



TOWN OF KITTERY

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

Workshop - Wood Island Council Chambers – 5:30p.m.

Amended Agenda

January 27, 2020

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

Council Chambers

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call
5. Agenda Amendment and Adoption
6. Town Manager's Report
7. Acceptance of Previous Minutes –
8. Interviews for 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
 - a. (010220-1) The Kittery Town Council moves to hold a public on Title 2 – Various.
 - b. (010220-2) The Kittery Town Council moves to hold a public hearing on a New Liquor License application for Sunrise Grill 182 State Road, Kittery Maine.
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 –

(010220-3) The Kittery Town Council moves to approve the Council Minutes from April 22, 2019 as amended.

13. NEW BUSINESS -

a. Donations/gifts received for Council disposition.

(010220-4) The Kittery Town Council moves to accept a donation from York Hospital in the amount of \$10,000.00 to be deposited into the York Hospital Account.

b. (010220-5) The Kittery Town Council moves to approve the disbursement warrants.

c. (010220-6) The Kittery Town Council moves to approve a renewal Liquor License application from Hampton Inn and Suites Kittery, 275 Route 1 Kittery.

d. (010220-7) The Kittery Town Council moves to approve a toll road at the Resource Recovery Facility on February 1 for the Kittery Cub Scout Pack 316.

14. COUNCILOR ISSUES OR COMMENTS

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson

b. Committee Reports

16. EXECUTIVE SESSION –

The Kittery Town Council moves to go into Executive Session under 1 M.R.S. §405(6)(D) Labor Negotiations in preparation for contract negotiations with Teamsters Local #340.

17. ADJOURNMENT

Posted: January 23, 2020



TOWN OF KITTERY

Office of the Town Manager

200 Rogers Road, Kittery, ME 03904

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

kamaral@kitteryme.org

Town Manager's Report to the Town Council January 27, 2020

- 1. National Endowment for the Humanities Grant** – We are very pleased to have been awarded a \$500,000 grant from the National Endowment for the Humanities for the Library renovation and expansion project. The grant was developed in large part by volunteer Dianne Fallon, with assistance from Lee and other staff. The award represents the largest NEH award in Maine this round.

The grant has a 1:3 match requirement, or \$1.5M in matching funds. Our application indicated we would pursue \$500,000 of the match in private fundraising, and the remaining will be matched by the voter approved bond.

As discussed with the bond referendum, these funds and any others raised through grants and donations will be used to enhance and expand upon components of the project such as furniture, fixtures, technology and landscaping.

- 2. Recycling and Waste** – Councilor Thomson requested information about the Town's recycling and waste programs and the impact the depressed market for recyclable materials has had on Kittery's program. The Town has continued to require recycling through the market shifts. We have adjusted which materials we separate based on market forces. Attached is a summary of the materials disposed of and recycled in FY2019 and the cost/revenue resulting for each type of material.
- 3. Financial Report** – Please see attached FY20 Quarter 2 report.

Upcoming Dates:

- Absentee Ballot Applications Available Now – Town Clerk's Office
- Dog License Renewals Deadline – January 31, Town Clerk's Office
- Family Valentine's Day Dance – February 8, 6PM, Kittery Community Center
- Voter Registration Night – February 26, 6PM, Town Clerk's Office
- Presidential Primary & Special Referendum Election – March 3, 8AM – 8PM, Kittery Community Center

Respectfully Submitted,

Kendra Amaral
Town Manager

WASTE and RECYCLING**Kittery Resource Recovery Facility****July 1, 2018 to June 30, 2019**

| | Total Tons Disposed | % of Waste | Total Income/ (Expense) | Price per ton |
|--------------------------|--------------------------------|-------------------|------------------------------------|--------------------------|
| <i>Household Waste</i> | 1818 | 58% | (\$144,703) | (\$79.59) |
| <i>Demolition Debris</i> | 591 | 19% | (\$62,692) | (\$106.08) |
| Cardboard OCC | 342 | 11% | \$22,269 | \$65.11 |
| Mixed Paper MP | 275 | 9% | (\$9,848) | (\$35.81) |
| Newspaper ONP | 38 | 1% | \$712 | \$18.74 |
| Plastics ¹ | 41 | 1% | \$10,921 | \$266.37 |
| Tin Cans | 20 | 1% | \$2,643 | \$132.15 |
| Aluminum Cans UBC | 0 | 0% | \$0 | |
| Recycled Clothing | | | \$838 | |
| TOTAL | 3,125 | | (\$179,860) | |
| | | | | |
| Clynk ² | | | \$12,697 | |

Notes:

1. Amount is an average of all types of plastics collected and sold. Prices vary significantly depending on the type of plastic.
2. Clynk funds are allocated to scholarships.



TOWN OF KITTERY

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REPORT TO COUNCIL

Meeting Date: January 27, 2020
From: Kendra Amaral, Town Manager
Subject: Fiscal Year 2020 Financial Update – Quarter 2
Councilor Sponsor: N/A

This is to provide the Council with an update on the Fiscal Year 2020 (FY20) finances at the close of Quarter 2 (Q2) of the fiscal year.

Revenue

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

Code Enforcement fees are currently at 71% of projected revenue half-way through the fiscal year. Revenue from permit fees is approximately \$198,528 in Q2. These funds represent a combination of permits for smaller home repairs/renovations and larger projects beginning construction.

The Kittery Police Department has made tremendous strides in parking enforcement as evident by the \$27,500 collected in parking fines YTD. This line has already exceeded the annual revenue projection for FY20.

Investment interest is also performing well, tracking at 106% of the annual revenue projection for FY20, approximately \$42,488. The Town adjusted its investment policies in late 2018. The policy retained a fairly conservative posture; however, the changes did make additional options available for investing. These new options are generating greater levels of interest revenue.

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

Expenditures

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

We are currently projecting ending the fiscal year at approximately 1% below budget. There are a few departments that will likely end the year over budget, offset by the overlay, and other departments'

projected surpluses.

Planning is continuing to project an overage of approximately \$15,000. The Project Planner remains the major factor as it was not an expense planned for in the development of the FY20 budget. Savings from the vacant Planner position are offsetting the cost. The Project Planner has been vital to the department, and is providing Planner support while the Planner position is vacant.

The Police Department is projecting an overage of approximately \$50,000 as we close out Q2. Three members of the department are currently injured or on long-term leave. We also have a vacancy due to a member accepting a law enforcement job in MA. The vacancy partially offsets the resulting overtime, while the injuries generate unfilled shifts not offset by regular salary savings. Overall, the department is woefully understaffed and Officers are being required to cover multiple unfilled shifts each week. This pace of overtime can lead to exhaustion and injury. We are working to fill the vacancy, and are planning to propose additional police staffing in the FY21 budget.

DPW is projected to have an overage of \$45,000 at this time. As in prior years, this includes approximately \$300,000 in projected costs for snow and ice operations. The snow and ice costs will be adjusted as we progress through the winter season.

Sewer

Overall, Sewer is still expected to come in approximately \$30,000 over budget. There have been higher than anticipated maintenance costs for the plant, as the new Superintendent is working to modernize the operation and replace faulty equipment.

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

Attachments

Report through Q2:

- General Fund
- Sewer Fund
- Other Funds

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 TOWN OF KITTEERY - LIVE
 YTD DECEMBER 2019

