01	48.9%
101310 64024 NIGHT DIFFERENTIAL	15,500	0	15,500	7,995.98	.00	7,504.02	51.6%
101310 64027 CUSTODIAN WAGES	18,285	0	18,285	7,883.76	.00	10,401.24	43.1%
101310 64030 OVERTIME	200,000	0	200,000	179,038.35	.00	20,961.65	89.5%
101310 64033 SICK TIME BUY BACK	2,000	0	2,000	3,502.98	.00	-1,502.98	175.1%
101310 64034 PHYSICAL FITNESS S	14,000	0	14,000	1,983.94	.00	12,016.06	14.2%
101310 65010 POSTAGE	870	0	870	222.41	.00	647.59	25.6%
101310 65020 TELEPHONE & INTERN	37,000	0	37,000	15,873.45	.00	21,126.55	42.9%

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
101310 65030 TRANSPORTATION	3,200	0	3,200	1,400.00	.00	1,800.00	43.8%
101310 65040 EDUCATIONAL/MEETIN	28,150	0	28,150	11,707.98	.00	16,442.02	41.6%
101310 65060 PRINTING	8,600	0	8,600	304.80	.00	8,295.20	3.5%
101310 65080 LEGAL NOTICES/OTHE	850	0	850	.00	.00	850.00	.0%
101310 65200 ELECTRICITY	15,000	0	15,000	7,684.54	.00	7,315.46	51.2%
101310 65220 WATER	545	0	545	211.60	.00	333.40	38.8%
101310 65230 FUEL OIL	6,000	0	6,000	2,107.27	.00	3,892.73	35.1%
101310 65240 DUMPSTERS	1,160	0	1,160	765.65	.00	394.35	66.0%
101310 65250 SEWER	400	0	400	99.68	.00	300.32	24.9%
101310 65300 MACHINE & EQUIPMEN	88,500	0	88,500	56,331.34	.00	32,168.66	63.7%
101310 65310 VEHICLE MAINTENANC	29,000	0	29,000	11,984.24	.00	17,015.76	41.3%
101310 65311 GAS, GREASE, & OIL	50,000	0	50,000	18,658.65	.00	31,341.35	37.3%
101310 65470 DOG EXPENSE	1,800	0	1,800	.00	.00	1,800.00	.0%
101310 65480 OTHER PROFESSIONAL	3,500	0	3,500	3,197.32	.00	302.68	91.4%
101310 65500 MAINTENANCE OF BLD	5,000	0	5,000	1,752.88	.00	3,247.12	35.1%
101310 65521 UNIFORMS	31,500	0	31,500	26,422.78	.00	5,077.22	83.9%
101310 65693 SOCIAL SVCS PARTNE	56,000	0	56,000	13,750.00	.00	42,250.00	24.6%
101310 66010 OFFICE SUPPLIES	4,500	0	4,500	1,729.68	.00	2,770.32	38.4%
101310 66020 BOOKS/SUBSCRIPTION	6,500	0	6,500	2,287.00	.00	4,213.00	35.2%
101310 66030 OTHER SUPPLIES	5,400	0	5,400	3,091.38	.00	2,308.62	57.2%
101310 66032 ARMORY SUPPLIES	30,000	0	30,000	17,717.50	.00	12,282.50	59.1%
101310 66040 JANITORIAL SUPPLIE	3,000	0	3,000	993.79	.00	2,006.21	33.1%
101310 67510 OFFICE FURNITURE &	1,500	0	1,500	179.99	.00	1,320.01	12.0%
101310 67517 BULLET PROOF VESTS	5,276	0	5,276	3,224.90	.00	2,051.10	61.1%
TOTAL POLICE	3,027,997	0	3,027,997	1,477,544.80	.00	1,550,452.20	48.8%

101320 FIRE

101320 64003 FIRE CHIEF SALARY	109,302	0	109,302	54,411.69	.00	54,890.31	49.8%
101320 64020 PART TIME SALARIES	77,187	0	77,187	29,630.31	.00	47,556.69	38.4%
101320 64043 ON-CALL FIREFIGHTE	13,600	0	13,600	.00	.00	13,600.00	.0%
101320 64044 FULL TIME FIREFIGH	536,334	0	536,334	257,486.26	.00	278,847.74	48.0%
101320 64045 FT FIREFIGHTER CAL	55,000	0	55,000	56,738.27	.00	-1,738.27	103.2%
101320 64095 ACCIDENT & HEALTH	1,766	0	1,766	1,682.00	.00	84.00	95.2%
101320 65010 POSTAGE	50	0	50	.00	.00	50.00	.0%
101320 65020 TELEPHONE & INTERN	9,180	0	9,180	3,724.24	.00	5,455.76	40.6%
101320 65040 EDUCATIONAL/MEETIN	2,600	0	2,600	504.94	.00	2,095.06	19.4%
101320 65045 TRAINING	4,650	0	4,650	150.00	.00	4,500.00	3.2%
101320 65046 HEALTH/PHYSICAL	7,600	0	7,600	.00	.00	7,600.00	.0%
101320 65200 ELECTRICITY	11,112	0	11,112	3,565.67	.00	7,546.33	32.1%
101320 65220 WATER	425	0	425	184.39	.00	240.61	43.4%

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06			ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
ACCOUNTS FOR:	TOWN	GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	USE/COL
101320	65230	FUEL OIL	26,840	0	26,840	5,548.96	.00	21,291.04 20.7%
101320	65250	SEWER	400	0	400	343.53	.00	56.47 85.9%
101320	65300	MACHINE & EQUIPMEN	40,419	0	40,419	23,569.03	.00	16,849.97 58.3%
101320	65302	PROTECTIVE & SAFET	3,660	0	3,660	.00	.00	3,660.00 .0%
101320	65311	GAS, GREASE, & OIL	15,390	0	15,390	7,310.39	.00	8,079.61 47.5%
101320	65330	RADIO MAINTENANCE	2,867	0	2,867	1,182.98	.00	1,684.02 41.3%
101320	65480	OTHER PROFESSIONAL	8,570	0	8,570	7,088.73	.00	1,481.27 82.7%
101320	65500	MAINTENANCE OF BLD	15,390	0	15,390	7,863.65	.00	7,526.35 51.1%
101320	65521	UNIFORMS	5,600	0	5,600	5,600.00	.00	.00 100.0%
101320	66010	OFFICE SUPPLIES	800	0	800	357.72	.00	442.28 44.7%
101320	66020	BOOKS/SUBSCRIPTION	200	0	200	318.00	.00	-118.00 159.0%
101320	66040	JANITORIAL SUPPLIE	1,000	0	1,000	668.51	.00	331.49 66.9%
101320	67505	EXTINGUISHER MAINT	1,000	0	1,000	332.28	.00	667.72 33.2%
101320	67515	LANTERNS & BATTERI	500	0	500	265.05	.00	234.95 53.0%
101320	67520	OPERATING EQUIPMEN	8,000	0	8,000	1,946.19	.00	6,053.81 24.3%
TOTAL FIRE			959,442	0	959,442	470,472.79	.00	488,969.21 49.0%
101330 STREETLIGHTS								
101330	65200	ELECTRICITY - STRE	30,000	0	30,000	10,828.31	.00	19,171.69 36.1%
101330	65300	MACHINE & EQUIPMEN	25,000	0	25,000	17,891.00	.00	7,109.00 71.6%
TOTAL STREETLIGHTS			55,000	0	55,000	28,719.31	.00	26,280.69 52.2%
101340 HYDRANT RENTALS								
101340	65300	HYDRANT RENT MACHI	275,725	0	275,725	276,691.14	.00	-966.14 100.4%
TOTAL HYDRANT RENTALS			275,725	0	275,725	276,691.14	.00	-966.14 100.4%
101410 HIGHWAY								
101410	64004	HIGHWAY 35% COMM S	39,885	0	39,885	19,465.84	.00	20,419.16 48.8%
101410	64010	FULL TIME SALARIES	594,096	0	594,096	257,131.23	.00	336,964.77 43.3%
101410	64015	ADMINISTRATIVE ASS	50,371	0	50,371	24,355.65	.00	26,015.35 48.4%
101410	64029	OVERTIME - SNOW &	75,000	0	75,000	7,077.24	.00	67,922.76 9.4%
101410	64030	OVERTIME	8,000	0	8,000	9,919.23	.00	-1,919.23 124.0%

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
101410 65010 POSTAGE	500	0	500	266.70	.00	233.30	53.3%
101410 65020 TELEPHONE & INTERN	4,200	0	4,200	3,220.91	.00	979.09	76.7%
101410 65030 TRANSPORTATION	750	0	750	250.00	.00	500.00	33.3%
101410 65040 EDUCATIONAL/MEETIN	4,000	0	4,000	438.40	.00	3,561.60	11.0%
101410 65060 PRINTING	600	0	600	.00	.00	600.00	.0%
101410 65080 LEGAL NOTICES/OTHE	1,000	0	1,000	.00	.00	1,000.00	.0%
101410 65200 ELECTRICITY	4,600	0	4,600	2,437.51	.00	2,162.49	53.0%
101410 65220 WATER	2,500	0	2,500	2,368.12	.00	131.88	94.7%
101410 65230 FUEL OIL	7,000	0	7,000	769.23	.00	6,230.77	11.0%
101410 65250 SEWER	400	0	400	200.00	.00	200.00	50.0%
101410 65300 MACHINE & EQUIPMEN	18,000	0	18,000	4,079.69	.00	13,920.31	22.7%
101410 65302 PROTECTIVE & SAFET	3,000	0	3,000	1,646.06	.00	1,353.94	54.9%
101410 65303 FACILITY SAFETY IN	1,250	0	1,250	.00	.00	1,250.00	.0%
101410 65310 VEHICLE MAINTENANC	20,000	0	20,000	23,447.72	.00	-3,447.72	117.2%
101410 65311 GAS, GREASE, & OIL	64,875	0	64,875	22,448.32	.00	42,426.68	34.6%
101410 65312 TIRES & TUBES	8,000	0	8,000	3,550.50	.00	4,449.50	44.4%
101410 65450 TARRING & PATCHING	12,000	0	12,000	14,681.34	.00	-2,681.34	122.3%
101410 65452 SALT	172,000	0	172,000	.00	.00	172,000.00	.0%
101410 65454 SAND	2,100	0	2,100	.00	.00	2,100.00	.0%
101410 65456 GRAVEL & FILL	3,000	0	3,000	693.98	.00	2,306.02	23.1%
101410 65458 DRAINAGE SUPPLIES	5,000	0	5,000	4,301.69	.00	698.31	86.0%
101410 65460 SIGNS	10,000	0	10,000	2,294.23	.00	7,705.77	22.9%
101410 65462 STRIPING	54,000	0	54,000	348.84	.00	53,651.16	.6%
101410 65466 SNOW REMOVAL EQUIP	22,000	0	22,000	9,391.83	.00	12,608.17	42.7%
101410 65480 OTHER PROFESSIONAL	30,000	0	30,000	15,060.24	.00	14,939.76	50.2%
101410 65500 MAINTENANCE OF BLD	6,500	0	6,500	4,320.97	.00	2,179.03	66.5%
101410 65521 UNIFORMS	4,400	0	4,400	4,200.00	.00	200.00	95.5%
101410 65522 C.D.L PROGRAMS	850	0	850	503.59	.00	346.41	59.2%
101410 66009 SHOP SUPPLIES	19,000	0	19,000	7,432.58	.00	11,567.42	39.1%
101410 66010 OFFICE SUPPLIES	1,000	0	1,000	322.97	.00	677.03	32.3%
101410 66011 HAND TOOLS	600	0	600	855.75	.00	-255.75	142.6%
101410 66020 BOOKS/SUBSCRIPTION	1,500	0	1,500	758.99	.00	741.01	50.6%
101410 66030 OTHER SUPPLIES	400	0	400	447.40	.00	-47.40	111.9%
101410 66040 JANITORIAL SUPPLIE	8,500	0	8,500	4,890.64	.00	3,609.36	57.5%
101410 67514 PLANT EQUIPMENT	1,500	0	1,500	1,508.09	.00	-8.09	100.5%
101410 67518 RENTAL EQUIPMENT	3,000	0	3,000	100.00	.00	2,900.00	3.3%
101410 67520 OPERATING EQUIPMEN	2,000	0	2,000	25.98	.00	1,974.02	1.3%
101410 67540 IMPROVEMENTS TO BL	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL HIGHWAY	1,272,377	0	1,272,377	455,211.46	.00	817,165.54	35.8%

101520 GENERAL ASSISTANCE

101520 65480 OTHER PROF SERVICE	90,000	0	90,000	55,158.49	.00	34,841.51	61.3%
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TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT		
1000 TOWN GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
TOTAL GENERAL ASSISTANCE	90,000	0	90,000	55,158.49		.00	34,841.51	61.3%	
101530 PUBLIC HEALTH SERVICE									
101530 64020 PART TIME SALARIES	1,040	0	1,040	502.80		.00	537.20	48.3%	
TOTAL PUBLIC HEALTH SERVICE	1,040	0	1,040	502.80		.00	537.20	48.3%	
101540 COMMUNITY AGENCIES									
101540 65479 FAIR TIDE	2,000	100,000	102,000	102,000.00		.00	.00	100.0%	
101540 65492 YORK COUNTY COMMUN	2,500	0	2,500	2,500.00		.00	.00	100.0%	
101540 65497 SO MAINE AREA AGEN	1,400	0	1,400	.00		.00	1,400.00	.0%	
101540 65499 CROSSROADS HOUSE,	2,000	0	2,000	.00		.00	2,000.00	.0%	
TOTAL COMMUNITY AGENCIES	7,900	100,000	107,900	104,500.00		.00	3,400.00	96.8%	
101721 PLANNING / CODE									
101721 64005 CODE ENFORCEMENT S	154,642	0	154,642	73,310.28		.00	81,331.72	47.4%	
101721 64006 PLANNER SALARY	63,000	0	63,000	31,366.61		.00	31,633.39	49.8%	
101721 64010 DEVELOPMENT STAFF	45,477	0	45,477	21,633.28		.00	23,843.72	47.6%	
101721 64017 ASSISTANT PLANNER	30,128	0	30,128	22,145.78		.00	7,982.22	73.5%	
101721 64042 DIRECTOR OF PLANNI	119,339	0	119,339	57,686.19		.00	61,652.81	48.3%	
101721 65010 POSTAGE	1,200	0	1,200	675.02		.00	524.98	56.3%	
101721 65020 TELEPHONE & INTERN	1,500	0	1,500	392.70		.00	1,107.30	26.2%	
101721 65030 TRANSPORTATION	300	0	300	26.48		.00	273.52	8.8%	
101721 65040 EDUCATIONAL/MEETIN	3,000	0	3,000	1,225.62		.00	1,774.38	40.9%	
101721 65060 PRINTING	300	0	300	.00		.00	300.00	.0%	
101721 65080 LEGAL NOTICES & OT	1,400	0	1,400	.00		.00	1,400.00	.0%	
101721 65300 MACHINE & EQUIPMEN	3,200	0	3,200	4,513.91		.00	-1,313.91	141.1%	
101721 65310 VEHICLE MAINTENANC	500	0	500	.00		.00	500.00	.0%	
101721 65314 VEHICLE LEASE	1,885	0	1,885	950.22		.00	934.78	50.4%	
101721 65400 LEGAL SERVICES	2,500	0	2,500	.00		.00	2,500.00	.0%	
101721 65410 COMPUTER SERVICES	32,500	0	32,500	16,074.00		.00	16,426.00	49.5%	
101721 65411 BOARD OF ASSESSMEN	200	0	200	.00		.00	200.00	.0%	
101721 65480 OTHER PROFESSIONAL	159,000	0	159,000	73,625.39		.00	85,374.61	46.3%	

TOWN OF KITTERY - LIVE

YEAR-TO-DATE BUDGET REPORT

FOR 2024 06			ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
ACCOUNTS FOR:	TOWN	GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	USE/COL
101721 65521		UNIFORMS	400	0	400	.00	.00	.0%
101721 66010		OFFICE SUPPLIES	750	0	750	211.73	.00	28.2%
101721 66020		BOOKS/SUBSCRIPTION	350	0	350	.00	.00	.0%
101721 66026		SMPDC MEMBERSHIP	5,856	0	5,856	6,031.00	.00	103.0%
101721 66030		OTHER SUPPLIES	150	0	150	.00	.00	.0%
101721 67510		OFFICE FURNITURE &	1,000	0	1,000	.00	.00	.0%
TOTAL PLANNING / CODE			628,577	0	628,577	309,868.21	.00	49.3%
101730 IN TOWN PARKS								
101730 64007		PARKS 10% COMM SAL	11,396	0	11,396	5,561.78	.00	48.8%
101730 64010		FULL TIME SALARIES	159,787	0	159,787	76,057.61	.00	47.6%
101730 64030		OVERTIME	1,600	0	1,600	634.42	.00	39.7%
101730 65040		EDUCATIONAL/MEETIN	100	0	100	.00	.00	.0%
101730 65060		PRINTING	100	0	100	.00	.00	.0%
101730 65080		LEGAL NOTICES/OTHE	150	0	150	.00	.00	.0%
101730 65200		ELECTRICITY	1,723	0	1,723	644.85	.00	37.4%
101730 65220		WATER	7,600	0	7,600	1,444.49	.00	19.0%
101730 65300		MACHINE & EQUIPMEN	2,000	0	2,000	8,155.54	.00	407.8%
101730 65302		PROTECTIVE & SAFET	1,050	0	1,050	303.84	.00	28.9%
101730 65303		FACILITY SAFETY IN	625	0	625	382.15	.00	61.1%
101730 65310		VEHICLE MAINTENANC	2,400	0	2,400	5,371.86	.00	223.8%
101730 65311		GAS, GREASE, & OIL	9,100	0	9,100	4,071.37	.00	44.7%
101730 65312		TIRES & TUBES	1,000	0	1,000	108.11	.00	10.8%
101730 65457		LOAM & SOD	3,500	0	3,500	.00	.00	.0%
101730 65480		OTHER PROFESSIONAL	45,000	0	45,000	35,751.23	.00	79.4%
101730 65500		MAINTENANCE OF BLD	1,000	0	1,000	252.96	.00	25.3%
101730 65521		UNIFORMS	1,200	0	1,200	1,500.00	.00	125.0%
101730 66011		HAND TOOLS	150	0	150	107.97	.00	72.0%
101730 66030		OTHER SUPPLIES	150	0	150	196.35	.00	130.9%
101730 66040		JANITORIAL SUPPLIE	500	0	500	.00	.00	.0%
101730 67520		OPERATING EQUIPMEN	1,000	0	1,000	14.54	.00	1.5%
TOTAL IN TOWN PARKS			251,131	0	251,131	140,559.07	.00	56.0%
101735 FT FOSTER SEAPOINT & CRESCENT								
101735 64007		PARKS 15% COMM SAL	17,094	0	17,094	8,342.63	.00	48.8%
101735 64010		FULL TIME SALARIES	51,035	0	51,035	25,214.77	.00	49.4%

TOWN OF KITTERY - LIVE



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FOR 2024 06

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
101735 64020 PART TIME SALARIES	79,600	0	79,600	31,561.48	.00	48,038.52	39.7%
101735 64030 OVERTIME	8,000	0	8,000	2,129.82	.00	5,870.18	26.6%
101735 65020 TELEPHONE & INTERN	1,400	0	1,400	1,066.42	.00	333.58	76.2%
101735 65040 EDUCATIONAL/MEETIN	100	0	100	.00	.00	100.00	.0%
101735 65060 PRINTING	3,500	0	3,500	1,767.78	.00	1,732.22	50.5%
101735 65080 LEGAL NOTICES/OTHE	200	0	200	.00	.00	200.00	.0%
101735 65200 ELECTRICITY	575	0	575	201.22	.00	373.78	35.0%
101735 65220 WATER	600	0	600	.00	.00	600.00	.0%
101735 65300 MACHINE & EQUIPMEN	1,500	0	1,500	252.41	.00	1,247.59	16.8%
101735 65302 PROTECTIVE & SAFET	600	0	600	16.21	.00	583.79	2.7%
101735 65303 FACILITY SAFETY IN	625	0	625	.00	.00	625.00	.0%
101735 65310 VEHICLE MAINTENANC	2,400	0	2,400	1,904.89	.00	495.11	79.4%
101735 65311 GAS, GREASE, & OIL	9,100	0	9,100	1,855.41	.00	7,244.59	20.4%
101735 65312 TIRES & TUBES	700	0	700	.00	.00	700.00	.0%
101735 65480 OTHER PROFESSIONAL	4,000	0	4,000	3,415.00	.00	585.00	85.4%
101735 65500 MAINTENANCE OF BLD	4,500	0	4,500	421.71	.00	4,078.29	9.4%
101735 65510 PAINTING	400	0	400	.00	.00	400.00	.0%
101735 65521 UNIFORMS	800	0	800	600.00	.00	200.00	75.0%
101735 66011 HAND TOOLS	150	0	150	62.98	.00	87.02	42.0%
101735 66030 OTHER SUPPLIES	1,000	0	1,000	378.15	.00	621.85	37.8%
101735 66040 JANITORIAL SUPPLIE	6,000	0	6,000	2,719.20	.00	3,280.80	45.3%
101735 67520 OPERATING EQUIPMEN	1,200	0	1,200	.00	.00	1,200.00	.0%
101735 67575 SEAPOINT BEACH	200	0	200	200.00	.00	.00	100.0%
TOTAL FT FOSTER SEAPOINT & CRESCENT	195,279	0	195,279	82,110.08	.00	113,168.92	42.0%

101740 MISCELLANEOUS ACCOUNTS

101740 65023 EPA STORMWATER 4 P	25,000	0	25,000	11,159.44	.00	13,840.56	44.6%
101740 65025 COMPUTER REPAIR/RE	65,000	0	65,000	19,745.72	.00	45,254.28	30.4%
101740 65201 EV CHARGING ELECTR	1,000	0	1,000	1,855.91	.00	-855.91	185.6%
101740 65455 MEMORIAL DAY ACTIV	750	0	750	.00	.00	750.00	.0%
101740 65951 SHELLFISH CONSERVA	2,000	0	2,000	.00	.00	2,000.00	.0%
101740 68525 MOSQUITO/TICK CONT	38,580	0	38,580	33,771.00	.00	4,809.00	87.5%
101740 69200 PSAP PAID TO YORK	37,000	0	37,000	43,231.00	.00	-6,231.00	116.8%
TOTAL MISCELLANEOUS ACCOUNTS	169,330	0	169,330	109,763.07	.00	59,566.93	64.8%

101750 STATE/BANK FEES

101750 65952 OVERAGE/SHORTAGE	0	0	0	-20.00	.00	20.00	100.0%
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TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT	
1000 TOWN GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
101750 65954 BANK FEES/CHARGES	500	0	500		.00	.00	500.00	.0%	
TOTAL STATE/BANK FEES	500	0	500		-20.00	.00	520.00	-4.0%	
101760 CAPITAL IMPROVEMENT PLAN									
101760 68750 CIP HOLDING DEDICA	725,000	0	725,000	725,000.00		.00	.00	100.0%	
101760 68751 CIP DEPT CAPITAL R	980,400	0	980,400	980,400.00		.00	.00	100.0%	
TOTAL CAPITAL IMPROVEMENT PLAN	1,705,400	0	1,705,400	1,705,400.00		.00	.00	100.0%	
101810 LIBRARY									
101810 64010 FULL TIME SALARIES	245,739	0	245,739	118,014.52		.00	127,724.48	48.0%	
101810 65002 LIBRARY DIRECTOR	93,732	0	93,732	45,743.36		.00	47,988.64	48.8%	
101810 65003 LIBRARY PART TIME	5,700	0	5,700	4,716.14		.00	983.86	82.7%	
101810 65010 POSTAGE	400	0	400	31.57		.00	368.43	7.9%	
101810 65020 TELEPHONE & INTERN	3,750	0	3,750	2,449.06		.00	1,300.94	65.3%	
101810 65060 PRINTING	400	0	400	.00		.00	400.00	.0%	
101810 65200 ELECTRICITY	14,400	0	14,400	10,073.96		.00	4,326.04	70.0%	
101810 65220 WATER	1,500	0	1,500	1,064.56		.00	435.44	71.0%	
101810 65230 FUEL OIL	12,000	0	12,000	2,318.35		.00	9,681.65	19.3%	
101810 65250 SEWER	400	0	400	200.00		.00	200.00	50.0%	
101810 65338 E-BOOKS CHILDREN	1,000	0	1,000	.00		.00	1,000.00	.0%	
101810 65339 AV DVD CHILDREN/TE	700	0	700	702.34		.00	-2.34	100.3%	
101810 65340 E-BOOKS	10,000	0	10,000	4,456.63		.00	5,543.37	44.6%	
101810 65341 AUDIO VISUAL/DVD	6,000	0	6,000	3,463.97		.00	2,536.03	57.7%	
101810 65342 LIBRARY COPIER EXP	3,000	0	3,000	968.65		.00	2,031.35	32.3%	
101810 65431 PROFESSIONAL DUES	500	0	500	.00		.00	500.00	.0%	
101810 65432 LIBRARY TECHNOLOGY	16,500	0	16,500	9,000.47		.00	7,499.53	54.5%	
101810 65433 ADULT LIBRARY PROG	14,000	0	14,000	3,175.76		.00	10,824.24	22.7%	
101810 65434 LIB PROG CHILD/TEE	9,000	0	9,000	4,591.28		.00	4,408.72	51.0%	
101810 65435 CONFERENCES & WORK	200	0	200	162.00		.00	38.00	81.0%	
101810 65480 OTHER PROF SERV -	2,500	0	2,500	3,340.45		.00	-840.45	133.6%	
101810 65500 MAINTENANCE OF BLD	5,000	0	5,000	17,226.10		.00	-12,226.10	344.5%	
101810 65505 REPAIRS	7,500	0	7,500	7,327.87		.00	172.13	97.7%	
101810 65803 MISCELLANEOUS	1,250	0	1,250	52.77		.00	1,197.23	4.2%	
101810 66010 OFFICE SUPPLIES	2,000	0	2,000	566.93		.00	1,433.07	28.3%	
101810 66012 LIB PROCESSING SUP	3,600	0	3,600	490.26		.00	3,109.74	13.6%	
101810 66020 BOOKS/SUBSCRIPTION	52,000	0	52,000	18,023.40		.00	33,976.60	34.7%	

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06			ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
ACCOUNTS FOR:	TOWN	GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	BUDGET	USE/COL
101810 66021		BOOKS CHILD/TEEN	18,523	0	18,523	8,604.98	9,918.02	46.5%
101810 67510		OFFICE FURNITURE &	1,000	0	1,000	206.44	793.56	20.6%
TOTAL LIBRARY			532,294	0	532,294	266,971.82	265,322.18	50.2%
101830 RECREATION								
101830 64008		RECREATION DIRECTO	95,558	0	95,558	46,486.56	49,071.44	48.6%
101830 64012		COMMUNITY PROGRAMS	52,980	0	52,980	25,609.76	27,370.24	48.3%
101830 64015		YOUTH PROGRAMS SUP	55,099	0	55,099	26,630.26	28,468.74	48.3%
101830 64016		RECEPTIONISTS	74,850	0	74,850	37,432.13	37,417.87	50.0%
101830 64020		PT SAFE SCHOOL YEA	69,073	0	69,073	25,628.56	43,444.44	37.1%
101830 64021		SAFE SUMMER SALARI	119,931	0	119,931	83,669.87	36,261.13	69.8%
101830 64024		FT CUSTODIANS	80,613	0	80,613	38,054.15	42,558.85	47.2%
101830 64026		INSTRUCTORS STIPEN	6,600	0	6,600	1,950.00	4,650.00	29.5%
101830 64027		CUSTODIAN WAGES	13,714	0	13,714	6,656.30	7,057.70	48.5%
101830 64028		THEATRE TECHNICIAN	350	0	350	.00	350.00	.0%
101830 64030		OVERTIME	1,500	0	1,500	1,857.12	-357.12	123.8%
101830 64038		COMMUNITY CENTER S	52,980	0	52,980	25,609.76	27,370.24	48.3%
101830 65010		POSTAGE	1,195	0	1,195	24.23	1,170.77	2.0%
101830 65020		TELEPHONE & INTERN	3,750	0	3,750	1,065.38	2,684.62	28.4%
101830 65060		PRINTING	8,950	0	8,950	3,232.25	5,717.75	36.1%
101830 65200		ELECTRICITY / UTIL	35,000	0	35,000	16,206.39	18,793.61	46.3%
101830 65220		WATER	3,350	0	3,350	2,158.09	1,191.91	64.4%
101830 65230		NATURAL GAS	33,500	0	33,500	3,232.51	30,267.49	9.6%
101830 65250		SEWER	2,750	0	2,750	1,346.00	1,404.00	48.9%
101830 65300		MACHINE & EQUIPMEN	925	0	925	1,784.80	-859.80	193.0%
101830 65310		VEHICLE MAINTENANC	250	0	250	342.32	-92.32	136.9%
101830 65478		PROGRAM SERVICES	2,500	0	2,500	1,894.61	605.39	75.8%
101830 65480		OTHER PROFESSIONAL	2,000	0	2,000	1,185.29	814.71	59.3%
101830 65500		MAINTENANCE OF BLD	23,000	0	23,000	20,853.42	2,146.58	90.7%
101830 65610		SAFE SCHOOL YEAR P	3,000	0	3,000	73.61	2,926.39	2.5%
101830 65615		SAFE SUMMER PROGRA	63,000	0	63,000	52,533.24	10,466.76	83.4%
101830 65630		INSTRUCTORS-CONTRA	33,000	0	33,000	31,273.84	1,726.16	94.8%
101830 65640		SPECIAL EVENTS	7,500	0	7,500	4,220.50	3,279.50	56.3%
101830 65650		SENIOR PROGRAMS	1,500	0	1,500	1,929.91	-429.91	128.7%
101830 65670		TEAM EXPENSE	6,500	0	6,500	3,560.19	2,939.81	54.8%
101830 65801		CONTRACTED SERVICE	69,000	0	69,000	37,476.52	31,523.48	54.3%
101830 65802		ANNEX UTILITIES	1,500	0	1,500	.00	1,500.00	.0%
101830 65803		MISCELLANEOUS	3,500	0	3,500	2,183.74	1,316.26	62.4%
101830 66010		OFFICE SUPPLIES	3,000	0	3,000	1,007.76	1,992.24	33.6%
101830 66030		OTHER SUPPLIES	1,500	0	1,500	112.98	1,387.02	7.5%

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT		
1000 TOWN GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	USE/COL		
101830 66031 THEATRE SUPPLIES	750	0	750		.00	.00	750.00	.0%	
101830 66040 JANITORIAL SUPPLIE	11,500	0	11,500	2,499.67		.00	9,000.33	21.7%	
TOTAL RECREATION	945,668	0	945,668	509,781.72		.00	435,886.28	53.9%	
101840 HARBORMASTER-K.P.A									
101840 64010 HARBOR MASTER FULL	66,390	0	66,390	32,401.81		.00	33,988.19	48.8%	
101840 64020 PART TIME SALARIES	33,442	0	33,442	8,619.69		.00	24,822.31	25.8%	
101840 65010 POSTAGE	250	0	250	10.71		.00	239.29	4.3%	
101840 65020 TELEPHONE & INTERN	2,600	0	2,600	559.25		.00	2,040.75	21.5%	
101840 65080 LEGAL NOTICES/OTHE	0	0	0	39.00		.00	-39.00	100.0%	
101840 65200 ELECTRICITY	2,016	0	2,016	706.72		.00	1,309.28	35.1%	
101840 65220 WATER	525	0	525	214.59		.00	310.41	40.9%	
101840 65240 DUMPSTERS/TRASH RE	1,800	0	1,800	1,093.23		.00	706.77	60.7%	
101840 65305 BOAT EQUIPMENT MAI	5,000	0	5,000	2,064.53		.00	2,935.47	41.3%	
101840 65310 VEHICLE MAINTENANC	3,500	0	3,500	540.52		.00	2,959.48	15.4%	
101840 65311 GAS, GREASE, & OIL	5,500	0	5,500	3,324.05		.00	2,175.95	60.4%	
101840 65462 RIGGING	14,000	0	14,000	8,926.25		.00	5,073.75	63.8%	
101840 65463 SANITATION	2,500	0	2,500	1,711.24		.00	788.76	68.4%	
101840 65470 PROFESSIONAL DEVE	1,500	0	1,500	356.40		.00	1,143.60	23.8%	
101840 65480 OTHER PROFESSIONAL	2,500	0	2,500	3,094.36		.00	-594.36	123.8%	
101840 65500 MAIN BLDG/GROUNDS	4,500	0	4,500	2,473.74		.00	2,026.26	55.0%	
101840 65521 UNIFORMS	2,000	0	2,000	371.84		.00	1,628.16	18.6%	
101840 66010 OFFICE SUPPLIES	300	0	300	32.60		.00	267.40	10.9%	
101840 66030 OTHER SUPPLIES	2,000	0	2,000	535.62		.00	1,464.38	26.8%	
101840 66040 JANITORIAL SUPPLIE	500	0	500	100.96		.00	399.04	20.2%	
TOTAL HARBORMASTER-K.P.A	150,823	0	150,823	67,177.11		.00	83,645.89	44.5%	
101930 RESOURCE RECOVERY FACILITY									
101930 64009 SOLID WASTE 40% CO	45,583	0	45,583	22,246.87		.00	23,336.13	48.8%	
101930 64010 FULL TIME SALARIES	206,546	0	206,546	97,753.22		.00	108,792.78	47.3%	
101930 64030 OVERTIME	11,500	0	11,500	4,297.22		.00	7,202.78	37.4%	
101930 65020 TELEPHONE & INTERN	2,000	0	2,000	625.20		.00	1,374.80	31.3%	
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	2,000	0	2,000	1,865.00		.00	135.00	93.3%	
101930 65090 ZERO WASTE PROGRAM	6,000	0	6,000	1,987.62		.00	4,012.38	33.1%	