 P 1
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FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101110 ADMINISTRATION | | | | | | | |
| 101110 64011 MANAGER SALARY | 100,703 | 0 | 100,703 | 49,299.13 | .00 | 51,403.87 | 49.0% |
| 101110 64014 TOWN CLERK SALARY | 65,000 | 0 | 65,000 | 37,537.02 | .00 | 27,462.98 | 57.7% |
| 101110 64017 CLERKS SALARIES | 322,314 | 0 | 322,314 | 145,366.49 | .00 | 176,947.51 | 45.1% |
| 101110 64018 HUMAN RESOURCES MA | 55,860 | 0 | 55,860 | 28,495.25 | .00 | 27,364.75 | 51.0% |
| 101110 64026 FINANCE DIRECTOR S | 98,386 | 0 | 98,386 | 31,269.61 | .00 | 67,116.39 | 31.8% |
| 101110 64027 CUSTODIAN WAGES | 13,775 | 0 | 13,775 | 4,849.14 | .00 | 8,925.86 | 35.2% |
| 101110 64030 OVERTIME | 2,000 | 0 | 2,000 | 941.41 | .00 | 1,058.59 | 47.1% |
| 101110 64031 SALARY & POSITION | 50,000 | 0 | 50,000 | .00 | .00 | 50,000.00 | .0% |
| 101110 65010 POSTAGE | 13,000 | 0 | 13,000 | 6,006.00 | .00 | 6,994.00 | 46.2% |
| 101110 65020 TELEPHONE & INTERN | 9,000 | 0 | 9,000 | 3,957.98 | .00 | 5,042.02 | 44.0% |
| 101110 65030 TRANSPORTATION | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| 101110 65040 EDUCATIONAL/MEETIN | 5,000 | 0 | 5,000 | 1,256.94 | .00 | 3,743.06 | 25.1% |
| 101110 65060 PRINTING | 5,000 | 0 | 5,000 | 1,436.95 | .00 | 3,563.05 | 28.7% |
| 101110 65080 LEGAL NOTICES/OTHE | 3,000 | 0 | 3,000 | 607.69 | .00 | 2,392.31 | 20.3% |
| 101110 65200 ELECTRICITY | 15,000 | 0 | 15,000 | 4,738.69 | .00 | 10,261.31 | 31.6% |
| 101110 65220 WATER | 350 | 0 | 350 | 79.35 | .00 | 270.65 | 22.7% |
| 101110 65230 FUEL OIL | 4,200 | 0 | 4,200 | 1,245.60 | .00 | 2,954.40 | 29.7% |
| 101110 65240 DUMPSTERS | 600 | 0 | 600 | 257.95 | .00 | 342.05 | 43.0% |
| 101110 65250 SEWER | 240 | 0 | 240 | 149.52 | .00 | 90.48 | 62.3% |
| 101110 65300 MACHINE & EQUIPMEN | 32,000 | 0 | 32,000 | 31,908.12 | .00 | 91.88 | 99.7% |
| 101110 65400 LEGAL SERVICES | 60,000 | 0 | 60,000 | 18,201.77 | .00 | 41,798.23 | 30.3% |
| 101110 65410 COMPUTER SERVICES | 45,000 | 0 | 45,000 | 20,993.46 | .00 | 24,006.54 | 46.7% |
| 101110 65415 WEB PAGE | 3,500 | 0 | 3,500 | 400.00 | .00 | 3,100.00 | 11.4% |
| 101110 65430 AUDIT SERVICES | 16,500 | 0 | 16,500 | 13,350.00 | .00 | 3,150.00 | 80.9% |
| 101110 65480 OTHER PROFESSIONAL | 30,000 | 0 | 30,000 | 6,765.09 | .00 | 23,234.91 | 22.6% |
| 101110 65500 MAINTENANCE OF BLD | 16,500 | 0 | 16,500 | 5,247.82 | .00 | 11,252.18 | 31.8% |
| 101110 66010 OFFICE SUPPLIES | 8,000 | 0 | 8,000 | 5,728.81 | .00 | 2,271.19 | 71.6% |
| 101110 66020 BOOKS/SUBSCRIPTION | 1,000 | 0 | 1,000 | 849.48 | .00 | 150.52 | 84.9% |
| 101110 66025 MAINE MUNICIPAL AS | 12,700 | 0 | 12,700 | 90.00 | .00 | 12,610.00 | .7% |
| 101110 66035 ABSTRACTS & LIENS | 9,500 | 0 | 9,500 | 2,688.00 | .00 | 6,812.00 | 28.3% |
| 101110 66040 JANITORIAL SUPPLIE | 1,000 | 0 | 1,000 | 355.14 | .00 | 644.86 | 35.5% |
| 101110 67510 OFFICE FURNITURE & | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| TOTAL ADMINISTRATION | 1,002,128 | 0 | 1,002,128 | 424,072.41 | .00 | 578,055.59 | 42.3% |
| 101115 TOWN COUNCIL | | | | | | | |
| 101115 64001 COUNCIL STIPEND | 4,000 | 0 | 4,000 | .00 | .00 | 4,000.00 | .0% |

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TOWN OF KITTEERY - LIVE
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P 2
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FOR 2020 06

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|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101115 65480 OTHER PROF SERV/CO | 3,000 | 0 | 3,000 | 141.38 | .00 | 2,858.62 | 4.7% |
| 101115 66037 COUNCIL EXPENSES | 350 | 0 | 350 | .00 | .00 | 350.00 | .0% |
| TOTAL TOWN COUNCIL | 7,350 | 0 | 7,350 | 141.38 | .00 | 7,208.62 | 1.9% |
| <hr/> 101130 ELECTIONS | | | | | | | |
| 101130 64020 PART TIME SALARIES | 2,500 | 0 | 2,500 | 1,155.90 | .00 | 1,344.10 | 46.2% |
| 101130 65000 ELECTIONS EXPENSES | 0 | 0 | 0 | 41.54 | .00 | -41.54 | 100.0%* |
| 101130 65010 POSTAGE | 600 | 0 | 600 | 179.63 | .00 | 420.37 | 29.9% |
| 101130 65060 PRINTING | 4,500 | 0 | 4,500 | 3,100.31 | .00 | 1,399.69 | 68.9% |
| 101130 65480 OTHER PROFESSIONAL | 4,050 | 0 | 4,050 | 370.00 | .00 | 3,680.00 | 9.1% |
| 101130 66010 OFFICE SUPPLIES | 150 | 0 | 150 | 70.52 | .00 | 79.48 | 47.0% |
| 101130 67510 OFFICE FURNITURE & | 0 | 2,100 | 2,100 | 3,334.75 | .00 | -1,234.75 | 158.8%* |
| TOTAL ELECTIONS | 11,800 | 2,100 | 13,900 | 8,252.65 | .00 | 5,647.35 | 59.4% |
| <hr/> 101150 COUNTY TAX | | | | | | | |
| 101150 65480 OTHER PROF SERVICE | 893,000 | 0 | 893,000 | 894,782.35 | .00 | -1,782.35 | 100.2%* |
| TOTAL COUNTY TAX | 893,000 | 0 | 893,000 | 894,782.35 | .00 | -1,782.35 | 100.2% |
| <hr/> 101155 TAX INCREMENT FINANCING | | | | | | | |
| 101155 65000 TIF FINANCING PLAN | 236,000 | 0 | 236,000 | .00 | .00 | 236,000.00 | .0% |
| TOTAL TAX INCREMENT FINANCING | 236,000 | 0 | 236,000 | .00 | .00 | 236,000.00 | .0% |
| <hr/> 101230 DEBT & INTEREST | | | | | | | |
| 101230 68057 RUSTLEWOOD FARM - | 6,292 | 0 | 6,292 | 6,291.85 | .00 | .15 | 100.0% |
| 101230 68065 2006 FIRE STATION | 115,000 | 0 | 115,000 | 115,000.00 | .00 | .00 | 100.0% |
| 101230 68066 2010 PW SALT SHED | 35,000 | 0 | 35,000 | 35,000.00 | .00 | .00 | 100.0% |
| 101230 68067 2012 KCC BOND PRIN | 275,000 | 0 | 275,000 | 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% |

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TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 3
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FOR 2020 06

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|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101230 68069 KLT BRAVE BOAT HEA | 11,592 | 0 | 11,592 | 11,592.04 | .00 | -.04 | 100.0%* |
| 101230 68257 RUSTLEWOOD FARM IN | 4,023 | 0 | 4,023 | 2,037.22 | .00 | 1,985.78 | 50.6% |
| 101230 68265 2006 FIRE STATION | 17,400 | 0 | 17,400 | 9,275.00 | .00 | 8,125.00 | 53.3% |
| 101230 68268 2015 CIP BONDS INT | 29,250 | 0 | 29,250 | 15,750.00 | .00 | 13,500.00 | 53.8% |
| 101230 68269 KLT BRAVE BOAT HEA | 6,498 | 0 | 6,498 | 3,283.59 | .00 | 3,214.41 | 50.5% |
| 101230 68295 PWD BLDG/SALT SHED | 14,400 | 0 | 14,400 | 7,330.50 | .00 | 7,069.50 | 50.9% |
| 101230 68297 2012 KCC BOND INT | 88,275 | 0 | 88,275 | 88,275.00 | .00 | .00 | 100.0% |
| TOTAL DEBT & INTEREST | 827,730 | 0 | 827,730 | 793,835.20 | .00 | 33,894.80 | 95.9% |
| 101310 POLICE | | | | | | | |
| 101310 64002 POLICE CHIEF FT S | 97,138 | 0 | 97,138 | 46,700.80 | .00 | 50,437.20 | 48.1% |
| 101310 64012 SERGEANTS SALARIES | 318,214 | 0 | 318,214 | 154,430.36 | .00 | 163,783.64 | 48.5% |
| 101310 64013 SCHOOL RESOURCE OF | 67,349 | 0 | 67,349 | 9,712.80 | .00 | 57,636.20 | 14.4% |
| 101310 64014 DETECTIVES SALARIE | 137,841 | 0 | 137,841 | 66,274.98 | .00 | 71,566.02 | 48.1% |
| 101310 64015 PATROLMEN SALARIES | 699,475 | 0 | 699,475 | 294,840.71 | .00 | 404,634.29 | 42.2% |
| 101310 64016 DISPATCHER SALARIE | 337,892 | 0 | 337,892 | 142,468.59 | .00 | 195,423.41 | 42.2% |
| 101310 64017 ADMINISTRATIVE ASS | 47,935 | 0 | 47,935 | 32,451.30 | .00 | 15,483.70 | 67.7% |
| 101310 64022 ANIMAL CONTROL OFF | 61,693 | 0 | 61,693 | 25,175.18 | .00 | 36,517.82 | 40.8% |
| 101310 64023 LIEUTENANT SALARY | 77,498 | 0 | 77,498 | 69,641.20 | .00 | 7,856.80 | 89.9% |
| 101310 64024 NIGHT DIFFERENTIAL | 17,500 | 0 | 17,500 | 7,312.94 | .00 | 10,187.06 | 41.8% |
| 101310 64027 CUSTODIAN WAGES | 14,830 | 0 | 14,830 | 6,358.46 | .00 | 8,471.54 | 42.9% |
| 101310 64030 OVERTIME | 175,000 | 0 | 175,000 | 134,770.66 | .00 | 40,229.34 | 77.0% |
| 101310 64033 SICK TIME BUY BACK | 1,340 | 0 | 1,340 | .00 | .00 | 1,340.00 | .0% |
| 101310 64034 PHYSICAL FITNESS S | 4,900 | 0 | 4,900 | .00 | .00 | 4,900.00 | .0% |
| 101310 65010 POSTAGE | 530 | 0 | 530 | 167.37 | .00 | 362.63 | 31.6% |
| 101310 65020 TELEPHONE & INTERN | 22,000 | 0 | 22,000 | 9,656.82 | .00 | 12,343.18 | 43.9% |
| 101310 65030 TRANSPORTATION | 2,000 | 0 | 2,000 | 1,400.00 | .00 | 600.00 | 70.0% |
| 101310 65040 EDUCATIONAL/MEETIN | 22,000 | 0 | 22,000 | 12,861.99 | .00 | 9,138.01 | 58.5% |
| 101310 65060 PRINTING | 1,000 | 0 | 1,000 | 846.43 | .00 | 153.57 | 84.6% |
| 101310 65080 LEGAL NOTICES/OTHE | 700 | 0 | 700 | 253.52 | .00 | 446.48 | 36.2% |
| 101310 65200 ELECTRICITY | 15,000 | 0 | 15,000 | 6,318.23 | .00 | 8,681.77 | 42.1% |
| 101310 65220 WATER | 545 | 0 | 545 | 105.80 | .00 | 439.20 | 19.4% |
| 101310 65230 FUEL OIL | 5,400 | 0 | 5,400 | 1,942.76 | .00 | 3,457.24 | 36.0% |
| 101310 65240 DUMPSTERS | 750 | 0 | 750 | 464.33 | .00 | 285.67 | 61.9% |
| 101310 65250 SEWER | 300 | 0 | 300 | 199.36 | .00 | 100.64 | 66.5% |
| 101310 65300 MACHINE & EQUIPMEN | 68,100 | 0 | 68,100 | 46,699.98 | .00 | 21,400.02 | 68.6% |
| 101310 65310 VEHICLE MAINTENANC | 31,000 | 0 | 31,000 | 12,099.96 | .00 | 18,900.04 | 39.0% |
| 101310 65311 GAS, GREASE, & OIL | 40,000 | 0 | 40,000 | 15,209.09 | .00 | 24,790.91 | 38.0% |
| 101310 65470 DOG EXPENSE | 750 | 0 | 750 | .00 | .00 | 750.00 | .0% |
| 101310 65480 OTHER PROFESSIONAL | 3,000 | 0 | 3,000 | 1,722.10 | .00 | 1,277.90 | 57.4% |