TOWN OF KITTERY - LIVE

YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
101930 65200 ELECTRICITY	12,700	0	12,700	9,184.24	.00	3,515.76	72.3%
101930 65220 WATER	1,000	0	1,000	277.90	.00	722.10	27.8%
101930 65230 FUEL OIL	1,230	0	1,230	81.51	.00	1,148.49	6.6%
101930 65300 MACHINE & EQUIPMEN	10,000	0	10,000	3,035.81	.00	6,964.19	30.4%
101930 65302 PROTECTIVE & SAFET	1,000	0	1,000	404.98	.00	595.02	40.5%
101930 65303 FACILITY SAFETY IN	1,250	0	1,250	.00	.00	1,250.00	.0%
101930 65311 GAS, GREASE, & OIL	16,275	0	16,275	4,591.57	.00	11,683.43	28.2%
101930 65312 TIRES & TUBES	3,000	0	3,000	.00	.00	3,000.00	.0%
101930 65480 OTHER PROFESSIONAL	332,500	0	332,500	155,359.51	.00	177,140.49	46.7%
101930 65500 MAINTENANCE OF BLD	8,000	0	8,000	731.16	.00	7,268.84	9.1%
101930 65521 UNIFORMS	2,000	0	2,000	1,800.00	.00	200.00	90.0%
101930 66009 SHOP SUPPLIES	6,000	0	6,000	5,905.50	.00	94.50	98.4%
101930 66010 OFFICE SUPPLIES	250	0	250	66.49	.00	183.51	26.6%
101930 66011 HAND TOOLS	200	0	200	.00	.00	200.00	.0%
101930 66030 OTHER SUPPLIES	250	0	250	.00	.00	250.00	.0%
101930 66040 JANITORIAL SUPPLIE	2,200	0	2,200	1,425.91	.00	774.09	64.8%
101930 67516 PLANT EQUIPMENT MA	26,000	0	26,000	2,264.12	.00	23,735.88	8.7%
101930 67553 ASPHALT SURFACE MA	7,500	0	7,500	.00	.00	7,500.00	.0%
TOTAL RESOURCE RECOVERY FACILITY	706,184	0	706,184	313,903.83	.00	392,280.17	44.5%

103000 SHARED EXPENSES - OTHER INSURA

103000 64060 FICA EMPLOYER SHAR	550,224	0	550,224	253,580.70	.00	296,643.30	46.1%
103000 64070 WORKERS' COMP INSU	174,678	0	174,678	50,554.01	.00	124,123.99	28.9%
103000 64090 RETIRED EMP MEDICA	200,000	0	200,000	105,502.16	.00	94,497.84	52.8%
103000 64092 DISABILITY INSURAN	34,000	0	34,000	21,362.18	.00	12,637.82	62.8%
103000 65101 MMA RISK POOL	196,089	0	196,089	103,422.95	.00	92,666.05	52.7%
103000 65115 UNEMPLOYMENT COMPE	10,000	0	10,000	.00	.00	10,000.00	.0%
103000 65150 MISCELLANEOUS INSU	7,440	0	7,440	3,576.60	.00	3,863.40	48.1%
103000 65210 UNION CENTRAL LIFE	3,000	0	3,000	1,478.48	.00	1,521.52	49.3%
TOTAL SHARED EXPENSES - OTHER INSURA	1,175,431	0	1,175,431	539,477.08	.00	635,953.92	45.9%

103001 SHARED EXPENSE - HEALTH/DENTAL

103001 64090 MAJOR MEDICAL INSU	1,457,112	0	1,457,112	891,185.16	.00	565,926.84	61.2%
103001 64091 DENTAL INSURANCE	19,037	0	19,037	9,800.97	.00	9,236.03	51.5%
TOTAL SHARED EXPENSE - HEALTH/DENTAL	1,476,149	0	1,476,149	900,986.13	.00	575,162.87	61.0%

103002 RETIREMENT

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT	
1000 TOWN GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
103002 64050 MAINE STATE RETIRE	603,186	0	603,186	309,562.85		.00	293,623.15	51.3%	
103002 64051 ICMA EMPLOYER SHAR	41,597	0	41,597	18,551.66		.00	23,045.34	44.6%	
TOTAL RETIREMENT	644,783	0	644,783	328,114.51		.00	316,668.49	50.9%	
108000 ADULT ED									
108000 69480 ADULT EDUCATION FU	110,275	0	110,275	110,275.00		.00	.00	100.0%	
TOTAL ADULT ED	110,275	0	110,275	110,275.00		.00	.00	100.0%	
1111 TOWN REVENUE									
1111 43001 PROPERTY TAX REVENUE	-11,722,711	0	-11,722,711	-11,368,559.78		.00	-354,151.22	97.0%	
1111 43003 PROPERTY TAX ABATEME	0	0	0	620,206.49		.00	-620,206.49	100.0%	
1111 43004 PAYMENT IN LIEU OF T	-3,200	0	-3,200	.00		.00	-3,200.00	.0%	
1111 43006 EXEMPT STATE REIMB F	-400,000	0	-400,000	-639,221.00		.00	239,221.00	159.8%	
1111 43007 TREE GROWTH REVENUE	-2,200	0	-2,200	-2,267.66		.00	67.66	103.1%	
1111 43031 EXCISE TAX AUTOMOBIL	-1,936,000	0	-1,936,000	-1,023,763.12		.00	-912,236.88	52.9%	
1111 43032 EXCISE TAX BOAT	-48,000	0	-48,000	-2,658.10		.00	-45,341.90	5.5%	
1111 43109 SIGN PERMITS	-2,000	0	-2,000	-1,725.00		.00	-275.00	86.3%	
1111 43110 CODE ENFORCEMENT FEE	-350,000	0	-350,000	-273,575.20		.00	-76,424.80	78.2%	
1111 43113 BOARD OF ASSESSMENT	0	0	0	-500.00		.00	500.00	100.0%	
1111 43114 ADDITIONAL LAND USE	-4,000	0	-4,000	-1,475.00		.00	-2,525.00	36.9%	
1111 43115 PLANNING FEES (SUBDI	-5,000	0	-5,000	-24,675.00		.00	19,675.00	493.5%	
1111 43120 TOWN CLERK FEES	-24,000	0	-24,000	-20,774.00		.00	-3,226.00	86.6%	
1111 43121 WILDLIFE AGENT FEE	-1,000	0	-1,000	-268.00		.00	-732.00	26.8%	
1111 43122 ANIMAL WELFARE AGENT	-1,600	0	-1,600	-403.00		.00	-1,197.00	25.2%	
1111 43130 TOWN REGISTRATION FE	-35,000	0	-35,000	-21,157.00		.00	-13,843.00	60.4%	
1111 43135 HWY PERMITS & FEES	-1,500	0	-1,500	-471.00		.00	-1,029.00	31.4%	
1111 43140 SOLID WASTE PERMITS	-90,000	0	-90,000	-55,542.00		.00	-34,458.00	61.7%	
1111 43145 SOLID WASTE RECYCLIN	-100,000	0	-100,000	-26,693.58		.00	-73,306.42	26.7%	
1111 43147 DINGHY FEES	-12,000	0	-12,000	-831.40		.00	-11,168.60	6.9%	
1111 43148 TRANSIENT SLIP RENTA	-16,000	0	-16,000	-9,917.00		.00	-6,083.00	62.0%	
1111 43149 KPA APPLICATION FEES	-500	0	-500	-750.00		.00	250.00	150.0%	
1111 43150 MOORING FEES	-85,000	0	-85,000	-1,979.60		.00	-83,020.40	2.3%	
1111 43151 LAUNCH FEE	-15,000	0	-15,000	-6,359.75		.00	-8,640.25	42.4%	
1111 43152 TRANSIENT MOORING	-12,000	0	-12,000	-8,054.00		.00	-3,946.00	67.1%	
1111 43153 WAIT LIST FEE	-2,000	0	-2,000	-180.00		.00	-1,820.00	9.0%	

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 1000	TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1111 43155	CLAM LICENSE FEE	-500	0	-500	.00	.00	-500.00	.0%
1111 43156	PIER USAGE FEE	-2,600	0	-2,600	-641.00	.00	-1,959.00	24.7%
1111 43157	MOORING LATE FEE	0	0	0	-50.00	.00	50.00	100.0%
1111 43159	KAYAK RACK RENTAL	-1,500	0	-1,500	.00	.00	-1,500.00	.0%
1111 43160	FORT FOSTER FEES	-325,000	0	-325,000	-154,929.01	.00	-170,070.99	47.7%
1111 43164	BEACH FIRE PERMITS	-350	0	-350	-700.00	.00	350.00	200.0%
1111 43165	SPRINKLER PERMITS	0	0	0	-200.00	.00	200.00	100.0%
1111 43210	LIEN FEES	-7,000	0	-7,000	-3,336.80	.00	-3,663.20	47.7%
1111 43220	PENALTY INTEREST	-45,000	0	-45,000	-10,949.05	.00	-34,050.95	24.3%
1111 43221	LIBRARY FINES & FEES	-2,000	0	-2,000	-2,599.17	.00	599.17	130.0%
1111 43320	RECREATION FEES	-650,000	0	-650,000	-219,665.55	.00	-430,334.45	33.8%
1111 43330	ANIMAL CONTROL	-2,000	0	-2,000	-771.00	.00	-1,229.00	38.6%
1111 43335	POSTAGE	0	0	0	-2.52	.00	2.52	100.0%
1111 43336	PHOTO COPIES	-200	0	-200	-31.00	.00	-169.00	15.5%
1111 43351	ACCIDENT REPORTS	-2,500	0	-2,500	-1,680.00	.00	-820.00	67.2%
1111 43352	PARKING TICKETS	-25,000	0	-25,000	-12,235.00	.00	-12,765.00	48.9%
1111 43353	GUN PERMITS	-500	0	-500	-235.00	.00	-265.00	47.0%
1111 43354	ELIOT DISPATCHING SE	-200,171	0	-200,171	-100,085.50	.00	-100,085.50	50.0%
1111 43355	ORDINANCE FINES	-350	0	-350	-50.00	.00	-300.00	14.3%
1111 43356	WITNESS FEES	-300	0	-300	-240.00	.00	-60.00	80.0%
1111 43358	FALSE ALARMS	-800	0	-800	-320.00	.00	-480.00	40.0%
1111 43359	AMBULANCE DISPTACH F	-16,000	0	-16,000	-4,000.00	.00	-12,000.00	25.0%
1111 43410	MDOT HWY MAINTENANCE	-12,000	0	-12,000	.00	.00	-12,000.00	.0%
1111 43420	STATE REVENUE SHARIN	-1,225,000	0	-1,225,000	-707,469.52	.00	-517,530.48	57.8%
1111 43421	STATE PARK FEE REV S	-2,000	0	-2,000	.00	.00	-2,000.00	.0%
1111 43470	STATE OF MAINE GENER	-63,000	0	-63,000	-47,538.77	.00	-15,461.23	75.5%
1111 43510	INTEREST ON INVESTME	-20,000	0	-20,000	-38,911.22	.00	18,911.22	194.6%
1111 43530	MISCELLANEOUS REVENU	-7,500	0	-7,500	-39,136.31	.00	31,636.31	521.8%
1111 43540	SEWER DEPT RENT	-108,835	0	-108,835	-54,417.50	.00	-54,417.50	50.0%
1111 43555	SNOWMOBILE/HANDICAP/	-675	0	-675	.00	.00	-675.00	.0%
1111 43560	GMH HOUSING	-320,000	0	-320,000	-162,519.66	.00	-157,480.34	50.8%
1111 43575	SUP APPRO FROM UNDES	0	722,000	722,000	.00	.00	722,000.00	.0%
1111 43576	TRANSFER IN FROM OTH	-35,000	0	-35,000	-35,000.00	.00	.00	100.0%
1111 43580	USE OF CARRY FORWARD	0	100,000	100,000	.00	.00	100,000.00	.0%
1111 43585	POLICE SPECIAL REVEN	0	0	0	-1,980.00	.00	1,980.00	100.0%
1111 45020	MMA W/C DIVIDEND	0	0	0	-23,458.00	.00	23,458.00	100.0%
1111 45025	SCHOOL RESOURCE OFFI	-56,650	0	-56,650	-63,000.00	.00	6,350.00	111.2%
TOTAL TOWN REVENUE		-18,001,142	822,000	-17,179,142	-14,557,745.28	.00	-2,621,396.72	84.7%
TOTAL TOWN GENERAL FUND		3	1,644,000	1,644,003	15,977,479.18	-10,102.50	-14,323,373.68	971.2%
TOTAL REVENUES		-18,001,142	822,000	-17,179,142	4,540,252.46	.00	-21,719,394.46	
TOTAL EXPENSES		18,001,145	822,000	18,823,145	11,437,226.72	-10,102.50	7,396,020.78	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	3	1,644,000	1,644,003	15,977,479.18	-10,102.50	-14,323,373.68	971.2%

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

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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6000 SEWER FUND

6000 43003 SEWER ADJUSTMENTS	0	0	0	413.93	.00	-413.93	100.0%
6000 43220 PENALTY INTEREST	-3,000	0	-3,000	-3,061.06	.00	61.06	102.0%
6000 43360 SPECIAL CONTRACT REV	-15,000	0	-15,000	-7,156.89	.00	-7,843.11	47.7%
6000 45001 PNSY REVENUE	-500,000	0	-500,000	-203,147.81	.00	-296,852.19	40.6%
6000 45002 US NAVY HOUSING REV	-115,000	0	-115,000	-52,449.25	.00	-62,550.75	45.6%
6000 45003 SEPTAGE REVENUE	-120,000	0	-120,000	-77,255.89	.00	-42,744.11	64.4%
6000 45004 TOWN OF ELIOT REVENU	-200,000	0	-200,000	-64,162.24	.00	-135,837.76	32.1%
6000 45005 USERS QTRLY REVENUE	-1,600,000	0	-1,600,000	-654,001.43	.00	-945,998.57	40.9%
6000 45006 EXPANSION ASSESSMENT	-130,000	0	-130,000	-52,161.47	.00	-77,838.53	40.1%
6000 45007 SEWER INTEREST REVEN	-7,500	0	-7,500	-1,659.77	.00	-5,840.23	22.1%
TOTAL SEWER FUND	-2,690,500	0	-2,690,500	-1,114,641.88	.00	-1,575,858.12	41.4%

602702 SEWER LINES

602702 64010 SEWER LINES LABOR	24,014	0	24,014	13,241.99	.00	10,772.01	55.1%
602702 65480 LINES CONTRACT/PRO	30,000	0	30,000	4,379.42	.00	25,620.58	14.6%
602702 65691 LINE SUPPLIES	16,000	0	16,000	6,518.86	.00	9,481.14	40.7%
TOTAL SEWER LINES	70,014	0	70,014	24,140.27	.00	45,873.73	34.5%

602709 PUMP STATIONS

602709 64010 PUMP STATION LABOR	57,939	0	57,939	37,089.29	.00	20,849.71	64.0%
602709 65015 PUMP STATION TELEP	800	0	800	344.60	.00	455.40	43.1%
602709 65200 ELECTRICITY	54,000	0	54,000	21,734.26	.00	32,265.74	40.2%
602709 65220 WATER	1,420	0	1,420	462.44	.00	957.56	32.6%
602709 65315 PUMP STATION GENER	2,000	0	2,000	772.74	.00	1,227.26	38.6%
602709 65467 PUMP STATION CONTR	45,000	0	45,000	17,444.07	.00	27,555.93	38.8%
602709 65930 PUMP STATION ALARM	7,000	0	7,000	3,282.00	.00	3,718.00	46.9%
602709 66300 PUMP STATION SUPPL	6,000	0	6,000	2,731.69	.00	3,268.31	45.5%
602709 66320 PUMP STATION PARTS	32,000	0	32,000	3,548.11	.00	28,451.89	11.1%
TOTAL PUMP STATIONS	206,159	0	206,159	87,409.20	.00	118,749.80	42.4%