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P 4
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| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 101310 65500 MAINTENANCE OF BLD | 5,000 | 0 | 5,000 | 412.74 | .00 | 4,587.26 | 8.3% |
| 101310 65521 UNIFORMS | 19,000 | 0 | 19,000 | 12,302.61 | .00 | 6,697.39 | 64.8% |
| 101310 66010 OFFICE SUPPLIES | 4,000 | 0 | 4,000 | 1,073.66 | .00 | 2,926.34 | 26.8% |
| 101310 66020 BOOKS/SUBSCRIPTION | 4,000 | 0 | 4,000 | 1,997.75 | .00 | 2,002.25 | 49.9% |
| 101310 66030 OTHER SUPPLIES | 3,200 | 0 | 3,200 | 2,551.27 | .00 | 648.73 | 79.7% |
| 101310 66032 ARMORY SUPPLIES | 12,500 | 0 | 12,500 | 4,766.21 | .00 | 7,733.79 | 38.1% |
| 101310 66040 JANITORIAL SUPPLIE | 1,700 | 0 | 1,700 | 535.56 | .00 | 1,164.44 | 31.5% |
| 101310 67510 OFFICE FURNITURE & | 1,000 | 0 | 1,000 | 194.99 | .00 | 805.01 | 19.5% |
| 101310 67517 BULLET PROOF VESTS | 6,200 | 0 | 6,200 | 530.00 | .00 | 5,670.00 | 8.5% |
| TOTAL POLICE | 2,328,280 | 0 | 2,328,280 | 1,124,450.51 | .00 | 1,203,829.49 | 48.3% |
| 101320 FIRE | | | | | | | |
| 101320 64003 FIRE CHIEF SALARY | 89,469 | 0 | 89,469 | 43,329.25 | .00 | 46,139.75 | 48.4% |
| 101320 64020 PART TIME SALARIES | 120,925 | 0 | 120,925 | 56,832.10 | .00 | 64,092.90 | 47.0% |
| 101320 64043 ON-CALL FIREFIGHTER | 16,320 | 0 | 16,320 | 13,090.00 | .00 | 3,230.00 | 80.2% |
| 101320 64095 ACCIDENT & HEALTH | 2,072 | 0 | 2,072 | 2,072.00 | .00 | .00 | 100.0% |
| 101320 65010 POSTAGE | 0 | 0 | 0 | 36.20 | .00 | -36.20 | 100.0%* |
| 101320 65020 TELEPHONE & INTERN | 8,160 | 0 | 8,160 | 3,684.61 | .00 | 4,475.39 | 45.2% |
| 101320 65040 EDUCATIONAL/MEETIN | 2,085 | 0 | 2,085 | 804.07 | .00 | 1,280.93 | 38.6% |
| 101320 65045 TRAINING | 4,650 | 0 | 4,650 | 1,595.00 | .00 | 3,055.00 | 34.3% |
| 101320 65046 HEALTH/PHYSICAL | 2,618 | 0 | 2,618 | 1,200.00 | .00 | 1,418.00 | 45.8% |
| 101320 65200 ELECTRICITY | 8,688 | 0 | 8,688 | 2,910.72 | .00 | 5,777.28 | 33.5% |
| 101320 65220 WATER | 302 | 0 | 302 | 146.60 | .00 | 155.40 | 48.5% |
| 101320 65230 FUEL OIL | 17,000 | 0 | 17,000 | 3,344.34 | .00 | 13,655.66 | 19.7% |
| 101320 65250 SEWER | 400 | 0 | 400 | 300.00 | .00 | 100.00 | 75.0% |
| 101320 65300 MACHINE & EQUIPMEN | 29,029 | 0 | 29,029 | 13,894.83 | .00 | 15,134.17 | 47.9% |
| 101320 65302 PROTECTIVE & SAFET | 3,660 | 0 | 3,660 | 985.00 | .00 | 2,675.00 | 26.9% |
| 101320 65311 GAS, GREASE, & OIL | 7,185 | 0 | 7,185 | 2,524.59 | .00 | 4,660.41 | 35.1% |
| 101320 65312 TIRES & TUBES | 1,200 | 0 | 1,200 | 942.60 | .00 | 257.40 | 78.6% |
| 101320 65330 RADIO MAINTENANCE | 4,657 | 0 | 4,657 | 1,076.00 | .00 | 3,581.00 | 23.1% |
| 101320 65480 OTHER PROFESSIONAL | 7,156 | 0 | 7,156 | 6,724.28 | .00 | 431.72 | 94.0% |
| 101320 65500 MAINTENANCE OF BLD | 15,335 | 0 | 15,335 | 7,221.61 | .00 | 8,113.39 | 47.1% |
| 101320 66010 OFFICE SUPPLIES | 672 | 0 | 672 | 164.18 | .00 | 507.82 | 24.4% |
| 101320 66020 BOOKS/SUBSCRIPTION | 200 | 0 | 200 | 39.15 | .00 | 160.85 | 19.6% |
| 101320 66040 JANITORIAL SUPPLIE | 600 | 0 | 600 | 329.43 | .00 | 270.57 | 54.9% |
| 101320 67505 EXTINGUISHER MAINT | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 101320 67515 LANTERNS & BATTERI | 200 | 0 | 200 | 32.99 | .00 | 167.01 | 16.5% |
| 101320 67520 OPERATING EQUIPMEN | 8,000 | 0 | 8,000 | 6,344.46 | .00 | 1,655.54 | 79.3% |
| TOTAL FIRE | 351,083 | 0 | 351,083 | 169,624.01 | .00 | 181,458.99 | 48.3% |