602715 PUMP STATION # 6 (PNSY)

602715 64010 PUMP STATION # 6LA	16,199	0	16,199	7,948.42	.00	8,250.58	49.1%
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TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
602715 65200 PUMP STATION # 6 E	15,000	0	15,000	5,913.84	.00	9,086.16	39.4%
602715 65220 PUMP STATION # 6 W	1,100	0	1,100	529.00	.00	571.00	48.1%
602715 65315 PUMP STATION GENER	600	0	600	469.31	.00	130.69	78.2%
602715 65480 PUMP STATION # 6 C	10,000	0	10,000	764.49	.00	9,235.51	7.6%
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	6,000	0	6,000	1,248.60	.00	4,751.40	20.8%
TOTAL PUMP STATION # 6 (PNSY)	50,199	0	50,199	16,873.66	.00	33,325.34	33.6%
602716 PUMP STATION # 7 (ELIOT)							
602716 64010 PUMP STATION # 7 L	23,524	0	23,524	10,460.20	.00	13,063.80	44.5%
602716 65200 PUMP STATION # 7 E	6,400	0	6,400	2,585.96	.00	3,814.04	40.4%
602716 65220 PUMP STATION # 7 W	240	0	240	117.94	.00	122.06	49.1%
602716 65315 PUMP STATION GENER	500	0	500	.00	.00	500.00	.0%
602716 65480 PUMP STATION # 7 C	10,000	0	10,000	1,312.86	.00	8,687.14	13.1%
602716 65930 PUMP STATION # 7 A	200	0	200	.00	.00	200.00	.0%
602716 66300 PUMP STATION # 7 S	400	0	400	75.85	.00	324.15	19.0%
602716 66320 PUMP STATION # 7 P	2,500	0	2,500	379.80	.00	2,120.20	15.2%
TOTAL PUMP STATION # 7 (ELIOT)	43,764	0	43,764	14,932.61	.00	28,831.39	34.1%
602750 TREATMENT PLANT							
602750 64010 TREATMENT PLANT LA	196,267	0	196,267	72,815.34	.00	123,451.66	37.1%
602750 64019 PLANT MAINT LABOR	53,235	0	53,235	27,176.41	.00	26,058.59	51.0%
602750 64030 OVERTIME	40,000	0	40,000	16,720.48	.00	23,279.52	41.8%
602750 64050 MAINE STATE RETIRE	37,860	0	37,860	18,918.16	.00	18,941.84	50.0%
602750 64060 FICA EMPLOYER SHAR	28,395	0	28,395	13,742.57	.00	14,652.43	48.4%
602750 65020 TREATMENT PLANT TE	4,400	0	4,400	697.05	.00	3,702.95	15.8%
602750 65040 TREATMENT PLANT ED	5,500	0	5,500	2,217.09	.00	3,282.91	40.3%
602750 65200 TREATMENT PLANT EL	110,000	0	110,000	55,754.89	.00	54,245.11	50.7%
602750 65220 TREATMENT PLANT WA	3,900	0	3,900	1,429.06	.00	2,470.94	36.6%
602750 65230 TREATMENT PLANT FU	15,000	0	15,000	6,835.50	.00	8,164.50	45.6%
602750 65310 TREATMENT PLANT MO	28,000	0	28,000	9,534.72	.00	18,465.28	34.1%
602750 65316 TREATMENT PLANT GE	2,400	0	2,400	.00	.00	2,400.00	.0%
602750 65410 TREATMENT PLANT CO	16,000	0	16,000	3,371.00	.00	12,629.00	21.1%
602750 65480 TREATMENT PLANT OT	80,000	0	80,000	38,819.97	.00	41,180.03	48.5%
602750 65500 TREATMENT PLANT BL	5,000	0	5,000	2,361.59	.00	2,638.41	47.2%

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
602750 65930 ALARMS	2,000	0	2,000	.00	.00	2,000.00	.0%
602750 65955 TREATMENT PLANT SL	293,000	0	293,000	147,535.08	.00	145,464.92	50.4%
602750 66010 TREATMENT PLANT OF	6,000	0	6,000	1,859.53	.00	4,140.47	31.0%
602750 66300 TREATMENT PLANT SU	32,000	0	32,000	5,667.40	.00	26,332.60	17.7%
602750 66340 LABORATORY CHEMICA	20,000	0	20,000	7,140.46	.00	12,859.54	35.7%
602750 66400 TREATMENT PLANT RE	5,000	0	5,000	2,513.16	.00	2,486.84	50.3%
602750 66410 TREATMENT PLANT RE	28,000	0	28,000	2,459.93	.00	25,540.07	8.8%
602750 66420 TREATMENT PLANT TO	28,000	0	28,000	5,509.18	.00	22,490.82	19.7%
602750 66450 TREATMENT PLANT CH	190,000	0	190,000	126,427.67	.00	63,572.33	66.5%
602750 66520 TREATMENT PLANT SA	15,000	0	15,000	2,968.34	.00	12,031.66	19.8%
TOTAL TREATMENT PLANT	1,244,957	0	1,244,957	572,474.58	.00	672,482.42	46.0%
602760 SEWER GENERAL OPERATING							
602760 64011 TOWN MANAGER SALAR	38,412	0	38,412	22,411.96	.00	16,000.04	58.3%
602760 64012 SUPERINTENDENT SAL	113,718	0	113,718	55,500.01	.00	58,217.99	48.8%
602760 64013 OFFICE CLERK SALAR	2,500	0	2,500	144.89	.00	2,355.11	5.8%
602760 64050 MAINE STATE RETIRE	11,599	0	11,599	5,675.83	.00	5,923.17	48.9%
602760 64051 ICMA EMPLOYER SHAR	2,305	0	2,305	1,306.03	.00	998.97	56.7%
602760 64060 FICA EMPLOYER SHAR	11,638	0	11,638	5,451.14	.00	6,186.86	46.8%
602760 64070 WORKERS COMPENSATI	12,645	0	12,645	3,080.90	.00	9,564.10	24.4%
602760 64090 MAJOR MEDICAL INSU	163,458	0	163,458	65,607.32	.00	97,850.68	40.1%
602760 64091 DENTAL INSURANCE	1,500	0	1,500	1,228.62	.00	271.38	81.9%
602760 64092 DISABILTY INSURAN	4,750	0	4,750	.00	.00	4,750.00	.0%
602760 65101 MMA RISK POOL	34,604	0	34,604	16,765.05	.00	17,838.95	48.4%
602760 65350 INDIRECT COSTS	108,835	0	108,835	54,417.50	.00	54,417.50	50.0%
602760 65430 AUDIT SERVICES	3,900	0	3,900	.00	.00	3,900.00	.0%
602760 66035 ABSTRACTS & LIENS	500	0	500	.00	.00	500.00	.0%
602760 68060 SEWER BOND INTERES	119,918	0	119,918	66,869.92	.00	53,048.08	55.8%
602760 68062 SEWER BOND PRINCIP	572,019	0	572,019	403,067.05	.00	168,951.95	70.5%
TOTAL SEWER GENERAL OPERATING	1,202,301	0	1,202,301	701,526.22	.00	500,774.78	58.3%
605000 ENTRANCE FEE SEWER							
605000 43600 REVENUE	0	0	0	-3,000.00	.00	3,000.00	100.0%
605000 67500 EXPENSE	0	0	0	25,640.00	.00	-25,640.00	100.0%
TOTAL ENTRANCE FEE SEWER	0	0	0	22,640.00	.00	-22,640.00	100.0%
606000 IMPACT FEE SEWER							

TOWN OF KITTERY - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
606000 43600 REVENUE	0	0	0	-401,620.00	.00	401,620.00	100.0%
606000 67500 EXPENSE	0	0	0	83,037.68	.00	-83,037.68	100.0%
TOTAL IMPACT FEE SEWER	0	0	0	-318,582.32	.00	318,582.32	100.0%
TOTAL SEWER FUND	126,894	0	126,894	6,772.34	.00	120,121.66	5.3%
TOTAL REVENUES	-2,690,500	0	-2,690,500	-1,519,261.88	.00	-1,171,238.12	
TOTAL EXPENSES	2,817,394	0	2,817,394	1,526,034.22	.00	1,291,359.78	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	126,894	0	126,894	6,772.34	.00	120,121.66	5.3%

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

Town of Kittery FISCAL YEAR 2024
Fund Balances - Capital Projects and Special Revenues
Through: January 17, 2024

Fund Type	New #	Account Name	Ending Fund Balance 6/30/2023	CIP Appropriation 7/1/2024	Transfers FY24	YTD Expense	YTD Revenue	Ending Fund Balance
Special Revenues (Grants, Designated Accounts, etc)								
SR	2005	Senior Tax Credit Program	4,000.00		200,000.00			204,000.00
SR	2006	FEMA Reimbursement	37,277.60					37,277.60
SR	2012	Fire Hazmat Spill Recovery Fees	7,155.80					7,155.80
SR	2014	Police Grants	(6,279.71)			(7,108.90)	9,949.00	(3,439.61)
SR	2022	Compensated Absences	256,119.93			(167,860.67)		88,259.26
SR	2028	Ballot Machines	6,078.00					6,078.00
SR	2038	Kittery Block Party	31,257.80			(29,720.00)	500.00	2,037.80
SR	2055	ASA Applicant Code NEW	(23,540.30)			(21,542.04)	59,796.82	14,714.48
SR	2056	Concerts in the Park	(2,548.09)			(2,760.00)	3,100.00	(2,208.09)
SR	2059	Conservation Comm	567.90					567.90
SR	2060	Wetlands Mitigation	16,703.00					16,703.00
SR	2063	Kittery Community Center (KCC) Donations	8,342.92			(8,749.62)	10,195.00	9,788.30
SR	2066	Police Forfeiture	79.52					79.52
SR	2068	Fort Foster Bench Donations	10,985.80					10,985.80
SR	2071	D.A.R.E	216.03					216.03
SR	2074-67503	TIF District #3	95,476.70		170,000.00	(23,808.72)		241,667.98
SR	2081	Channel 22 (PEG) Capital Funding	216,795.26		(35,000.00)	(14,260.47)	46,829.84	214,364.63
SR	2082	KCC Playgrounds	64,718.36					64,718.36
SR	2083	One-time Grants	39,187.67					39,187.67
SR	2086	Spruce Creek Grants	(16,271.58)			(22,009.14)		(38,280.72)
SR	2094	LWCF Grant - Emery Field Phase 2	(313,587.97)		275,000.00	(58,527.05)		(97,115.02)
SR	2301	Billable Police Details	44,095.29			(15,255.96)	16,220.00	45,059.33
SR	2303	Grant Supported Police Details	(9,332.74)			(1,035.29)	3,171.54	(7,196.49)
SR	2904	Legion Pond Invasive	14,609.00			(13,592.00)		1,017.00
SR	4001-67500/43600	State Aid to Roads General	1,305,002.08			(1,377.50)	184,636.00	1,488,260.58
SR	4001-67502/43602	Whipple Road Improvements	(927,221.98)			(57,706.38)	396,935.98	(587,992.38)
SR	4001-67503/43603	Memorial Circle Improvements						-
SR	4001-67508/43608	Walker/Wentworth	300,305.40			(7,075.00)		293,230.40
SR	4124	Tax Acquired Properties						-
SR	4126	KCC Visual Arts Com	4,611.90			(856.07)		3,755.83
SR	4127	Reserve for Abatement Litigation	264,712.00			(3,915.00)		260,797.00
SR	4128	Climate Action Plan	65,000.00					65,000.00
SR	4030	Public Safety Impact Fees	234,605.32			(61,517.37)	67,573.50	240,661.45
SR	5023	Library Donations	9,427.18			(14,272.72)	67,374.34	62,528.80
SR	5500	MMA Grants	285.26			(971.34)		(686.08)
SR	5501	Mass Transit Reserve Fund	17,500.00			(37,025.00)		(19,525.00)
SR	5502	Keep Maine Healthy Grant	866.89					866.89
SR	5504	ARPA	441,103.49			(441,103.49)		-

Town of Kittery FISCAL YEAR 2024
Fund Balances - Capital Projects and Special Revenues
Through: January 17, 2024

Fund Type	New #	Account Name	Ending Fund Balance 6/30/2023	CIP Appropriation 7/1/2024	Transfers FY24	YTD Expense	YTD Revenue	Ending Fund Balance
SR	5505	PREPA Grant	2,050.62					2,050.62
SR	5506	Affordable Housing	100,000.00		50,000.00			150,000.00
SR	5507	PFAS Support	(173,709.55)		341,103.49	(894,161.56)	676,599.42	(50,168.20)
SR	5508	375th Celebration	4,757.32			(12,839.70)	224.55	(7,857.83)
SR	5024	COVID-19 Vaccine Clinics	13,644.91					13,644.91
SR	5509	Real Estate Transactions	898,925.81					898,925.81
SR	5511	Bike/Ped Master Plan	97,705.88			(2,162.93)		95,542.95
SR	5513	Gorges Road Fire Station	480,463.23			(976,493.15)		(496,029.92)
SR	5514	Fiscal Agent Fund	6,000.00			(5,160.31)	1,000.00	1,839.69
Total Special Revenue			3,141,678.72	-	1,001,103.49	(2,897,707.07)	1,543,105.99	3,764,674.28

CIP Programs

CP	2057	Open space	25,000.00					25,000.00
CP	2903	Invasives Fort Foster	22,581.00		97,000.00			119,581.00
CP	4002	Right of Way Reserve	144,605.53	600,000.00		(831,804.89)	159,063.50	71,864.14
CP	4011	KCC Vehicle Reserve	23,049.66					23,049.66
CP	4012	Public Works Vehicles/Equipment	(11,901.82)	450,000.00		(192,621.38)		245,476.80
CP	4013	Fire Apparatus Reserve	-	50,000.00				50,000.00
CP	4017	MS4 Compliance	40,190.78	40,000.00		(15,778.74)		64,412.04
CP	4018	KPA Boat Reserve	18,324.68	40,000.00		(42,367.01)	4,000.00	19,957.67
CP	4019	KCC Equipment Reserve	64,078.95	40,000.00		(18,610.84)		85,468.11
CP	4020	Municipal Technology Reserve	120,915.58	70,000.00		(102,078.45)		88,837.13
CP	4022	Police Vehicle/Equipment	110,099.77	155,000.00		(207,751.96)		57,347.81
CP	4026	Records Preservation	15,510.13	15,000.00				30,510.13
CP	4027	Municipal Facility Reserve	352,550.70	75,000.00		(30,369.74)		397,180.96
CP	4043	Parks Building & Grounds	26,806.61	20,000.00		(10,130.00)		36,676.61
CP	4051	KCC Facility Reserve	49,106.98	25,000.00				74,106.98
CP	4055	KPA Equipment Reserve	(1,304.47)	15,000.00		(1,043.08)		12,652.45
CP	4056	Fire Dept Equipment Reserve	241,529.14	60,400.00		(224,726.00)		77,203.14
CP	4100	Fire Dept Facility Reserve	37,318.84	25,000.00				62,318.84
CP	4116	KPA Facility Reserve	6,362.98	10,000.00				16,362.98
CP	4060	Rice Rehab/Expansion	119,268.07			(19,533.03)	191,847.14	291,582.18
CP	4123	LED Conversion	49,686.58	-	100,000.00	(122,846.00)		26,840.58
CP	4129	Police Equipment Reserve	2,000.00	15,000.00		(10,040.00)		6,960.00
CP	5512	Roadside Landscaping	36,138.80			(906.18)		35,232.62
CP	5510	Memorial Field Assessment	7,366.00			(6,755.00)		611.00
Total Capital Projects			1,499,284.49	1,705,400.00	197,000.00	(1,837,362.30)	354,910.64	1,919,232.83

TOTAL GENERAL OPERATIONS			4,640,963.21	1,705,400.00	1,198,103.49	(4,735,069.37)	1,898,016.63	5,683,907.11
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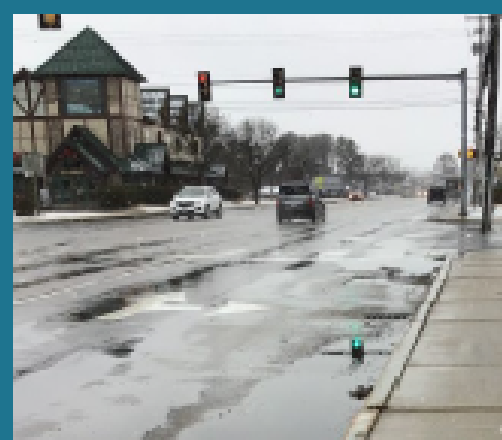
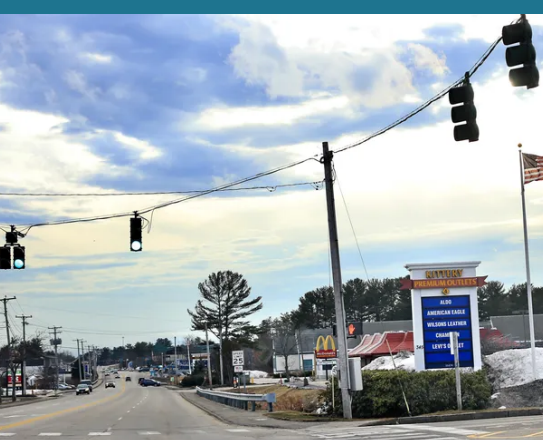
Town of Kittery FISCAL YEAR 2024
Fund Balances - Capital Projects and Special Revenues
Through: January 17, 2024

Fund Type	New #	Account Name	Ending Fund Balance 6/30/2023	CIP Appropriation 7/1/2024	Transfers FY24	YTD Expense	YTD Revenue	Ending Fund Balance
Permanent Funds (Scholarship Funds/Trust Funds)				-				
PF	5001	Connie Samuels Beautification Fund	58,600.93					58,600.93
PF	5002	Public Health	26,378.88					26,378.88
PF	5003	York Hospital Scholarship	31,951.40					31,951.40
PF	5005	Lester Raynes Fund	8,462.26					8,462.26
PF	5007	Thresher Memorial Fund	3,930.28			(3,193.17)	1,336.00	2,073.11
PF	5008	Mary Safford Wildes Trust	552,134.02					552,134.02
PF	5009	George Smart Santa Fund	6,744.01					6,744.01
PF	5010	Kittery Education Scholarship Fund-Recycling	25,679.68			(17,500.00)	7,487.95	15,667.63
Total Permanent Funds			713,881.46	-	-	(17,500.00)	8,823.95	702,012.24
Enterprise Fund (Sewer)				-				
ER	606000	Entrance Fees	703,620.70			(25,640.00)	3,000.00	680,980.70
ER	605000	Impact Fees	487,352.13			(83,037.68)	401,620.00	805,934.45
ECP	604000	Vehicle Reserve	45,722.80					45,722.80
ECP	603000	Capital Reserve	178,464.30					178,464.30
Total Enterprise Funds			1,415,159.93	-	-	(108,677.68)	404,620.00	1,711,102.25
GRAND TOTAL ALL FUNDS			6,770,004.60	1,705,400.00	1,198,103.49	(4,843,747.05)	2,311,460.58	8,097,021.60

ROUTE 1 CORRIDOR FEASIBILITY STUDY PUBLIC INPUT SESSION



The Town is undertaking a grant-funded study with the Maine Department of Transportation (MaineDOT) to evaluate how Route 1, north of Memorial Circle to the Town of York border, should be improved for traffic safety, and enhanced mobility for pedestrians and cyclists.



WE WANT TO HEAR FROM YOU!

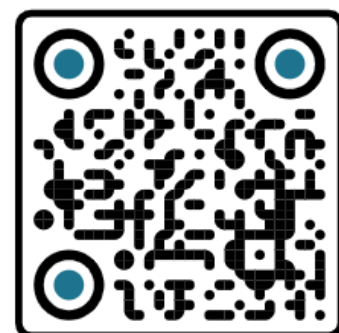
Hear from the project team, review draft design alternatives and configurations for the roadways, intersections and bike/ped facilities throughout the Route 1 corridor, and provide comments and feedback.

Feedback gathered at the meeting will be used during the study to help make Route 1 safer and more attractive for those living, working, traveling, and shopping in the area.



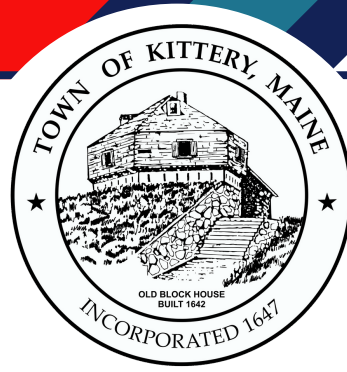
January 24, 2024 | 6:00 PM
Council Chambers & Zoom

SCAN ME



For more information, please scan the QR code above or visit:

WWW.KITTERYME.GOV/ROUTE1STUDY



REGISTER - VOTE - MAKE A DIFFERENCE

Voter Registration Night

February 29, 2024 | 6:00 PM - 7:00 PM
Town Hall - 200 Rogers Road

This event will assist residents with voter registration, name/address corrections, and absentee voting. If registering to vote, please bring proof of identity and residency with you.

For more information on voting and elections, please visit the Town of Kittery Elections page:

WWW.KITTERYME.GOV/ELECTIONS



Absentee ballot applications are now available at Town Hall for the March 5, 2024 Presidential Primary Election. Voters can request an absentee ballot until 6:00 PM on February 29, 2024.

- **Request by phone: 207-475-1313**
- **Request online at www.kitteryme.gov/elections.**
- **Request in person at the Customer Service Center:**
 - **Monday - Wednesday: 8:30 AM - 4:00 PM**
 - **Thursday: 8:30 AM - 6:00 PM**
 - **Friday: 8:30 AM - 1:30 PM**

PLEASE NOTE THAT ABSENTEE BALLOTS ARE NOT AVAILABLE AT THIS TIME.

As soon as the Town Clerk receives absentee ballots, they will be mailed out to those who have filed an application, and a notice will be posted online and at Town Hall announcing that they have arrived.

FOR MORE INFORMATION, VISIT: WWW.KITTERYME.GOV/ELECTIONS

YOUR VOTE MATTERS, SO CAST YOUR BALLOT AND LET YOUR VOICE BE HEARD!

TOWN OF KITTERY



IS YOUR DOG LICENSED AND READY FOR 2024?

It's time to get your four-legged friends ready for the New Year by getting their dog licenses renewed.



The Town of Kittery makes licensing a breeze with options to renew in person, online or by mail. For more information, please scan the QR code below or visit:

WWW.KITTERYME.GOV/DOGLICENSE

SCAN ME



DEADLINE TO RENEW: JANUARY 31, 2024

LET US HELP YOU

FILE YOUR TAXES FOR FREE



FEBRUARY 7 - APRIL 11
WEDNESDAYS, 10AM - 2:30PM
THURSDAYS, 4PM - 6PM


WHO WE ARE?

AARP Foundation Tax-Aide can prepare your 2023 tax return and electronically file it for you. This is a free service run by volunteers. This program is open to taxpayers of all ages and AARP membership is *not* required. We strongly encourage folks to file even if they're not required to. Our counselors have found that some lower income Mainers may be eligible for tax benefits (Maine State Sales Tax Credit, Maine State Property Fairness Credit, etc).

LET US FILE FOR YOU

By appointment only. Schedule an appointment by calling the KCC. AARP Tax-Aide will be preparing returns on Wednesdays & Thursdays, at the Kittery Community Center, from February 7 - April 11. Additional tax-aid sites in York, Eliot and South Berwick.

CALL TO SCHEDULE AN APPOINTMENT

 **207-439-3800**

TO BRING



PICTURE ID



SOCIAL SECURITY CARD



2023 TAX DOCUMENTS



1095 FORM (IF YOU HAVE MARKETPLACE INSURANCE)



RENT AND/OR PROPERTY TAX INFO



COPY OF LAST YEAR'S RETURN



BANK CHECK (IF YOU WANT DIRECT DEPOSIT)



CORRESPONDENCES FROM IRS (IF APPLICABLE)



taxaide@aarp.org



<https://states.aarp.org/maine/tax-aid>



BOARDS CURRENTLY SEEKING MEMBERS, ALTERNATES OR POOL APPLICANTS

- Board of Assessment Review
- Educational Scholarship Committee
- Land Issues Committee

FOR MORE INFORMATION



207-475-1313



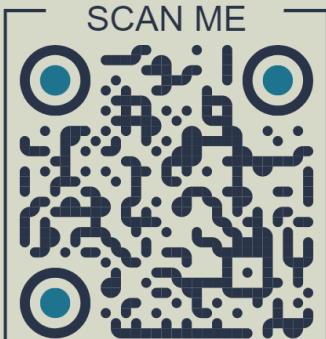
jrichards@kitteryme.org



200 Rogers Road
Kittery, ME 03908

APPLY TODAY

SCAN ME



GET INVOLVED



JOIN A TOWN OF KITTERY BOARD, COMMITTEE OR COMMISSION

The Town of Kittery is seeking unique ideas, problem-solving abilities and personal experience to help shape the future of Kittery.

Tell Me More!

- Learn about local government and find new ways to address community challenges and concerns.
- Meet new people with various talents and share ideas that make a difference.

How Often Do Boards Meet?

- Some boards meet once a month, while others meet more frequently. Find one that suits your schedule.
- Participate in meetings and workshops in-person, or remotely via Zoom for more flexibility.

Apply Today!

- To download or complete an application, please visit: www.kitteryme.gov/getinvolved.



NEW FOR 2024!

The Freebie Barn Keeps Getting Better

The Town of Kittery Freebie Barn is back for 2024, in collaboration with the Climate Adaptation Committee and Kittery Climate Action Now (KCAN).

Since it reopened in 2023, community members have donated and diverted **over 13,000 lbs.** from the waste stream. But we're not done yet!

WHAT IS THE FREEBIE BARN?

The Freebie Barn is a place to drop off, pick up, and swap common, reusable items. The goal of the Freebie Barn is to prevent items that still have a useful life and purpose, from being put into the waste stream and landfills.



WHAT IS NEW AT THE FREEBIE BARN?

The Freebie Barn's schedule will now include hours on Wednesdays AND Saturdays (**dependent on volunteer availability**).

The Freebie Barn will no longer observe themed monthly drop-offs. Residents are also welcome to donate or take home items during regular operating hours, as space allows.

The Freebie Barn will continue utilizing Community Partners to ensure items that still have useful life can be repurposed by those in need.



WHEN IS THE FREEBIE BARN OPEN?

Beginning in January 2024, the Freebie Barn will observe regular operating hours on Wednesdays, and Saturdays!

Freebie Barn: Open to the public for item drop-offs and pick-ups at the KRRF:

- Wednesdays from 11 AM - 3 PM
- Saturdays from 9 AM - 1 PM



Note: The Freebie Barn's hours will be dependent on volunteer availability.

DO YOU STILL NEED VOLUNTEERS?

Yes, every month! The Freebie Barn is a volunteer-operated program and requires engaged citizens like YOU to help make it a success. **The more volunteers we have, the more hours we can offer, so sign up today!**

For more information, or to sign up to be a Freebie Barn volunteer, scan the QR code here or visit: www.kitteryme.gov/freebiebarn



SCAN ME

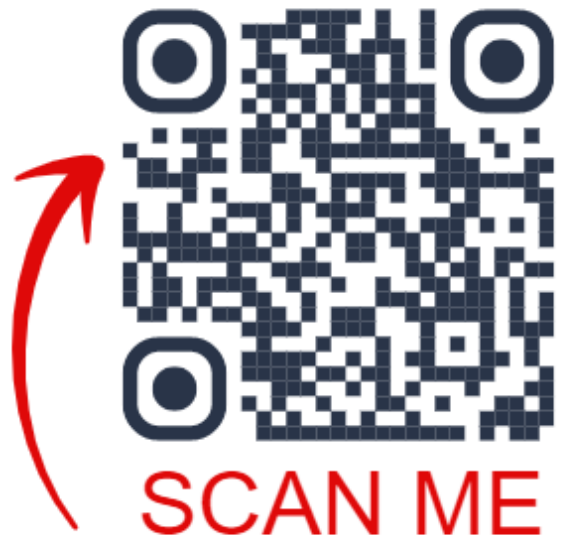


SUBSCRIBE

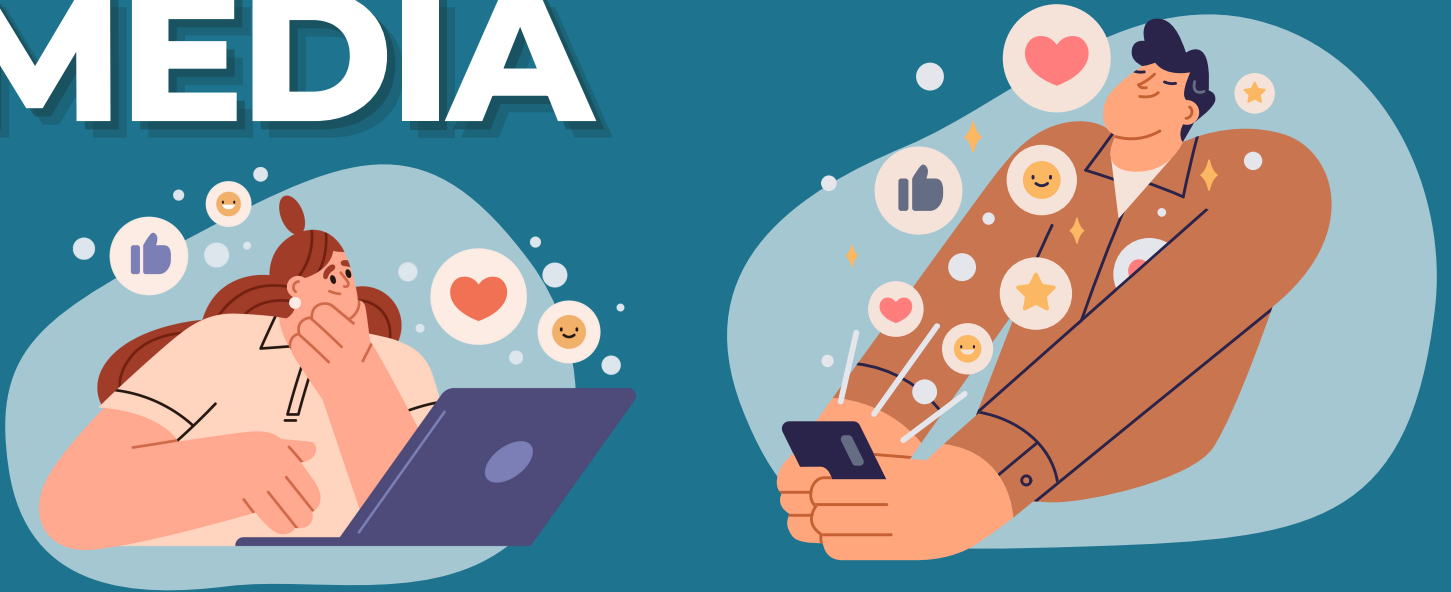


TO TOWN OF KITTERY E-ALERTS

Subscribe to Town of Kittery e-alerts to receive notifications via e-mail about important Town of Kittery news, announcements, events, and much more!



FOLLOW US ON SOCIAL MEDIA



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on Twitter @TownofKittery



on LinkedIn @town-of-kittery-maine

For more information, please visit www.kitteryme.gov.

Kittery Town Council
January 8, 2024

1
2
3
4
5 1. Call to Order

6 Chair Spiller called the meeting to order.

7 2. Land Acknowledgement & Introductory

8 3. Pledge of Allegiance

9 4. Roll Call

10 Councilors present- Councilor Bragg, Councilor Mason, Councilor Clark, Councilor
11 Stevens, Vice Chair McGuire and Chair Spiller

12 Councilors not in attendance- Councilor Hamm (Military leave)

13 5. Agenda Amendment and Adoption

14 Chair Spiller casts one vote in favor of adoption as presented.

15 6. Town Manager's Report

16 Town Manager reported on the Presidential Primary Election, Coastal Flooding and
17 Storm Survey and Walker/Wentworth Sidewalk Project.

18 Upcoming Dates:

19 Absentee Ballot Applications Available

20 Town Offices Closed for Martin Luther King Jr. Day – January 15

21 Route 1 Feasibility Study Input Session – January 24

22 Dog License Renewal Deadline – January 31, 2024

23
24 Councilor Stevens asked if the request for photos for Coastal Flooding was put on
25 social media accounts.

26 Town Manager responded yes.

27
28 7. Acceptance of Previous Minutes

- 29 • October 23 – Regular Meeting
30 • November 13 – Regular Meeting
31 • November 27 – Regular Meeting

32 • December 11 – Regular Meeting

33

34 All were in favor of accepting as presented.

35

36 8. Interviews for the Board of Appeals and Planning Board- None

37 9. All items involving the town attorney, town engineers, town employees or
38 other town consultants or requested offices. - None

39 10. PUBLIC HEARINGS

40 11. DISCUSSION

41 a. Discussion by members of the public (three minutes per person)

42 b. Response to public comment directed to a particular Councilor

43 c. Chairperson's response to public comments

44 Chair Spiller read an email from Suzanne Courage Johnson where she asked Kittery
45 Conservation Commission to make a law to protect wetlands from development.
46 She also reported that there should be more control over the number of dogs using
47 Fort Foster. Ms. Johnson also asked that the park be made strictly for people and
48 not dogs to preserve the Fort and wildlife.

49 Chair Spiller responded to the email.

50 12. UNFINISHED BUSINESS - None

51 13. NEW BUSINESS

52 a. Donations/gifts received for Council disposition.

53 (010124-01) The Kittery Town Council moves to accept a donation from
54 William & Judith Smart in the amount of \$150.00 to be deposited into the
55 George Smart Santa Fund, account #1372.

56 Move to accept the donation by Vice Chair McGuire, seconded by Councilor Clark.

57 Motion passes

58 6-0-0

59

60 b.(010124-02) The Kittery Town Council moves to adopt the 2024 Annual
61 Goals.