101330 STREETLIGHTS

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 5
glytdbud

FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101330 65200 ELECTRICITY - STRE | 45,000 | 0 | 45,000 | 12,845.19 | .00 | 32,154.81 | 28.5% |
| 101330 65300 MACHINE & EQUIPMEN | 10,000 | 0 | 10,000 | 7,952.00 | .00 | 2,048.00 | 79.5% |
| TOTAL STREETLIGHTS | 55,000 | 0 | 55,000 | 20,797.19 | .00 | 34,202.81 | 37.8% |
| 101340 HYDRANT RENTALS | | | | | | | |
| 101340 65300 HYDRANT RENT MACHI | 261,804 | 0 | 261,804 | 254,179.30 | .00 | 7,624.70 | 97.1% |
| TOTAL HYDRANT RENTALS | 261,804 | 0 | 261,804 | 254,179.30 | .00 | 7,624.70 | 97.1% |
| 101410 HIGHWAY | | | | | | | |
| 101410 64004 HIGHWAY 35% COMM S | 33,835 | 0 | 33,835 | 16,386.02 | .00 | 17,448.98 | 48.4% |
| 101410 64010 FULL TIME SALARIES | 502,797 | 0 | 502,797 | 221,510.95 | .00 | 281,286.05 | 44.1% |
| 101410 64015 ADMINISTRATIVE ASS | 50,965 | 0 | 50,965 | 24,619.61 | .00 | 26,345.39 | 48.3% |
| 101410 64029 OVERTIME - SNOW & | 75,000 | 0 | 75,000 | 26,914.43 | .00 | 48,085.57 | 35.9% |
| 101410 64030 OVERTIME | 7,200 | 0 | 7,200 | 5,557.35 | .00 | 1,642.65 | 77.2% |
| 101410 65010 POSTAGE | 500 | 0 | 500 | 53.55 | .00 | 446.45 | 10.7% |
| 101410 65020 TELEPHONE & INTERN | 4,200 | 0 | 4,200 | 2,038.50 | .00 | 2,161.50 | 48.5% |
| 101410 65030 TRANSPORTATION | 750 | 0 | 750 | 250.00 | .00 | 500.00 | 33.3% |
| 101410 65040 EDUCATIONAL/MEETIN | 4,000 | 0 | 4,000 | 522.24 | .00 | 3,477.76 | 13.1% |
| 101410 65060 PRINTING | 600 | 0 | 600 | 60.36 | .00 | 539.64 | 10.1% |
| 101410 65080 LEGAL NOTICES/OTHE | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 101410 65200 ELECTRICITY | 4,100 | 0 | 4,100 | 1,421.23 | .00 | 2,678.77 | 34.7% |
| 101410 65220 WATER | 2,500 | 0 | 2,500 | 1,062.44 | .00 | 1,437.56 | 42.5% |
| 101410 65230 FUEL OIL | 7,000 | 0 | 7,000 | 1,652.92 | .00 | 5,347.08 | 23.6% |
| 101410 65250 SEWER | 350 | 0 | 350 | 200.00 | .00 | 150.00 | 57.1% |
| 101410 65300 MACHINE & EQUIPMEN | 18,000 | 0 | 18,000 | 10,017.24 | .00 | 7,982.76 | 55.7% |
| 101410 65302 PROTECTIVE & SAFET | 3,000 | 0 | 3,000 | 642.14 | .00 | 2,357.86 | 21.4% |
| 101410 65303 FACILITY SAFETY IN | 1,250 | 0 | 1,250 | 362.98 | .00 | 887.02 | 29.0% |
| 101410 65310 VEHICLE MAINTENANC | 16,000 | 0 | 16,000 | 9,613.28 | .00 | 6,386.72 | 60.1% |
| 101410 65311 GAS, GREASE, & OIL | 52,000 | 0 | 52,000 | 17,859.61 | .00 | 34,140.39 | 34.3% |
| 101410 65312 TIRES & TUBES | 8,000 | 0 | 8,000 | 2,813.48 | .00 | 5,186.52 | 35.2% |
| 101410 65450 TARRING & PATCHING | 12,000 | 0 | 12,000 | 9,405.62 | .00 | 2,594.38 | 78.4% |
| 101410 65452 SALT | 140,000 | 0 | 140,000 | 23,353.03 | .00 | 116,646.97 | 16.7% |
| 101410 65454 SAND | 2,100 | 0 | 2,100 | .00 | .00 | 2,100.00 | .0% |
| 101410 65456 GRAVEL & FILL | 3,000 | 0 | 3,000 | 2,941.51 | .00 | 58.49 | 98.1% |
| 101410 65458 DRAINAGE SUPPLIES | 5,000 | 0 | 5,000 | 3,142.74 | .00 | 1,857.26 | 62.9% |

01/06/2020 09:58
220pmoore

TOWN OF KITTELY - LIVE
YTD DECEMBER 2019

P 6
glytdbud

FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101410 65460 SIGNS | 10,000 | 0 | 10,000 | 811.85 | .00 | 9,188.15 | 8.1% |
| 101410 65462 STRIPING | 38,000 | 0 | 38,000 | 27,855.58 | .00 | 10,144.42 | 73.3% |
| 101410 65466 SNOW REMOVAL EQUIP | 0 | 0 | 0 | 13,427.88 | .00 | -13,427.88 | 100.0%* |
| 101410 65480 OTHER PROFESSIONAL | 28,000 | 0 | 28,000 | 22,633.60 | .00 | 5,366.40 | 80.8% |
| 101410 65500 MAINTENANCE OF BLD | 6,500 | 0 | 6,500 | 933.69 | .00 | 5,566.31 | 14.4% |
| 101410 65501 OTHER PROF SVCS - | 4,400 | 0 | 4,400 | .00 | .00 | 4,400.00 | .0% |
| 101410 65521 UNIFORMS | 18,500 | 0 | 18,500 | 3,392.99 | .00 | 15,107.01 | 18.3% |
| 101410 65522 C.D.L PROGRAMS | 850 | 0 | 850 | 145.56 | .00 | 704.44 | 17.1% |
| 101410 66009 SHOP SUPPLIES | 16,500 | 0 | 16,500 | 6,795.86 | .00 | 9,704.14 | 41.2% |
| 101410 66010 OFFICE SUPPLIES | 800 | 0 | 800 | 521.06 | .00 | 278.94 | 65.1% |
| 101410 66011 HAND TOOLS | 600 | 0 | 600 | 556.04 | .00 | 43.96 | 92.7% |
| 101410 66020 BOOKS/SUBSCRIPTION | 1,000 | 0 | 1,000 | 133.00 | .00 | 867.00 | 13.3% |
| 101410 66030 OTHER SUPPLIES | 400 | 0 | 400 | .00 | .00 | 400.00 | .0% |
| 101410 66040 JANITORIAL SUPPLIE | 7,500 | 0 | 7,500 | 3,589.74 | .00 | 3,910.26 | 47.9% |
| 101410 67514 PLANT EQUIPMENT | 1,500 | 0 | 1,500 | 1,054.97 | .00 | 445.03 | 70.3% |
| 101410 67518 RENTAL EQUIPMENT | 3,000 | 0 | 3,000 | 2,695.40 | .00 | 304.60 | 89.8% |
| 101410 67520 OPERATING EQUIPMEN | 2,000 | 0 | 2,000 | .00 | .00 | 2,000.00 | .0% |
| 101410 67540 IMPROVEMENTS TO BL | 2,000 | 0 | 2,000 | 1,905.00 | .00 | 95.00 | 95.3% |
| TOTAL HIGHWAY | 1,096,697 | 0 | 1,096,697 | 468,853.45 | .00 | 627,843.55 | 42.8% |
| 101520 GENERAL ASSISTANCE | | | | | | | |
| 101520 65480 OTHER PROF SERVICE | 50,000 | 0 | 50,000 | 23,441.70 | .00 | 26,558.30 | 46.9% |
| TOTAL GENERAL ASSISTANCE | 50,000 | 0 | 50,000 | 23,441.70 | .00 | 26,558.30 | 46.9% |
| 101530 PUBLIC HEALTH SERVICE | | | | | | | |
| 101530 64020 PART TIME SALARIES | 520 | 0 | 520 | 220.00 | .00 | 300.00 | 42.3% |
| TOTAL PUBLIC HEALTH SERVICE | 520 | 0 | 520 | 220.00 | .00 | 300.00 | 42.3% |
| 101540 COMMUNITY AGENCIES | | | | | | | |
| 101540 65479 FAIR TIDE | 1,800 | 0 | 1,800 | .00 | .00 | 1,800.00 | .0% |
| 101540 65482 AIDS RESPONSE SEAC | 965 | 0 | 965 | 965.00 | .00 | .00 | 100.0% |
| 101540 65487 CARING UNLIMITED | 0 | 0 | 0 | 2,847.00 | .00 | -2,847.00 | 100.0%* |