62 Move to adopt 2024 goals by Councilor Clark, seconded by Councilor Bragg.

63 Chair Spiller read a statement from Councilor Hamm where he noted concerns
64 about increasing affordable housing and housing inventory, funds to increase
65 housing reserve fund, to increase cell service in Kittery Point and to budget for a
66 fulltime fire department.

67 Chari Spiller and Town Manager responded.

68

69 Councilor Clark thanked Chair Spiller and the Climate Adaptation Committee for
70 their work and believes Council should have a biannual meeting to stay informed.

71

72 Chari Spiller responded.

73

74 Motion passes

75 6-0-0

76

77 c. (010124-03) The Kittery Town Council moves to approve an application
78 from Millenium Running for their annual Eastern States Road Race event
79 to be held on March 17, 2024.

80 Move to approve application from Millenium Running by Councilor Stevens,
81 seconded by Councilor Clark.

82 Motion passes

83 6-0-0

84

85 d.(010124-04) The Kittery Town Council moves to reappoint Maribeth Girard
86 to the Kittery Community Center Board of Trustees for a three-year term
87 to expire December 31, 2026.

88 Move to reappoint by Councilor Clark, seconded by Councilor Bragg.

89 Motion passes

90 6-0-0

91

92 e.(010124-05) The Kittery Town Council moves to appoint Jeff Thomson to
93 the Capital Improvement Plan Committee for a three-year term to expire
94 December 31, 2027.

95 Move to appoint Jeff Thomson by Councilor Stevens, seconded by Vice Chair
96 McGuire.

97 Motion passes

98 6-0-0

99

100 f. (010124-06) The Kittery Town Council moves to appoint Priscilla Ford to the
101 Housing Committee for a three-year term to expire December 31, 2027.

102 Move to appoint Priscilla Ford by Chair Spiller, seconded by Councilor Bragg.

103 Motion passes
104 6-0-0
105

106 g.(010124-07) The Kittery Town Council moves to appoint Barry Hayes to the
107 Shellfish Committee for a three-year term to expire December 31, 2027.

108 Move to appoint Barry Hayes by Councilor Clark, seconded by Councilor Bragg.

109 Motion passes
110 6-0-0
111

112 h.(010124-08) The Kittery Town Council moves to discuss a petition for a
113 request for a sewer extension on Rogers Road.

114 Move to discuss by Chair Spiller, seconded by Councilor Stevens.

115 Chair Spiller stated that she believes they need more information on this before
116 being able to make an informed decision. She asked the Town Manager to prepare
117 a report on the possible cost and other possible issues.

118

119 14. COUNCILOR ISSUES OR COMMENTS

120 Councilor Clark stated that he will not be at the next meeting because he will be on
121 vacation.

122 Councilor Bragg congratulated the winners of the York region 2023 recipients.

123 Vice Chair McGuire thanked the Department of Public Works as well as the Police
124 Department for their hard work in the latest storm.

125 15. COMMITTEE AND OTHER REPORTS
126 a.Communications from the Chairperson
127 b.Committee Reports

128 16. EXECUTIVE SESSION

129 17. ADJOURNMENT
130 Move to adjourn by Councilor Bragg, seconded by Councilor Stevens.
131
132 All were in favor of adjournment.

133

134

135 Submitted by Jennifer Wheeler

136

137 Disclaimer: The following minutes constitute the author's understanding of the
138 meeting. Whilst every effort has been made to ensure the accuracy of the
139 information, the minutes are not intended as a verbatim transcript of comments at
140 the meeting, but a refer to the video of the meeting on the Town of Kittery website.



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1329 | Fax: (207) 439-6806
towncomments@kitteryme.org | www.kitteryme.gov

REPORT TO TOWN COUNCIL

Meeting Date: January 22, 2024
From: Kendra Amaral, Town Manager
Subject: Sewer Main Extension Petition – Rogers Road
Councilor Sponsor: N/A

OVERVIEW

The Town Council received a petition to extend sewer service on Rogers Road at its January 8, 2024, meeting. At its initial review of the petition, the Council directed staff to develop a conceptual outline of what the project may require.

CONDITIONS

The area being considered by this analysis is Rogers Road from the Orchard Grove Cemetery and continuing south to the area adjacent to Best Automotive. Though the petition stopped at Ford Lane, the staff evaluated an extension that served all parcels on Rogers Road that were without access to public sewer. The area includes approximately 42 parcels and 44 total building units. The length of the potential new length was roughly estimated at 2,200 linear feet.

The road has a five-foot deep box cut, from edge of road to edge of road, under the pavement. Beyond the five feet of cut, is ledge. The water line runs along the west side of the road and connects all of the parcels within the area of consideration to public water.

CONCEPTUAL ANALYSIS

To understand the range of costs the proposed sewer extension may involve for both the Sewer Enterprise and the bettered properties, the staff made certain assumptions in the concept including:

- Sewer can be laid on the east side of the road at a 5-foot depth. As a result the main will have to be a force main rather than a gravity line.
- Each bettered-property will need to install a privet-pump to get the wastewater to the main. This eliminates the need for significant ledge removal for the connections. Connections on the west side of the street will need additional treatment to get around the existing water line and adequately protect the water line for potential infiltration.
- Linear cost estimates for the two scenarios are based on the most recent waterline installation completed by the Town last year, and concept estimates for another sewer line project being evaluated in conjunction with

the Town of Eliots sewer expansion.

- A hydraulic study is recommended as part of the project to ensure pump station 2 is capable of handling the additional projected flow and potential growth having access to ewe.

CONCEPTUAL COST

A conceptual cost was developed to assess what a conceptual low and high range of cost may be for the Sewer Enterprise Fund and the bettered properties. **This is solely intended as a cost exercise. To get an actual cost, the project would need an engineered design and cost estimate.** Staff also recommend that include a hydraulic study for pump station 2.

Construction of the new sewer main includes the excavation (without ledge removal), materials, and reinstallation of the road. Both scenarios include \$50,000 for engineering, and the interest for debt service, as the project will need to be bonded.

Scenario A total cost: \$1,370,352

Scenario B total cost: \$1,809,560

Using a 50%/50% split approach for the cost of the project we roughly calculated that bettered properties would be assessed, on average, as follows:

Scenario A Average Property Betterment Assessment: \$16,314

Scenario B Average Property Betterment Assessment: \$21,542

In addition to the betterment assessment each parcel will need to pay the Entrance and Impact fees (\$6,000 total) per Title 13, the Connection Permit Fee (\$15), and for the privet pump, which is currently costing approximately \$6,000. When added to the betterment assessment, the average property owner impact is as follows:

Scenario A Average Property Betterment Assessment + Fees & Equipment: \$28,329

Scenario B Average Property Betterment Assessment + Fees & Equipment: \$33,557

These numbers are very conceptual and do not include involve analysis of potentially exempted properties, which could increase the assessment on the others, and other property by property specifics.

ATTACHMENTS

- Conceptual Plan Analysis
- Sewer Main Extension Petition



Sewer Main Ext Petition

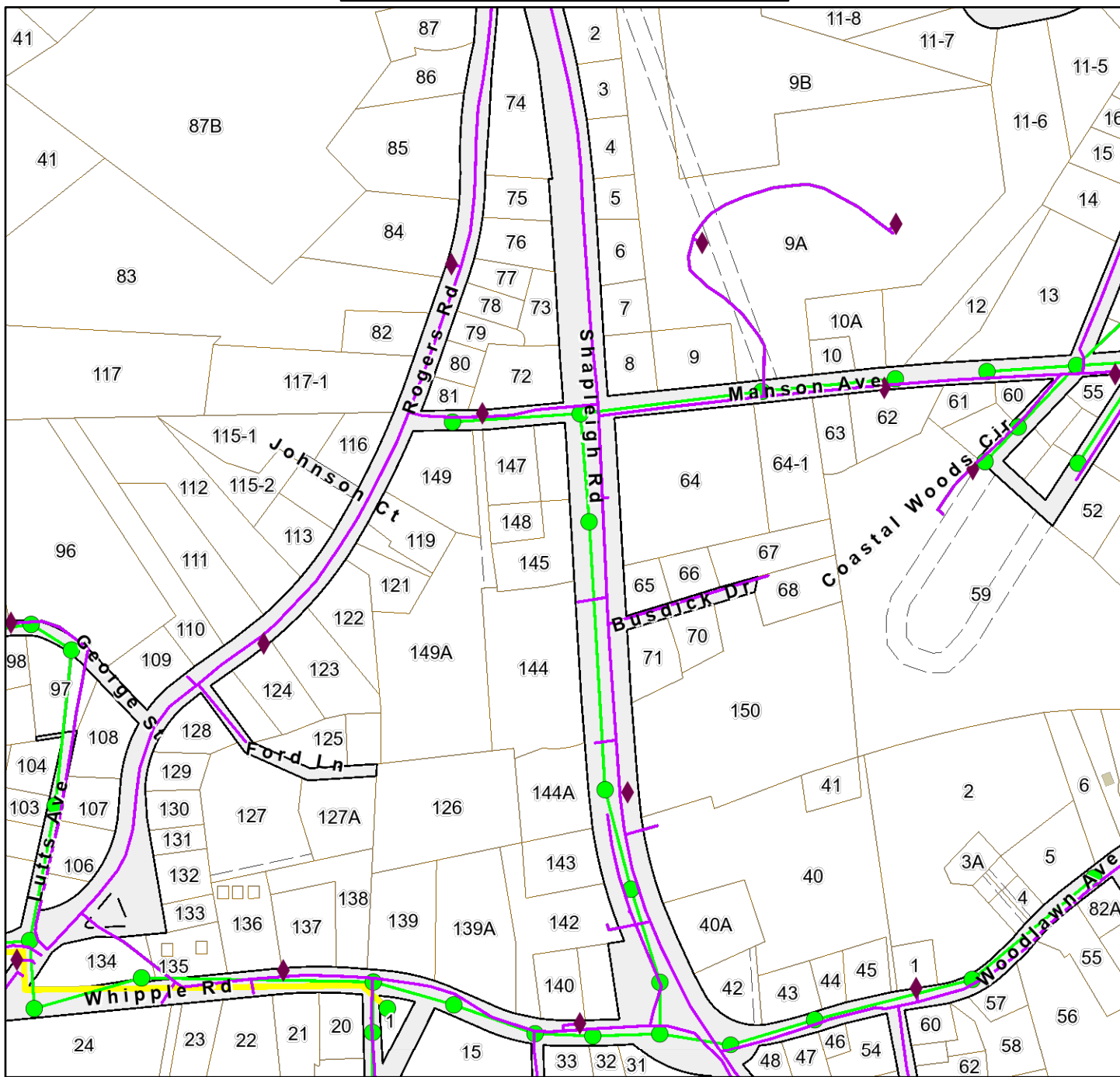
Kittery, ME

1 inch = 300 Feet



www.cai-tech.com

January 18, 2024



	Buildings		Dashed Road		Manhole
	Right of Way		Forced Main		Water Main Pipe
	Cemetery		Gravity Main		Hydrant

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

**Kittery Main Sewer Extension - Petition Request - Rogers Road Ext
CONCEPTUAL PLAN ONLY**

	Project Cost	Allocation
Engineering	\$50,000	
Construction (\$484/lf)	\$1,064,800	
Debt Service (10 yr bond)	\$255,552	
Total Cost:	\$1,370,352	
Project Share - Town	\$685,176	
Benefitted Parcel Assessment Share	\$685,176	50%

Benefitted Parcel Assessment Breakdown			Allocation	Per
Total # of Parcels		42		
Total Units		44	50%	\$7,786.09
Total Front Footage	3,739	ft.	25%	\$45.82
Total Area	787,997	sq. ft.	25%	\$0.217
Average Betterment Assessment per Parcel	\$16,313.71			
Average Betterment + Connection Costs per Parcel	\$28,328.71			

**Kittery Main Sewer Extension - Petition Request - Rogers Road Ext
CONCEPTUAL PLAN ONLY**


	Project Cost	Allocation
Engineering	\$50,000	
Construction (\$645/lf)	\$1,419,000	
Debt Service (10 yr bond)	\$340,560	
Total Cost:	\$1,809,560	
Project Share - Town	\$904,780	
Benefitted Parcel Assessment Share	\$904,780	50%

Benefitted Parcel Assessment Breakdown			Allocation	Per
Total # of Parcels		42		
Total Units		44	50%	\$10,281.59
Total Front Footage	3,739	ft.	25%	\$60.50
Total Area	787,997	sq. ft.	25%	\$0.287
Average Betterment Assessment per Parcel	\$	21,542.38		
Average Betterment + Connection Costs per Parcel	\$	33,557.38		

Petition to Town Council,

We live on Rogers Road, very close to the Buckley Way sewer manhole. We request the town allow us to connect to it.

51-53 Rogers Road

 William Peirce

5 Johnson Court

 Ronald King


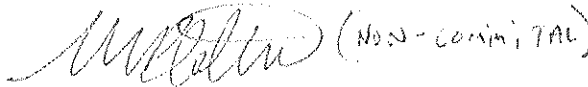
6 Johnson Court

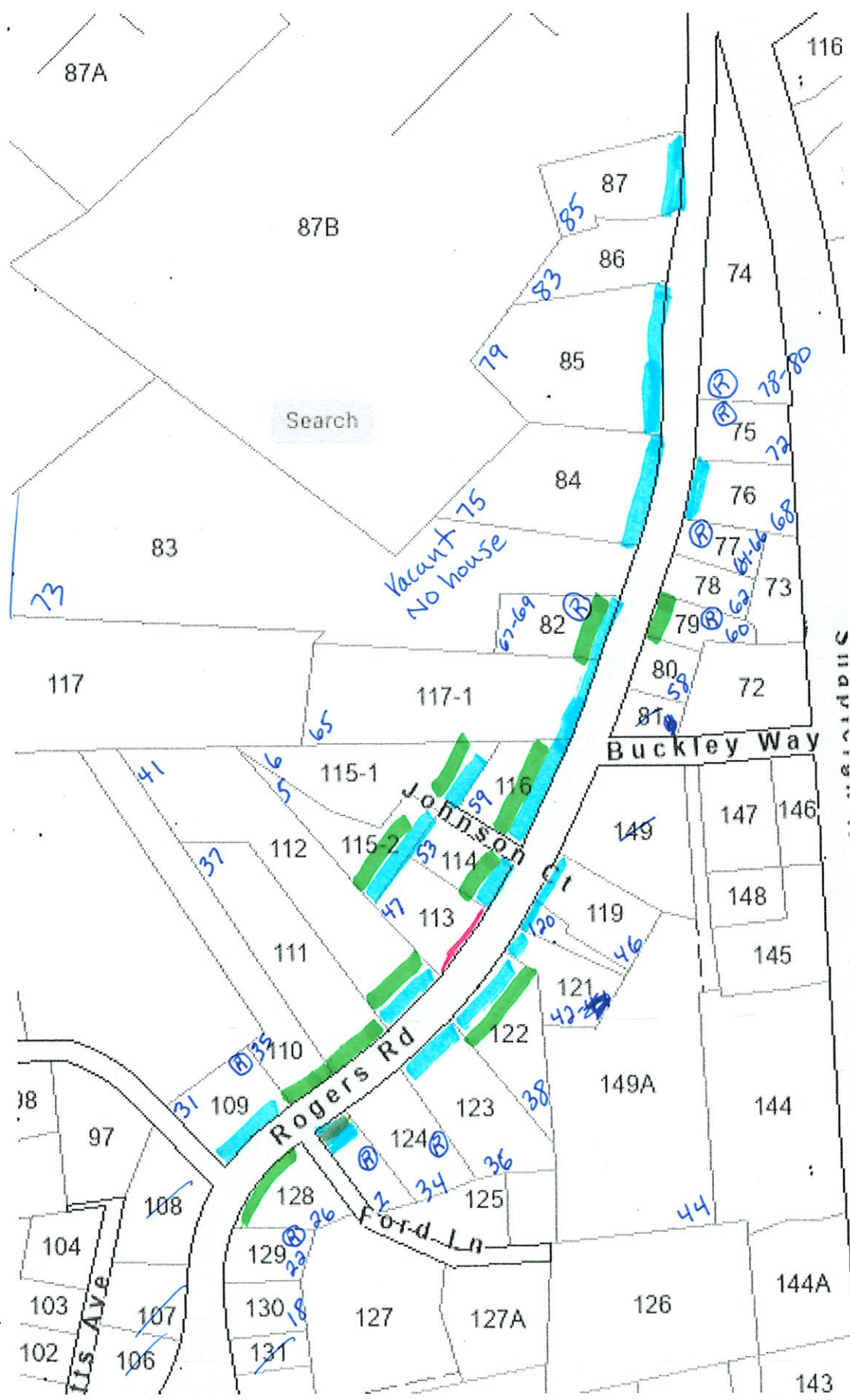
 MATTHEW HARGREAVES

59 Rogers Road

46 Rogers Road

1/2 Rogers Rd

 (NON-COMMITMENT) Bruce Cameron
 (NON-COMMITMENT) Melissa Platt



█ probably
█ for it
█ against
 (R) renter



SO ME FISH & GAME CLUB, INC.
P.O. BOX 415
KITTERY, ME 03904-0415

52-7450/2112

1946

DATE 1/1/2024

DELUXE chequing checks
SPECIALTY BLUE HIGH SECURITY



PAY TO THE ORDER OF

George Smart Fund | \$ 100.00

One hundred and no/100

DOLLARS

Heat Reactive Ink



Kennebunk Savings

MEMO Repka 1942

[Signature]

1946

LOOK FOR FRAUD-DETERRING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.