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 7
glytdbud

FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 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 | 1,400.00 | .00 | .00 | 100.0% |
| 101540 65499 CROSSROADS HOUSE. | 2,000 | 0 | 2,000 | 2,000.00 | .00 | .00 | 100.0% |
| 101540 65526 GARDEN CLUB | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 101540 65528 SO. MAINE VET MEM | 200 | 0 | 200 | 200.00 | .00 | .00 | 100.0% |
| TOTAL COMMUNITY AGENCIES | 9,165 | 0 | 9,165 | 9,912.00 | .00 | -747.00 | 108.2% |
| 101720 PLANNING BOARD & BOA | | | | | | | |
| 101720 65010 POSTAGE | 300 | 0 | 300 | 138.85 | .00 | 161.15 | 46.3% |
| 101720 65040 EDUCATIONAL/MEETIN | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| 101720 65060 PRINTING | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 101720 65080 LEGAL NOTICES & OT | 1,750 | 0 | 1,750 | 417.04 | .00 | 1,332.96 | 23.8% |
| 101720 65480 OTHER PROFESSIONAL | 2,500 | 0 | 2,500 | 1,430.00 | .00 | 1,070.00 | 57.2% |
| 101720 66010 OFFICE SUPPLIES | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 101720 66026 SMRPC MEMBERSHIP | 5,500 | 0 | 5,500 | 5,520.00 | .00 | -20.00 | 100.4%* |
| TOTAL PLANNING BOARD & BOA | 12,050 | 0 | 12,050 | 7,505.89 | .00 | 4,544.11 | 62.3% |
| 101721 PLANNING / CODE | | | | | | | |
| 101721 64005 CODE ENFORCEMENT S | 66,700 | 0 | 66,700 | 49,122.12 | .00 | 17,577.88 | 73.6% |
| 101721 64006 PLANNER SALARY | 61,350 | 0 | 61,350 | 32,061.37 | .00 | 29,288.63 | 52.3% |
| 101721 64010 DEVELOPMENT STAFF | 40,432 | 0 | 40,432 | 13,937.06 | .00 | 26,494.94 | 34.5% |
| 101721 64018 ASST CODE ENFORCEM | 53,302 | 0 | 53,302 | 15,699.20 | .00 | 37,602.80 | 29.5% |
| 101721 64021 SALARY PROJECT PLA | 0 | 0 | 0 | 7,280.00 | .00 | -7,280.00 | 100.0%* |
| 101721 64030 OVERTIME | 0 | 0 | 0 | 250.13 | .00 | -250.13 | 100.0%* |
| 101721 64042 DIRECTOR OF PLANNI | 99,323 | 0 | 99,323 | 48,101.78 | .00 | 51,221.22 | 48.4% |
| 101721 65010 POSTAGE | 600 | 0 | 600 | 477.60 | .00 | 122.40 | 79.6% |
| 101721 65020 TELEPHONE & INTERN | 1,350 | 0 | 1,350 | 923.26 | .00 | 426.74 | 68.4% |
| 101721 65030 TRANSPORTATION | 1,000 | 0 | 1,000 | 397.04 | .00 | 602.96 | 39.7% |
| 101721 65040 EDUCATIONAL/MEETIN | 3,000 | 0 | 3,000 | 621.91 | .00 | 2,378.09 | 20.7% |
| 101721 65060 PRINTING | 800 | 0 | 800 | 125.00 | .00 | 675.00 | 15.6% |
| 101721 65070 MAPS | 3,300 | 0 | 3,300 | .00 | .00 | 3,300.00 | .0% |
| 101721 65080 LEGAL NOTICES & OT | 0 | 0 | 0 | 371.97 | .00 | -371.97 | 100.0%* |
| 101721 65300 MACHINE & EQUIPMEN | 2,000 | 0 | 2,000 | 3,686.21 | .00 | -1,686.21 | 184.3%* |
| 101721 65310 VEHICLE MAINTENANC | 300 | 0 | 300 | 108.14 | .00 | 191.86 | 36.0% |
| 101721 65311 GAS, GREASE, & OIL | 540 | 0 | 540 | 219.68 | .00 | 320.32 | 40.7% |
| 101721 65400 LEGAL SERVICES | 9,000 | 0 | 9,000 | 792.00 | .00 | 8,208.00 | 8.8% |

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 8
glytdbud

FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101721 65410 COMPUTER SERVICES | 14,840 | 0 | 14,840 | .00 | .00 | 14,840.00 | .0% |
| 101721 65411 BOARD OF ASSESMEN | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 101721 65423 PERSONAL PROPERTY | 10,000 | 0 | 10,000 | .00 | .00 | 10,000.00 | .0% |
| 101721 65425 VISION INTERNET | 9,475 | 0 | 9,475 | 8,889.00 | .00 | 586.00 | 93.8% |
| 101721 65480 OTHER PROFESSIONAL | 140,000 | 0 | 140,000 | 66,064.89 | .00 | 73,935.11 | 47.2% |
| 101721 65521 UNIFORMS | 350 | 0 | 350 | .00 | .00 | 350.00 | .0% |
| 101721 66010 OFFICE SUPPLIES | 1,100 | 0 | 1,100 | 551.34 | .00 | 548.66 | 50.1% |
| 101721 66020 BOOKS/SUBSCRIPTION | 700 | 0 | 700 | 90.00 | .00 | 610.00 | 12.9% |
| 101721 66030 OTHER SUPPLIES | 250 | 0 | 250 | .00 | .00 | 250.00 | .0% |
| 101721 66035 ABSTRACTS & LIENS | 800 | 0 | 800 | 660.09 | .00 | 139.91 | 82.5% |
| 101721 67510 OFFICE FURNITURE & | 750 | 0 | 750 | 20.59 | .00 | 729.41 | 2.7% |
| TOTAL PLANNING / CODE | 521,462 | 0 | 521,462 | 250,450.38 | .00 | 271,011.62 | 48.0% |

101730 IN TOWN PARKS

| | | | | | | | |
|---------------------------------|---------|---|---------|-----------|-----|-----------|--------|
| 101730 64007 PARKS 10% COMM SAL | 9,667 | 0 | 9,667 | 4,681.75 | .00 | 4,985.25 | 48.4% |
| 101730 64010 FULL TIME SALARIES | 49,270 | 0 | 49,270 | 22,990.08 | .00 | 26,279.92 | 46.7% |
| 101730 64020 PART TIME SALARIES | 43,740 | 0 | 43,740 | 7,783.27 | .00 | 35,956.73 | 17.8% |
| 101730 64030 OVERTIME | 1,356 | 0 | 1,356 | 186.55 | .00 | 1,169.45 | 13.8% |
| 101730 65040 EDUCATIONAL/MEETIN | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101730 65060 PRINTING | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101730 65080 LEGAL NOTICES/OTHE | 150 | 0 | 150 | .00 | .00 | 150.00 | .0% |
| 101730 65200 ELECTRICITY | 1,538 | 0 | 1,538 | 480.72 | .00 | 1,057.28 | 31.3% |
| 101730 65220 WATER | 7,400 | 0 | 7,400 | 2,447.09 | .00 | 4,952.91 | 33.1% |
| 101730 65300 MACHINE & EQUIPMEN | 2,000 | 0 | 2,000 | 178.23 | .00 | 1,821.77 | 8.9% |
| 101730 65302 PROTECTIVE & SAFET | 350 | 0 | 350 | 72.19 | .00 | 277.81 | 20.6% |
| 101730 65303 FACILITY SAFETY IN | 625 | 0 | 625 | 340.00 | .00 | 285.00 | 54.4% |
| 101730 65310 VEHICLE MAINTENANC | 1,000 | 0 | 1,000 | 811.75 | .00 | 188.25 | 81.2% |
| 101730 65311 GAS, GREASE, & OIL | 5,500 | 0 | 5,500 | 1,537.04 | .00 | 3,962.96 | 27.9% |
| 101730 65312 TIRES & TUBES | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 101730 65457 LOAM & SOD | 3,000 | 0 | 3,000 | .00 | .00 | 3,000.00 | .0% |
| 101730 65480 OTHER PROFESSIONAL | 26,000 | 0 | 26,000 | 15,264.00 | .00 | 10,736.00 | 58.7% |
| 101730 65500 MAINTENANCE OF BLD | 1,000 | 0 | 1,000 | 387.17 | .00 | 612.83 | 38.7% |
| 101730 65521 UNIFORMS | 400 | 0 | 400 | 400.00 | .00 | .00 | 100.0% |
| 101730 66011 HAND TOOLS | 150 | 0 | 150 | 147.94 | .00 | 2.06 | 98.6% |
| 101730 66030 OTHER SUPPLIES | 150 | 0 | 150 | 140.94 | .00 | 9.06 | 94.0% |
| 101730 66040 JANITORIAL SUPPLIE | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101730 67520 OPERATING EQUIPMEN | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| TOTAL IN TOWN PARKS | 155,596 | 0 | 155,596 | 57,848.72 | .00 | 97,747.28 | 37.2% |

101735 FT FOSTER SEAPOINT & CRESCENT

| | | | | | | | |
|---------------------------------|--------|---|--------|----------|-----|----------|-------|
| 101735 64007 PARKS 15% COMM SAL | 14,501 | 0 | 14,501 | 7,022.50 | .00 | 7,478.50 | 48.4% |
|---------------------------------|--------|---|--------|----------|-----|----------|-------|

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 9
glytdbud

FOR 2020 06

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|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101735 64010 FULL TIME SALARIES | 51,518 | 0 | 51,518 | 24,650.01 | .00 | 26,867.99 | 47.8% |
| 101735 64020 PART TIME SALARIES | 55,916 | 0 | 55,916 | 21,780.85 | .00 | 34,135.15 | 39.0% |
| 101735 64030 OVERTIME | 6,920 | 0 | 6,920 | 10,302.78 | .00 | -3,382.78 | 148.9%* |
| 101735 65020 TELEPHONE & INTERN | 1,400 | 0 | 1,400 | 725.26 | .00 | 674.74 | 51.8% |
| 101735 65040 EDUCATIONAL/MEETIN | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 101735 65060 PRINTING | 3,500 | 0 | 3,500 | 2,649.88 | .00 | 850.12 | 75.7% |
| 101735 65080 LEGAL NOTICES/OTHE | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 101735 65200 ELECTRICITY | 513 | 0 | 513 | 89.54 | .00 | 423.46 | 17.5% |
| 101735 65220 WATER | 600 | 0 | 600 | .00 | .00 | 600.00 | .0% |
| 101735 65300 MACHINE & EQUIPMEN | 1,500 | 0 | 1,500 | .00 | .00 | 1,500.00 | .0% |
| 101735 65302 PROTECTIVE & SAFET | 600 | 0 | 600 | 59.87 | .00 | 540.13 | 10.0% |
| 101735 65303 FACILITY SAFETY IN | 625 | 0 | 625 | 100.00 | .00 | 525.00 | 16.0% |
| 101735 65310 VEHICLE MAINTENANC | 1,000 | 0 | 1,000 | 270.13 | .00 | 729.87 | 27.0% |
| 101735 65311 GAS, GREASE, & OIL | 5,500 | 0 | 5,500 | 363.00 | .00 | 5,137.00 | 6.6% |
| 101735 65312 TIRES & TUBES | 700 | 0 | 700 | 264.50 | .00 | 435.50 | 37.8% |
| 101735 65480 OTHER PROFESSIONAL | 4,000 | 0 | 4,000 | .00 | .00 | 4,000.00 | .0% |
| 101735 65500 MAINTENANCE OF BLD | 4,500 | 0 | 4,500 | 786.93 | .00 | 3,713.07 | 17.5% |
| 101735 65510 PAINTING | 400 | 0 | 400 | .00 | .00 | 400.00 | .0% |
| 101735 65521 UNIFORMS | 700 | 0 | 700 | 400.00 | .00 | 300.00 | 57.1% |
| 101735 66011 HAND TOOLS | 150 | 0 | 150 | 139.98 | .00 | 10.02 | 93.3% |
| 101735 66030 OTHER SUPPLIES | 900 | 0 | 900 | 18.59 | .00 | 881.41 | 2.1% |
| 101735 66040 JANITORIAL SUPPLIE | 4,500 | 0 | 4,500 | 3,568.54 | .00 | 931.46 | 79.3% |
| 101735 67520 OPERATING EQUIPMEN | 1,200 | 0 | 1,200 | 986.20 | .00 | 213.80 | 82.2% |
| 101735 67575 SEAPOINT BEACH | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| TOTAL FT FOSTER SEAPOINT & CRESCENT | 161,643 | 0 | 161,643 | 74,178.56 | .00 | 87,464.44 | 45.9% |
| 101740 MISCELLANEOUS ACCOUNTS | | | | | | | |
| 101740 65023 EPA STORMWATER 4 P | 19,600 | 0 | 19,600 | 11,369.21 | .00 | 8,230.79 | 58.0% |
| 101740 65025 COMPUTER REPAIR/RE | 45,000 | 0 | 45,000 | 35,845.47 | .00 | 9,154.53 | 79.7% |
| 101740 65455 MEMORIAL DAY ACTIV | 700 | 0 | 700 | .00 | .00 | 700.00 | .0% |
| 101740 65951 SHELLFISH CONSERVA | 3,560 | 0 | 3,560 | .00 | .00 | 3,560.00 | .0% |
| 101740 66036 CONSERVATION COMMI | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 101740 68427 SELF INSURANCE CLA | 0 | 0 | 0 | 2,595.00 | .00 | -2,595.00 | 100.0%* |
| 101740 68525 MOSQUITO/TICK CONT | 36,750 | 0 | 36,750 | 36,750.00 | .00 | .00 | 100.0% |
| 101740 68532 GIS WEB ACCOUNT | 3,400 | 0 | 3,400 | .00 | .00 | 3,400.00 | .0% |
| 101740 69200 PSAP PAID TO YORK | 30,000 | 0 | 30,000 | .00 | .00 | 30,000.00 | .0% |
| TOTAL MISCELLANEOUS ACCOUNTS | 139,510 | 0 | 139,510 | 86,559.68 | .00 | 52,950.32 | 62.0% |
| 101750 STATE/BANK FEES | | | | | | | |
| 101750 65952 OVERAGE/SHORTAGE | 0 | 0 | 0 | -18.10 | .00 | 18.10 | 100.0% |

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 10
glytdbud

FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 101750 65954 BANK FEES/CHARGES | 600 | 0 | 600 | .00 | .00 | 600.00 | .0% |
| TOTAL STATE/BANK FEES | 600 | 0 | 600 | -18.10 | .00 | 618.10 | -3.0% |
| 101760 CAPITAL IMPROVEMENT PLAN | | | | | | | |
| 101760 68751 CIP DEPT CAPITAL R | 0 | 0 | 0 | 1,988,517.00 | .00 | -1,988,517.00 | 100.0%* |
| TOTAL CAPITAL IMPROVEMENT PLAN | 0 | 0 | 0 | 1,988,517.00 | .00 | -1,988,517.00 | 100.0% |
| 101770 FRISBEE SCHOOL TOWN | | | | | | | |
| 101770 66040 JANITORIAL SUPPLIE | 3,500 | 0 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| TOTAL FRISBEE SCHOOL TOWN | 3,500 | 0 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| 101810 LIBRARY | | | | | | | |
| 101810 43221 LIB FINES/FEES & N | 0 | 0 | 0 | -1,264.70 | .00 | 1,264.70 | 100.0% |
| 101810 43222 LIBRARY RENTAL INC | 0 | 0 | 0 | -300.00 | .00 | 300.00 | 100.0% |
| 101810 43591 LIBRARY GRANTS & D | 0 | 0 | 0 | -1,500.00 | .00 | 1,500.00 | 100.0% |
| 101810 43593 LIBRARY COPIES/SAL | 0 | 0 | 0 | -581.48 | .00 | 581.48 | 100.0% |
| 101810 64010 FULL TIME SALARIES | 179,214 | 0 | 179,214 | 88,857.97 | .00 | 90,356.03 | 49.6% |
| 101810 65002 LIBRARY DIRECTOR | 80,126 | 0 | 80,126 | 38,522.01 | .00 | 41,603.99 | 48.1% |
| 101810 65003 LIBRARY PART TIME | 10,140 | 0 | 10,140 | 5,517.20 | .00 | 4,622.80 | 54.4% |
| 101810 65010 POSTAGE | 1,250 | 0 | 1,250 | 79.12 | .00 | 1,170.88 | 6.3% |
| 101810 65020 TELEPHONE & INTERN | 1,200 | 0 | 1,200 | 856.02 | .00 | 343.98 | 71.3% |
| 101810 65060 PRINTING | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 101810 65200 ELECTRICITY | 7,175 | 0 | 7,175 | 2,654.84 | .00 | 4,520.16 | 37.0% |
| 101810 65220 WATER | 1,800 | 0 | 1,800 | 146.60 | .00 | 1,653.40 | 8.1% |
| 101810 65230 FUEL OIL | 9,500 | 0 | 9,500 | 930.64 | .00 | 8,569.36 | 9.8% |
| 101810 65250 SEWER | 0 | 0 | 0 | 399.87 | .00 | -399.87 | 100.0%* |
| 101810 65300 MACHINE & EQUIPMEN | 0 | 0 | 0 | 300.00 | .00 | -300.00 | 100.0%* |
| 101810 65340 LIBRARY E-BOOKS | 2,060 | 0 | 2,060 | .00 | .00 | 2,060.00 | .0% |
| 101810 65341 LIBRARY AUDIO VISU | 14,420 | 0 | 14,420 | 5,410.88 | .00 | 9,009.12 | 37.5% |
| 101810 65342 LIBRARY COPIER EXP | 3,000 | 0 | 3,000 | 1,320.26 | .00 | 1,679.74 | 44.0% |
| 101810 65431 PROFESSIONAL DUES | 1,000 | 0 | 1,000 | 296.12 | .00 | 703.88 | 29.6% |
| 101810 65432 LIBRARY TECHNOLOGY | 11,639 | 0 | 11,639 | 9,718.72 | .00 | 1,920.28 | 83.5% |