No. 2600005772

Date
12/6/2023

Invoice Number
Dec23

Description
Thresher Memorial Donation Years 3-5

Amount
6,000.00

donation
fund 5007

Amount Due: 6,000.00

W/H Amount: 0.00

Net Amount: 6,000.00

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



P.O. Box 1240
Portsmouth, NH 03802
603-422-9832

54-8963
2114

No. 2600005772

Payment Date
12/18/2023

PAY SIX THOUSAND and 00/100

Amount
\$6,000.00

TO THE
ORDER
OF

TOWN OF KITTERY MAINE
ATTN: Haley Mock
200 ROGERS RD
KITTERY, ME 3904

OFFICIAL CHECK
VOID AFTER 90 DAYS

AUTHORIZED SIGNATURE

HEAT SENSITIVE

THIS CHECK CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

KITTERY COMMUNITY CENTER DEPOSIT

Date: 1/11/2024
Receipt # Donation James O'Neill
Checks: \$ 100.00
Cash: \$ _____
Total: \$ 100.00
*KCC DONATIONS
2023-*
Account # _____
Initials: J

JAMES O'NEIL PO Box 445 York, ME 03909 52-7450/2112 6089
DATE 1/2/2024
PAY TO THE ORDER OF Kittery Community Ctr \$ 100.00
One Hundred ⁴⁵ DOLLARS ← Heat Reactive Ink
MEMO Donation J O'Neil
LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY BURST AND HEAT REACTIVE INK. DETAILS ON BACK.

From: [Amanda Johnson](#)
To: [Jillian Richards](#)
Cc: [Catherine Alessi](#); [Sybil Carven](#); [Noelle Grattan](#)
Subject: Project Graduation Toll Booth at Transfer Station 4/27/24
Date: Wednesday, January 10, 2024 9:58:16 AM

Hi there Jillian,

Happy New Year! The Traip Academy Project Grad group are hoping to hold one more toll booth at the Kittery transfer station on Saturday April 27th.

Can you let me know if this date is ok and can be brought to the Council for approval?

Appreciate your support!

Thanks,

Amanda Johnson
c. 603-502-0514



TOWN OF KITTERY PURPLE HEART TOWN PROCLAMATION

WHEREAS, first created as the Badge of Military merit by George Washington in 1782, the Purple Heart is the oldest military decoration presently in use; and

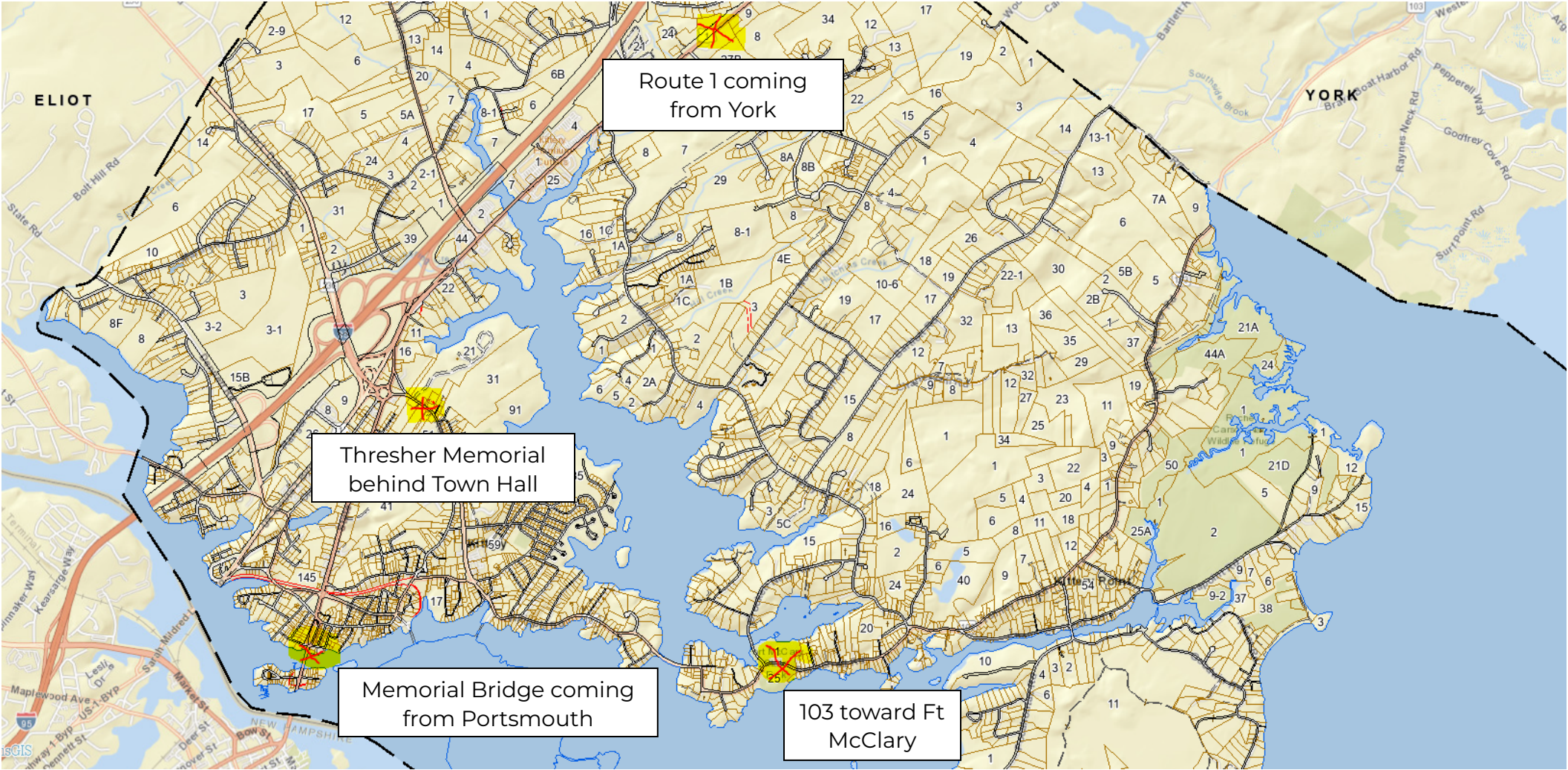
WHEREAS, the purple heart was the first American service award of decoration made available to the common soldier and is specifically awarded to any member of the United States Armed Services wounded or killed in combat with a declared enemy of the United States; and

WHEREAS, many from Kittery have made the ultimate sacrifice in giving their lives in the cause of freedom, and numerous combat-wounded veterans currently reside within this town and contribute to this community in countless ways; and

WHEREAS, chartered by an act of Congress, the mission of the Military Order of Purple Heart is to foster an environment of good will among the combat wounded veteran members and their families, promote patriotism, support legislative initiatives and most important, make sure we never forget; and

WHEREAS, we appreciate the sacrifices our Purple Heart recipients have made in defending our freedoms and believe it is important that we acknowledge them for their courage and show them the support they have earned; and

NOW THEREFORE, on this day, Monday, January 22, 2024, the Kittery Town Council designates the Town of Kittery as a Purple Heart Town and honors those who put their lives at risk in service of our country.





TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1329 | Fax: (207) 439-6806
towncomments@kitteryme.org | www.kitteryme.gov

REPORT TO TOWN COUNCIL

Meeting Date: January 22, 2024
From: Kendra Amaral, Town Manager
Subject: Appendix A Fees – General Update
Councilor Sponsor: Chairperson Judy Spiller

OVERVIEW

State law allows municipalities to establish a fee for any license or permit so long as it reasonably reflects the municipality's costs associated with the license or permit procedure and enforcement.

The baseline purpose of charging fees is to defray the cost of certain “elective” municipal services so that the general taxpaying community are not footing the bill for specific property owner activities. Examples include building permits, development plan reviews, business licenses, tow fees for parking violations, etc.

Fees are also used as a policy amplifier. For example, the Council recently adopted a change to the affordable housing payment in lieu fee, increasing it to \$100,000 per unit. This was a policy decision to ensure developers do not see the payment in lieu as an “easy out” to building affordable housing.

PROCESS

Typically, staff review fees associated with a particular ordinance when the ordinance is being considered for amendments. Recent examples include Title 16 related to affordable housing (as noted above), Title 12 Shellfish Conservation (Shellfish license fees), Title 5 Short Term Rental Licenses.

There has not been a broader review of Appendix A Town fees in over a decade. The community and region have since experienced several economic situations that have resulted in increased costs to provide the services that fees support, most specifically in the areas of planning, code enforcement, and waste disposal fees.

To develop the recommendations on the fee adjustments, each Department reviewed Appendix A and provided proposed fees that more closely reflect the cost of providing the service today based on a combination of administrative cost (i.e., staff time), and direct cost (e.g., towing company fees, battery disposal vendor fees).

The proposed fees have been reviewed and compared, where possible, to our neighboring communities as well, including Eliot, York, and Portsmouth. This

comparison helps ensure Kittery is not serving as a significant outlier on any common fee-based municipal services.

Additional amendments are being proposed as house-keeping measures for the purpose of consistency in numbering and terminology, and to become consistent with the recodified Title 16, which renumbered and reorganized Title 16 the Land Use and Development code.

The only exception to the above-described process is the proposed adjustments to the Fort Foster non-resident pass fees. The proposed fee adjustments were developed and recommended unanimously by the Parks Commission at their December 14, 2023, meeting.

PROCESS

The Town Code (§1.2.1) specifically allows the Council to adopt fees by resolution rather than ordinance. This means a public hearing is not required. However, the Council is not prohibited from having a public hearing or from stretching the process of review and vote over two or more meetings.

The recommendation is for the Council to review and vote on the proposed adjustments in a two-meeting process. Specifically:

- January 22, 2024: Review and provide any feedback on Appendix A Amendments
- February 12, 2024: Vote on Appendix A Amendments

ATTACHMENTS

- Proposed Appendix A Fee Amendments
- Proposed Kittery Resource Recovery Fee Amendments
- Town Code §1.2.1

Appendix A Fee Schedules

§ A-3 Applicant Service Accounts (ASA).

Pursuant to Town Code Title 3, Chapter **3.3**, applicants requesting appeals, approvals, licenses, or permits, which involve services as listed therein, are required to establish an ASA when the expense threshold is greater than \$250 with the Town Treasurer used to pay other direct costs necessary to complete the application process, not including application fees as shown in this Appendix.

§ A-4 Schedules.

A. ~~Schedule 4. Board of Assessment review appeal.~~ [Charter Based Fees](#)

[CHARTER 7.03 Board of Assessment Review](#)

Board of Assessment appeal review fee	\$ 100 ¹⁵⁰
---------------------------------------	----------------------------------

B. [Code Based Fees](#) ~~Schedule 5. Business licenses.~~

Chapter 5.1 AMUSEMENT DEVICES

1. One to three machines	\$50
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2. Four or more machines (per machine above the first three)	\$50
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Chapter 5.2 SPECIAL AMUSEMENT PERMITS

Special amusement permits	\$20
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Chapter 5.3 FOOD SERVICE ESTABLISHMENTS

1. Victualers, innkeepers and lodging house initial fee	\$50
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2. Renewal fee	\$25
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Chapter 5.5 MASSAGE ESTABLISHMENTS

1. Therapeutic massage establishment	\$50
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2. Therapeutic massager	\$10
------------------------------------	------

Chapter 5.6 MOBILE FOOD-VENDING UNITS

Lunch wagon, mobile unit, or roving diner	\$50
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Chapter 5.8 TAXICABS

1. Taxicab business license	\$100
2. Taxicab vehicle license	\$10
3. Taxicab operator license	\$10
4. Closing out of business sales	\$100

Chapter 5.10 USE OF THE PUBLIC WAY

Initial <u>New</u> permit application	\$25
Renewal permit application	\$10

Chapter 5.11 MARIJUANA BUSINESSES

Marijuana Retail Store - Preapplication fee	\$750
Marijuana Retail Store - License fee	\$6,000
Marijuana Cultivation Facility	
Tier 1	\$750
Tier 2	\$1,500
Tier 3	\$2,000
Tier 4	\$3,000
Marijuana Manufacturing Facility	\$3,000
Marijuana Testing Facility	\$3,000
Medical Marijuana Caregiver Home Establishment	\$100
Transfer of license - other than Marijuana Retail Stores	\$750

Chapter 5.12 SHORT-TERM RENTAL

Owner-occupied (up to 2 licenses)	\$100 annually
Seasonal dwelling	\$100 annually
Non-owner-occupied	\$750 annually

Increased occupancy limit application \$100 one time

~~C. — Schedule 8. Health and Safety.~~

Chapter 8.1 SOLID WASTE COLLECTION and DISPOSAL, Article II. Requirements, Resource Recovery Facility Disposal Fee Schedule.

~~8.2.2.1~~ **8.1.3.2 Resource Recovery**

As shown in Attachment 1.

~~Article III. Deposit Permit~~

Replacement sticker permit \$10, except there will be no charge if the applicant submits sufficient remnants of the old sticker, or proof that the loss was not due to the applicant's negligence.

~~Article IV. Commercial Disposal Service~~ **8.1.5.1 Commercial Haulers**

Hauler license fee

Class	Description	Fee
A.	Any size, any materials, tipping outside, and with no cost to, the Town.	\$200
B.	Household waste and recyclables, large, tipping at the collection facility. For haulers providing service to more than 25 residents or businesses.	\$100
C.	Household waste and recyclables, small, tipping at the collection facility. For haulers providing service to 25 or fewer residents or businesses.	\$50
D.	Landfill, reuse, and recoverable materials. For haulers providing service to residents or businesses delivering to the recovery facility, and paying user fees.	\$50
E.	Solid waste facility combination, large. For haulers providing all disposal services to more than 25 residents or businesses.	\$125
F.	Solid waste facility combination, small. For haulers providing all disposal services to 25 or fewer residents or businesses.	\$75

- G. Business-generated bulk salable paper goods. For baling Free facility direct drop, any size.