01/06/2020 09:58
220pmoore

TOWN OF KITTELY - LIVE
YTD DECEMBER 2019

P 11
glytdbud

FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101810 65433 LIBRARY PROGRAMS | 16,480 | 0 | 16,480 | 6,386.28 | .00 | 10,093.72 | 38.8% |
| 101810 65435 CONFERENCES & WORK | 200 | 0 | 200 | 198.84 | .00 | 1.16 | 99.4% |
| 101810 65480 OTHER PROF SERV - | 1,560 | 0 | 1,560 | .00 | .00 | 1,560.00 | .0% |
| 101810 65500 MAINTENANCE OF BLD | 6,000 | 0 | 6,000 | 7,416.09 | .00 | -1,416.09 | 123.6%* |
| 101810 65505 REPAIRS | 13,000 | 0 | 13,000 | 3,253.13 | .00 | 9,746.87 | 25.0% |
| 101810 65803 MISCELLANEOUS | 1,650 | 0 | 1,650 | 192.47 | .00 | 1,457.53 | 11.7% |
| 101810 66010 OFFICE SUPPLIES | 2,500 | 0 | 2,500 | 2,006.16 | .00 | 493.84 | 80.2% |
| 101810 66020 BOOKS/SUBSCRIPTION | 49,999 | 0 | 49,999 | 18,541.31 | .00 | 31,457.69 | 37.1% |
| 101810 67510 OFFICE FURNITURE & | 3,500 | 0 | 3,500 | 279.14 | .00 | 3,220.86 | 8.0% |
| TOTAL LIBRARY | 418,413 | 0 | 418,413 | 189,637.49 | .00 | 228,775.51 | 45.3% |
| 101830 RECREATION | | | | | | | |
| 101830 43589 PRE-SCHOOL GARDEN | 0 | 0 | 0 | -300.00 | .00 | 300.00 | 100.0% |
| 101830 64008 RECREATION DIRECTO | 81,172 | 0 | 81,172 | 39,177.15 | .00 | 41,994.85 | 48.3% |
| 101830 64009 ASST DIRECTOR/GEN | 59,000 | 0 | 59,000 | 28,120.00 | .00 | 30,880.00 | 47.7% |
| 101830 64010 EARLY CHILDHOOD SU | 42,920 | 0 | 42,920 | 20,630.03 | .00 | 22,289.97 | 48.1% |
| 101830 64012 RECREATION SUPERVI | 46,049 | 0 | 46,049 | 22,140.07 | .00 | 23,908.93 | 48.1% |
| 101830 64013 ASST EARLY CHILDCA | 36,019 | 0 | 36,019 | 17,320.00 | .00 | 18,699.00 | 48.1% |
| 101830 64014 LEAD TEACHERS | 61,833 | 0 | 61,833 | 24,883.28 | .00 | 36,949.72 | 40.2% |
| 101830 64015 SPORTS COORDINATOR | 37,467 | 0 | 37,467 | 18,010.04 | .00 | 19,456.96 | 48.1% |
| 101830 64016 RECEPTIONISTS | 54,911 | 0 | 54,911 | 26,217.38 | .00 | 28,693.62 | 47.7% |
| 101830 64017 BOOKKEEPER/SECRETA | 22,277 | 0 | 22,277 | 10,073.32 | .00 | 12,203.68 | 45.2% |
| 101830 64020 PT SAFE SCHOOL YEA | 23,872 | 0 | 23,872 | 9,878.09 | .00 | 13,993.91 | 41.4% |
| 101830 64021 SAFE SUMMER SALARI | 62,958 | 0 | 62,958 | 51,222.18 | .00 | 11,735.82 | 81.4% |
| 101830 64024 FT CUSTODIANS | 37,467 | 0 | 37,467 | 18,010.02 | .00 | 19,456.98 | 48.1% |
| 101830 64025 PRE-SCHOOL STAFF S | 132,294 | 0 | 132,294 | 57,938.03 | .00 | 74,355.97 | 43.8% |
| 101830 64026 INSTRUCTORS STIPEN | 0 | 0 | 0 | 1,456.25 | .00 | -1,456.25 | 100.0%* |
| 101830 64027 CUSTODIAN WAGES | 32,929 | 0 | 32,929 | 14,887.84 | .00 | 18,041.16 | 45.2% |
| 101830 64028 THEATRE TECHNICIAN | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 101830 64030 OVERTIME | 6,000 | 0 | 6,000 | 1,259.45 | .00 | 4,740.55 | 21.0% |
| 101830 64041 FACILITIES MAINT S | 52,215 | 0 | 52,215 | 25,100.05 | .00 | 27,114.95 | 48.1% |
| 101830 65010 POSTAGE | 1,500 | 0 | 1,500 | 692.60 | .00 | 807.40 | 46.2% |
| 101830 65020 TELEPHONE & INTERN | 3,300 | 0 | 3,300 | 1,776.96 | .00 | 1,523.04 | 53.8% |
| 101830 65030 TRANSPORTATION | 5,400 | 0 | 5,400 | 3,396.98 | .00 | 2,003.02 | 62.9% |
| 101830 65060 PRINTING | 8,500 | 0 | 8,500 | 4,775.00 | .00 | 3,725.00 | 56.2% |
| 101830 65080 LEGAL NOTICES/OTHE | 0 | 0 | 0 | 113.46 | .00 | -113.46 | 100.0%* |
| 101830 65200 ELECTRICITY / UTIL | 42,000 | 0 | 42,000 | 16,493.76 | .00 | 25,506.24 | 39.3% |
| 101830 65220 WATER | 3,342 | 0 | 3,342 | 2,146.08 | .00 | 1,195.92 | 64.2% |
| 101830 65230 NATURAL GAS | 34,000 | 0 | 34,000 | 3,202.63 | .00 | 30,797.37 | 9.4% |
| 101830 65250 SEWER | 2,300 | 0 | 2,300 | 2,010.76 | .00 | 289.24 | 87.4% |

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 12
glytdbud

FOR 2020 06

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|---|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 101830 65300 MACHINE & EQUIPMEN | 3,500 | 0 | 3,500 | 4,305.54 | .00 | -805.54 | 123.0%* |
| 101830 65310 VEHICLE MAINTENANC | 250 | 0 | 250 | 12.50 | .00 | 237.50 | 5.0% |
| 101830 65478 PROGRAM SERVICES | 2,500 | 0 | 2,500 | 1,540.13 | .00 | 959.87 | 61.6% |
| 101830 65480 OTHER PROFESSIONAL | 1,500 | 0 | 1,500 | 1,043.50 | .00 | 456.50 | 69.6% |
| 101830 65500 MAINTENANCE OF BLD | 13,000 | 0 | 13,000 | 13,462.75 | .00 | -462.75 | 103.6%* |
| 101830 65521 UNIFORMS | 0 | 0 | 0 | 212.96 | .00 | -212.96 | 100.0%* |
| 101830 65610 SAFE SCHCOOL YEAR | 3,500 | 0 | 3,500 | 131.31 | .00 | 3,368.69 | 3.8% |
| 101830 65615 SAFE SUMMER PROGRA | 38,000 | 0 | 38,000 | 35,061.17 | .00 | 2,938.83 | 92.3% |
| 101830 65630 INSTRUCTORS-CONTRA | 25,500 | 0 | 25,500 | 19,123.20 | .00 | 6,376.80 | 75.0% |
| 101830 65640 SPECIAL EVENTS | 8,500 | 0 | 8,500 | 5,184.41 | .00 | 3,315.59 | 61.0% |
| 101830 65650 SENIOR PROGRAMS | 6,000 | 0 | 6,000 | 5,222.07 | .00 | 777.93 | 87.0% |
| 101830 65670 TEAM EXPENSE | 8,000 | 0 | 8,000 | 3,415.75 | .00 | 4,584.25 | 42.7% |
| 101830 65680 PRESCHOOL PROGRAM | 8,000 | 0 | 8,000 | 4,358.09 | .00 | 3,641.91 | 54.5% |
| 101830 65801 CONTRACTED SERVICE | 46,200 | 0 | 46,200 | 29,637.75 | .00 | 16,562.25 | 64.2% |
| 101830 65802 ANNEX UTILITIES | 2,500 | 0 | 2,500 | 982.00 | .00 | 1,518.00 | 39.3% |
| 101830 65803 MISCELLANEOUS | 7,500 | 0 | 7,500 | 2,125.50 | .00 | 5,374.50 | 28.3% |
| 101830 66010 OFFICE SUPPLIES | 3,000 | 0 | 3,000 | 1,874.90 | .00 | 1,125.10 | 62.5% |
| 101830 66030 OTHER SUPPLIES | 3,500 | 0 | 3,500 | 283.89 | .00 | 3,216.11 | 8.1% |
| 101830 66031 THEATRE SUPPLIES | 1,000 | 0 | 1,000 | 68.00 | .00 | 932.00 | 6.8% |
| 101830 66040 JANITORIAL SUPPLIE | 12,500 | 0 | 12,500 | 4,134.05 | .00 | 8,365.95 | 33.1% |
| TOTAL RECREATION | 1,084,675 | 0 | 1,084,675 | 552,810.88 | .00 | 531,864.12 | 51.0% |
| 101840 HARBORMASTER-K.P.A | | | | | | | |
| 101840 64010 HARBOR MASTER FULL | 57,424 | 0 | 57,424 | 27,810.00 | .00 | 29,614.00 | 48.4% |
| 101840 64020 PART TIME SALARIES | 14,100 | 0 | 14,100 | 11,008.13 | .00 | 3,091.87 | 78.1% |
| 101840 65010 POSTAGE | 500 | 0 | 500 | 38.05 | .00 | 461.95 | 7.6% |
| 101840 65020 TELEPHONE & INTERN | 1,100 | 0 | 1,100 | 752.20 | .00 | 347.80 | 68.4% |
| 101840 65030 TRANSPORTATION | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 101840 65200 ELECTRICITY | 1,800 | 0 | 1,800 | 507.07 | .00 | 1,292.93 | 28.2% |
| 101840 65220 WATER | 600 | 0 | 600 | 136.38 | .00 | 463.62 | 22.7% |
| 101840 65240 DUMPSTERS/TRASH RE | 1,000 | 0 | 1,000 | 513.00 | .00 | 487.00 | 51.3% |
| 101840 65250 SEWER | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 101840 65305 BOAT EQUIPMENT MAI | 2,500 | 0 | 2,500 | 1,363.71 | .00 | 1,136.29 | 54.5% |
| 101840 65311 GAS, GREASE, & OIL | 1,000 | 0 | 1,000 | 388.73 | .00 | 611.27 | 38.9% |
| 101840 65452 SAFETY | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 101840 65460 SIGNS | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 101840 65462 RIGGING | 10,000 | 0 | 10,000 | 7,256.39 | .00 | 2,743.61 | 72.6% |
| 101840 65463 SANITATION | 3,500 | 0 | 3,500 | 1,302.00 | .00 | 2,198.00 | 37.2% |
| 101840 65470 PROFESSIONAL DEVE | 550 | 0 | 550 | 600.00 | .00 | -50.00 | 109.1%* |
| 101840 65480 OTHER PROFESSIONAL | 2,500 | 0 | 2,500 | 1,059.16 | .00 | 1,440.84 | 42.4% |