Chapter 8.4 BLASTING

Level 1 blasting permit	\$100
Level 2 blasting permit	\$200

~~D. — Schedule 10. Vehicles and traffic.~~

Chapter 10.3 STOPPING, STANDING and PARKING

10.3.11 Towing

Between 7:00 a.m. and 5:00 p.m., Monday through Friday	\$ 100 ⁸⁵
All other times	\$ 125 ¹⁰⁰
Additional charge if "dolly" has to be used	\$ 25 ¹⁵
Maximum charge for any dry run where a vehicle is not towed	\$ 60 ⁴⁰
Motorcycle, extra charge	\$15
First 24 hours of storage (unless towed due to snow removal)	\$0
Charge if vehicle has to be unlocked	\$0
Charge if transmission has to be unlocked from underneath the vehicle	\$0
Additional charge for any unusual circumstances	\$ 40 ¹⁵

~~E. — Schedule 12. Streets, Sidewalks and Public Places.~~

Chapter 12.1 EXCAVATIONS, Excavation Permit Fees (per square yard)

<u>Road Excavation Permit</u>	<u>\$100 Base + Surface Condition Fee</u>
<u>Driveway Permit</u>	<u>\$50 Base + Surface Condition Fee</u>

Surface Condition of Right of Way **First 25 square yards Over 25 square yards**

Asphalt pavement	\$ 20.10	\$ <u>16.8</u>
Portland concrete	\$ 24.12	\$ <u>20.10</u>
Gravel	\$ <u>2.1</u>	\$ <u>1.60</u> 0.80
Lawn grass	\$ <u>6.3</u>	\$ <u>5.50</u> 2.75
Field grass slopes	\$ <u>2.1</u>	\$ <u>1.60</u> 0.80
Unimproved areas	\$ <u>1.0</u> 0.50	\$ <u>0.70</u> 0.35

Chapter 12.4 SEAPOINT AND CRESCENT BEACHES, Beach Fire Permits

Kittery property owner	\$0
Non-Kittery property owner	\$ 15 <u>25</u>

Chapter 12.6 SHELLFISH, Shellfish License Fees

Resident recreational	\$15
Residents 70 and over	Free
Residents under 14 years of age	\$0
Nonresident recreational	\$30
Nonresident 70 and over	\$0
Nonresident under 14 years of age	\$
Single Day License	\$15

Chapter 12.5 FORT FOSTER, Fort Foster Fees

Season Pass	Fee
Resident	\$20
Nonresident	\$ <u>100</u> 75
Senior resident	\$5
Duplicate/Replacement Pass	Fee

Resident	\$5
Nonresident	\$25 15
Senior resident	\$5
Single-Day Pass	Fee \$25
Vehicle with occupants	\$20
Walk/bike	
Adult	\$5
Child	\$1
Buses and Recreational Vehicles	Fee
School/summer camp bus (does not include additional vehicles accompanying bus)	\$75
Tour	\$100
Recreational vehicle (Fees include entrance fee for occupants)	\$50
Small Pavilion Rental	Fee
Up to 35 people (Fee does not include entrance fees or credit/debit card processing fees)	\$100
Large Pavilion Rental	Fee
Up to 50 people	\$200
51 to 100 people (Fees do not include entrance fees or credit/debit card processing fees)	\$300

~~F. Schedule 13. Public Services.~~

Chapter 13.1 SEWER SERVICE SYSTEM

~~Article I. In General~~ 13.1.1 In General

~~Rates and charges:~~ Quarterly Usage and Capital Charge

~~1.~~ First 1,000 cubic feet or fraction thereof \$100

~~2.~~ Per 100 cubic feet in excess of 1,000 feet \$7.46

~~Article III. Building Sewers and Connections~~ **13.1.3 Building Sewers and Connections**

Building sewer permit fees:

~~1.~~ Residential or commercial \$~~35~~ **15**

~~2.~~ Industrial \$~~50~~ **15**

~~Article V.~~ **13.1.5 Private Sewage Disposal**

Private sewage disposal system permit and inspection fee \$~~35~~ **10**

Private sewage treatment facility after-hours labor charge (three-hour minimum labor charge) \$25 per hour

Septic tank contents discharge rate \$0.10 per gallon

Holding tank contents discharge rate \$0.015 per gallon

~~Article VI.~~ **13.1.6 New Sewer Service Connection Fees**

Sewer Impact Fee (per unit charge) \$3,000

Sewer impact fees payable by the property owner must be paid prior to the connection of any sewer line to the municipal sewage collection system; or upon the issuance of any plumbing permit for additional plumbing fixtures; or change in use of any property already connected to the municipal sewage collection system. (See § **13.1.6.5.**)

Special Sewer Entrance Connection Fee \$3,000

This fee is established on a per-dwelling-unit basis for residences and on a per-unit-of-occupancy basis for nonresidential structures for each new entrance connection to a system main. (See § **13.1.6.6.**)

Chapter 13.3 PUBLIC SAFETY IMPACT FEE

Public safety impact fee \$~~56~~/\$1,000

~~G. — Schedule 16. Land Use and Development Fees.~~

Chapter 16 Land Use and Development Code.5 BUILDING/REGULATED ACTIVITY PERMITS

16.5.3 Application.

16.5.3.3 Fee. 16.2 Administration and Enforcement

Building/Regulated Activity	Fee
Per application	\$25 base fee plus \$12/\$1,000 of value of work
Commercial/industrial and larger than two-family dwellings	\$100 base fee plus \$15/\$1,000 value of work
Reinspection for a failed inspection	\$75 50
Structure demolition	\$35 20
Stop work order removal	\$125
Building permit amendments (Value of Change)*	\$12 or \$15/\$1,000
After the fact building permits	Double fee
<u>Electrical & Solar Energy</u>	<u>\$25 base fee plus \$12/\$1,000 of value of work</u>

For maintenance activities to existing residential property including, but not limited to, repairs to roof, siding, painting, chimney, etc., the Town will waive the \$12/\$1,000 fee up to the first \$10,000 of the cost of the project. An application is required to be filed for work under the waiver at the \$25 application fee.

*Note: does not apply on maintenance projects and/or permits remaining under an initial \$10,000 value of work.

EXAMPLES:

Building/regulated activity permit fee for a new ~~\$148,000~~ 400,000 house:

Base application fee: \$25 plus (~~\$148~~ 400,000/\$1,000) x \$12 = ~~\$4,825~~ 1,801

Total building/regulated activity permit fee: ~~\$4,825~~ 1,801

Maintenance Permit Example #1: Roofing repairs = \$15,000.

Base application fee = \$25 plus (\$15,000 - \$10,000) \$5,000 cost or 5 x 12 = \$60 for a

total cost of \$85.

Maintenance Permit Example #2: Chimney repairs = \$10,750.

Base application fee = \$25 only and fee is pro-rated on \$750 (\$9) for a total of \$34 (fee is pro-rated on any \$1,000 over the waiver amount).

Note 1: The value of work is based on the fair market value of the improvements as determined by the Code Enforcement Officer. Any work costing over a \$10,000 is pro-rated to the even \$100 of cost for permitting purposes.

Note 2: Building/regulated activity permit fees do not include fees for the following:

- Internal plumbing inspection (per fixture fee)
- External plumbing inspection (per septic system fee)
- ~~Town electrical inspection (\$25 per inspection)~~
- State electrical inspection ~~(per fixture fee)~~
- Sewer impact fees ~~(\$2,000 per unit)~~
- Public safety impact fee
- ~~Development exaction fee~~

16.5.8 Plumbing and Septic System Permit Fees.

16.5.8.2 Plumbing Permit Fees.

Administrative fee for all permits:	\$25 plus
Minimum fixture fee	\$40
Fixture fee	\$10 per fixture
<u>Plumbing ≤ 4 fixtures</u>	<u>\$65</u>
<u>Plumbint ≥ 5 fixtures</u>	<u>\$15 per fixture</u>
<u>Propane/Natural Gas</u>	<u>\$30</u>
Reinspection fee	\$35 <u>20</u>

New water distribution and/or drainage pipes installation or relocation, but no fixtures installed	\$24
--	------

Hook-up fee for connection of a mobile home which bears the Housing and Urban Development (HUD) seal or a modular home which bears the Manufactured Housing Board seal to a building sewer	\$24
--	------

Hook-up fee for connection to a public sewer when piping is installed beyond the jurisdiction of the sanitary district	\$24
--	------

Permit transfer fee	\$10
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16.5.8.3 Subsurface Wastewater Disposal System Fees.

State surcharge	\$15 Determined by the State of Maine
-----------------	--

Complete systems:

Administrative fee for all permits	\$50 plus 60 plus System Type fee
------------------------------------	--

System Type

Engineered system	\$200
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Non-engineered system	\$250
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Primitive system (includes one alternative toilet)	\$100
--	-------

Separate grey waste disposal field	\$35
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Seasonal conversion permit	\$50
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First time system variance	\$20
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System components (installed separately):

Alternative toilet (only)	\$50
---------------------------	------

Disposal field (engineered system)	\$150
------------------------------------	-------

Disposal field (non-engineered system only)	\$150
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Treatment tank (non-engineered system)	\$150
--	-------

Treatment tank (engineered system)	\$80
Holding tank	\$100
Other components (complete pump station, piping, other)	\$30
Sprinkler system permit fee (moved from another section)	\$100

~~Chapter 16.6 MUNICIPAL ACTION~~ DECISION APPEAL, VARIANCE AND OTHER REQUESTS

~~16.6.5.13 Fees.~~

Board of Appeals Application Fees	
Administrative Decision Appeal Request	\$ 75 50
Variance Request	\$ 150 100
Miscellaneous Variation Request	\$ 150 100
Special Exception Use Request	\$ 200 150

~~Chapter 16.8 DESIGN and PERFORMANCE STANDARDS -- BUILT ENVIRONMENT~~

~~Article X. Signs, 16.8.10.11 Sign Permit Application Procedures.~~

16.5 General Performance Standards

Sign permit fee per sign	\$ 125 100
Replacement decals	\$25
Temporary sign	\$25
Annual permit fee, signboards and/or products, Kittery Foreside	\$25 for the full year or portion thereof

~~Article XIX. Sprinkler Systems, 16.8.19.4 Fees and Fines.~~

Sprinkler system permit fee (moved to a different section)	\$100
---	------------------

~~Chapter 16.9 DESIGN and PERFORMANCE STANDARDS -- NATURAL ENVIRONMENT~~

~~Article III. Conservation of Wetlands Including Vernal Pools, 16.9.3.6~~

Procedures for the Wetlands Alteration Application.

For altered or filled wetland area	\$10 per square foot
------------------------------------	----------------------

Article VI. Overboard Discharge Systems, 16.9.6.3.1 Application for Permit — Fee.

Application fee	\$100
Issuance fee	\$50

Article VIII. Floodplain Management, 16.9.8.6 Application Fee and Expert's Fee.

Flood hazard development permit application fee valuation of the development	\$1 per \$1,000
--	-----------------

**~~16.10.5.1.7 Submission Contents Complete. Planning Board Application Fees~~
16.7 General Development Requirements**

Subdivision plans:

Subdivision Sketch Plan Review	\$200
<u>Preliminary (Major)</u> Subdivision Plan Review	\$1,000 500 plus \$50/lot or dwelling unit
<u>Final Subdivision Plan Review</u>	<u>\$500 plus \$50/lot or dwelling unit</u>
Modification to an approved subdivision plan	\$500 300 flat fee

Site Plans:

Site Sketch Plan Review	\$200
<u>Preliminary (Major)</u> Site Plan Review	\$ 750 300 plus the greater of: \$50/use or unit; \$5/100 square feet of gross floor area; \$0.50/linear foot of dock, slip and float; or \$20/unit intended to provide overnight

sleeping
accommodations

Preliminary (Minor) Site Plan Review

\$300 plus the greater of: \$50/use or unit; \$5/100 square feet of gross floor area; \$0.50/linear foot of additional dock, slip and float; or \$20/unit intended to provide overnight sleeping accommodations

Final Site Plan Review

\$500 flat fee

Major Modification to an approved site plan

~~\$750~~ ~~300~~ plus the greater of:
\$50/additional use or unit; \$5/additional 100 square feet of gross floor area; \$0.50/linear foot of additional dock, slip and float; or \$20/additional unit intended to provide overnight sleeping accommodations

Minor modification to an approved site plan

~~\$300~~ ~~100~~

Any plan located in the Shoreland Overlay Zone:

Shoreland Overlay Zone plan review

~~\$500~~ ~~200~~

Shoreland Vegetation Removal

\$200

Other Applications:

Private right-of-way plan review

~~\$500~~ ~~300~~

New commercial or business use change

~~\$125~~ ~~100~~

Wireless communication services facility plan review

\$1,500

Wireless communication services facility co-location plan review

\$1,000

Accessory dwelling unit plan review	\$100
Zone or Code text change	\$500 300
Zoning Verification Letter	\$150

Note 1: Where an application fits more than one category, the higher application fee applies.

Note 2: For the purposes of this fee schedule, the term "gross floor area" means the total area of a building measured by taking the outside dimensions of the building(s) at each floor level intended for occupancy or storage. "Docks" are measured beginning from the mean low-water mark.

Chapter 16.12.3 AFFORDABLE HOUSING

1. Fee in lieu, per affordable housing unit required	\$100,000
--	-----------

Attachments:

[Attachment 1 - Resource Recovery](#)

FEE SCHEDULES

A Attachment 1

Town of Kittery

ATTACHMENT 1 - RESOURCE RECOVERY FACILITY DISPOSAL FEE SCHEDULE

Item Classification Description	Fee	Unit
White goods		
Refrigerator, Freezer, Air Conditioner, Dehumidifier	\$20 15	Each
Air Conditioner	\$15.00	Each
De-Humidifier	\$15.00	Each
Stoves, Microwaves, Washers, Dryers, Dishwashers, Hot Water Tanks, Furnaces	\$10 5	Each
Washers & Dryers	\$5.00	Each
Dishwashers	\$5.00	Each
Hot Water Tanks & Furnaces	\$5.00	Each
Tires		
Motorcycle, bicycle, others smaller than automobile without rim	\$5 1	Each
Motorcycle, bicycle, others smaller than automobile without rim	\$1.00	Each
Car/Pickup Tires 16 1/2" or less	\$3.00	Each
Car/Pickup Tires > 17" or less	\$4.00	Each
Car/Pickup Tires on rims	\$6.00	Each
Construction/Heavy Truck	\$60 25	Each
Heavy Equip/Tractor Tires	\$110 60	Each
Non-recoverable landfill, Rubbish		
Bags w/Household Trash & Recyclables	\$10.00	Each
Small Trailer/Pickup (4'x6')	\$50 45	Total
Small Trailer/Pickup (4'x6') Mounded	\$65	Total
Full Size Trailer/Pickup (5'x8')	\$65 60	Total
Full Size Trailer/Pickup (5'x8') Mounded	\$80	Total
Shingles, One Square (3 Bundles, Covers 10x10)	\$15 10	Each
Ashes up to exceed 10 gallons	\$3 2	Total
Non-recoverable landfill, wood		
Brush/Branches/clean wood to be chipped/burned	\$15 10	CY
Christmas Trees	\$1	Each
Non-recoverable landfill, Furnishings		
Mattress, Box Spring Sofa	\$25 10	Each
Sofa	\$10.00	Each
Sleeper/Sectional	\$20 15	Each
Stuffed Chair, Bureau, Table	\$10 5	Each
Recliner	\$10	Each
Wooden Chair	\$2 0.5	Each
Bureau	\$5.00	Each
Table	\$1.00	Each
Headboard/Footboard	\$2 1	Each
Carpet (4x6)	\$8 5	Each
Carpet (6x8)	\$10 8	Each
Carpet (8x10)	\$15 10	Each
Recoverable materials		
Mixture of Ferrous metals: Aluminum, Steel, Stainless; Non-Ferrous Metals: Copper, Brass and/or Gravel/Bricks/Blocks free of rubbish	\$15 10	CY
Less than 1/2 cubic yard, min. charge	\$5.00	Total
1/2 cubic yards - 3 cubic yards	\$10.00	Total
3+ cubic yards - 6 cubic yards	\$10.00	Total
Batteries		
Nickel, Lead Acid, Lithium, Vehicle Batteries	\$3 1	Each
Lead Acid	\$1.00	Each
Lithium	\$1.00	Each
Motor vehicle batteries	\$1.00	Each

Item Classification Description	Fee	Unit
Paints		
Gallon container (Paint Care Products Only) *max of 5 cans of paint per day allowed	No Charge	
Aerosol Paint Cans	\$3 1	Each
Motor oil & antifreeze		
One gallon	\$2 1	Gal
< one gallon	\$1.00	Gal
Waste oil (5 GAL MAXIMUM) / Gallon	\$1.00	Gal
Propane tanks		
20# (gas grill size)	\$2.00	Each
1lb thru 20lbs	\$4	Each
30lbs thru 60lbs	\$10	Each
60lbs thru 100lbs	\$25	Each
Universal & electronic waste		
Monitors	\$5.00	Each
CPU'S (Desktops & Towers), Laptops, Household Electronics	\$2.00	Each
Laptops & Notebooks	\$2.00	Each
Copiers, Printers, Scanners & Fax Machines	\$5.00	Each
Floor Models (of above)	\$25.00	Each
Keyboard, Mouse (each), Computer Speakers (pair)	\$1.00	Each
TVS - Up to 24"	\$10.00	Each
TV - 25" & Larger	\$15.00	Each
TV - Consoles & Cabinets	\$25.00	Each
CD & DVD Players	\$2.00	Each
VCR's & Tape Decks	\$2.00	Each
Amplifiers & Pre-Amps	\$2.00	Each
Receivers & Tuners	\$2.00	Each
TV Tuners & Cable Boxes	\$2.00	Each
Corded & Cordless Phones	\$2.00	Each
Satellite Receivers & Dishes	\$2.00	Each
Cabinet Speakers	\$2.00	Each
Turntables & Combo Units	\$2.00	Each
Boom Boxes/Portable Radios	\$2.00	Each
Other not listed	\$2.00	Each
Fluorescent lamps		
< 4' straight lamps	\$1.00	Each
4' straight lamps	\$1.00	Each
8' straight lamps	\$1.00	Each
Straight Lamps, U-Tubes, Compact, Circlines	\$2 1	Each
HHD, HPS, LPS, Merc Vapor	\$2 1.5	Each
Broken lamps	\$3 2	Each
Shatter shield cover guard	\$2 1.5	Each
Ballasts		
PCB ballast	\$3.00	Each
Non-PCB ballast	\$3 1	Each

§ 1.2.1. Fee schedule.¹

Whenever any fee is established for municipal permitting, licensing, services, application, appeal, or the like, in the title addressing such, a corresponding fee schedule must be established by resolution of the Town Council and included in Appendix A, Fee Schedule, of this Code.

1. Editor's Note: Amended at time of adoption of Code (see Ch. 1.1, Code Adoption). This section, originally § 1.3.4 of the Code, was moved to this Chapter 1.2 at time of adoption of Code, replacing former § 1.1.1, How Code designated and cited.