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 13
glytdbud

FOR 2020 06

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| 101840 65500 MAIN BLDG/GROUNDS | 6,000 | 0 | 6,000 | 1,501.09 | .00 | 4,498.91 | 25.0% |
| 101840 65521 UNIFORMS | 1,000 | 0 | 1,000 | 206.96 | .00 | 793.04 | 20.7% |
| 101840 66010 OFFICE SUPPLIES | 500 | 0 | 500 | 102.96 | .00 | 397.04 | 20.6% |
| 101840 66040 JANITORIAL SUPPLIE | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| TOTAL HARBORMASTER-K.P.A | 106,574 | 0 | 106,574 | 54,545.83 | .00 | 52,028.17 | 51.2% |
| 101930 RESOURCE RECOVERY FACILITY | | | | | | | |
| 101930 64009 SOLID WASTE 40% CO | 38,668 | 0 | 38,668 | 18,727.00 | .00 | 19,941.00 | 48.4% |
| 101930 64010 FULL TIME SALARIES | 178,149 | 0 | 178,149 | 76,262.93 | .00 | 101,886.07 | 42.8% |
| 101930 64030 OVERTIME | 8,500 | 0 | 8,500 | 7,694.16 | .00 | 805.84 | 90.5% |
| 101930 65020 TELEPHONE & INTERN | 2,000 | 0 | 2,000 | 446.04 | .00 | 1,553.96 | 22.3% |
| 101930 65030 TRANSPORTATION | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 101930 65040 EDUCATIONAL/MEETIN | 1,000 | 0 | 1,000 | 500.00 | .00 | 500.00 | 50.0% |
| 101930 65060 PRINTING | 1,500 | 0 | 1,500 | 1,486.39 | .00 | 13.61 | 99.1% |
| 101930 65090 ZERO WASTE PROGRAM | 2,500 | 0 | 2,500 | .00 | .00 | 2,500.00 | .0% |
| 101930 65200 ELECTRICITY | 11,275 | 0 | 11,275 | 6,974.50 | .00 | 4,300.50 | 61.9% |
| 101930 65220 WATER | 950 | 0 | 950 | 322.54 | .00 | 627.46 | 34.0% |
| 101930 65230 FUEL OIL | 1,230 | 0 | 1,230 | .00 | .00 | 1,230.00 | .0% |
| 101930 65300 MACHINE & EQUIPMEN | 3,500 | 0 | 3,500 | 915.30 | .00 | 2,584.70 | 26.2% |
| 101930 65302 PROTECTIVE & SAFET | 1,000 | 0 | 1,000 | 151.56 | .00 | 848.44 | 15.2% |
| 101930 65303 FACILITY SAFETY IN | 1,250 | 0 | 1,250 | 391.00 | .00 | 859.00 | 31.3% |
| 101930 65311 GAS, GREASE, & OIL | 12,000 | 0 | 12,000 | 3,803.32 | .00 | 8,196.68 | 31.7% |
| 101930 65312 TIRES & TUBES | 3,000 | 0 | 3,000 | 94.40 | .00 | 2,905.60 | 3.1% |
| 101930 65480 OTHER PROFESSIONAL | 264,500 | 0 | 264,500 | 109,941.15 | .00 | 154,558.85 | 41.6% |
| 101930 65500 MAINTENANCE OF BLD | 8,000 | 0 | 8,000 | 668.44 | .00 | 7,331.56 | 8.4% |
| 101930 65521 UNIFORMS | 2,000 | 0 | 2,000 | 2,400.00 | .00 | -400.00 | 120.0%* |
| 101930 66009 SHOP SUPPLIES | 6,000 | 0 | 6,000 | 2,919.15 | .00 | 3,080.85 | 48.7% |
| 101930 66010 OFFICE SUPPLIES | 250 | 0 | 250 | 155.34 | .00 | 94.66 | 62.1% |
| 101930 66011 HAND TOOLS | 200 | 0 | 200 | 100.00 | .00 | 100.00 | 50.0% |
| 101930 66030 OTHER SUPPLIES | 250 | 0 | 250 | 90.57 | .00 | 159.43 | 36.2% |
| 101930 66040 JANITORIAL SUPPLIE | 1,400 | 0 | 1,400 | 782.69 | .00 | 617.31 | 55.9% |
| 101930 67516 PLANT EQUIPMENT MA | 12,500 | 0 | 12,500 | 193.37 | .00 | 12,306.63 | 1.5% |
| 101930 67553 ASPHALT SURFACE MA | 7,500 | 0 | 7,500 | .00 | .00 | 7,500.00 | .0% |
| TOTAL RESOURCE RECOVERY FACILITY | 569,322 | 0 | 569,322 | 235,019.85 | .00 | 334,302.15 | 41.3% |
| 103000 SHARED EXPENSES - OTHER INSURA | | | | | | | |
| 103000 64060 FICA EMPLOYER SHAR | 427,088 | 0 | 427,088 | 195,974.42 | .00 | 231,113.58 | 45.9% |

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 14
glytdbud

FOR 2020 06

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| 103000 64070 WORKERS' COMP INSU | 150,000 | 0 | 150,000 | 34,354.90 | .00 | 115,645.10 | 22.9% |
| 103000 64090 RETIRED EMP MEDICA | 202,988 | 0 | 202,988 | 100,202.72 | .00 | 102,785.28 | 49.4% |
| 103000 64092 DISABILITY INSURAN | 32,000 | 0 | 32,000 | 15,917.86 | .00 | 16,082.14 | 49.7% |
| 103000 65101 MMA RISK POOL | 176,077 | 0 | 176,077 | 89,302.00 | .00 | 86,775.00 | 50.7% |
| 103000 65115 UNEMPLOYMENT COMPE | 0 | 0 | 0 | 17,770.57 | .00 | -17,770.57 | 100.0%* |
| 103000 65150 MISCELLANEOUS INSU | 4,600 | 0 | 4,600 | 3,096.00 | .00 | 1,504.00 | 67.3% |
| 103000 65210 UNION CENTRAL LIFE | 2,800 | 0 | 2,800 | 1,427.05 | .00 | 1,372.95 | 51.0% |
| TOTAL SHARED EXPENSES - OTHER INSURA | 995,553 | 0 | 995,553 | 458,045.52 | .00 | 537,507.48 | 46.0% |
| 103001 SHARED EXPENSE - HEALTH/DENTAL | | | | | | | |
| 103001 64090 MAJOR MEDICAL INSU | 1,160,623 | 0 | 1,160,623 | 619,561.43 | .00 | 541,061.57 | 53.4% |
| 103001 64091 DENTAL INSURANCE | 13,763 | 0 | 13,763 | 5,541.05 | .00 | 8,221.95 | 40.3% |
| TOTAL SHARED EXPENSE - HEALTH/DENTAL | 1,174,386 | 0 | 1,174,386 | 625,102.48 | .00 | 549,283.52 | 53.2% |
| 103002 RETIREMENT | | | | | | | |
| 103002 64050 MAINE STATE RETIRE | 534,577 | 0 | 534,577 | 245,367.21 | .00 | 289,209.79 | 45.9% |
| 103002 64051 ICMA EMPLOYER SHAR | 26,710 | 0 | 26,710 | 8,892.62 | .00 | 17,817.38 | 33.3% |
| TOTAL RETIREMENT | 561,287 | 0 | 561,287 | 254,259.83 | .00 | 307,027.17 | 45.3% |
| 108000 ADULT ED | | | | | | | |
| 108000 69480 ADULT EDUCATION FU | 98,970 | 0 | 98,970 | .00 | .00 | 98,970.00 | .0% |
| TOTAL ADULT ED | 98,970 | 0 | 98,970 | .00 | .00 | 98,970.00 | .0% |
| 1111 TOWN REVENUE | | | | | | | |
| 1111 43001 PROPERTY TAX REVENUE | -9,822,356 | 0 | -9,822,356 | -9,950,771.08 | .00 | 128,415.08 | 101.3% |
| 1111 43003 PROPERTY TAX ABATEME | 0 | 0 | 0 | 56,010.94 | .00 | -56,010.94 | 100.0%* |
| 1111 43004 PAYMENT IN LIEU OF T | -5,000 | 0 | -5,000 | -3,184.72 | .00 | -1,815.28 | 63.7%* |
| 1111 43006 HOMESTEAD EXEMPT STA | -275,000 | 0 | -275,000 | -179,424.00 | .00 | -95,576.00 | 65.2%* |

01/06/2020 09:58
220pmoore

TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 15
glytdbud

FOR 2020 06

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| 1111 43007 | TREE GROWTH REVENUE | -2,758 | 0 | -2,758 | -1,432.16 | .00 | -1,325.84 | 51.9%* |
| 1111 43031 | EXCISE TAX AUTOMOBIL | -1,800,000 | 0 | -1,800,000 | -1,019,906.76 | .00 | -780,093.24 | 56.7%* |
| 1111 43032 | EXCISE TAX BOAT | -27,500 | 0 | -27,500 | -2,725.30 | .00 | -24,774.70 | 9.9%* |
| 1111 43109 | SIGN PERMITS | -3,000 | 0 | -3,000 | -3,591.00 | .00 | 591.00 | 119.7%* |
| 1111 43110 | CODE ENFORCEMENT FEE | -280,000 | 0 | -280,000 | -193,094.50 | .00 | -86,905.50 | 69.0%* |
| 1111 43113 | BOARD OF ASSESSMENT | -200 | 0 | -200 | .00 | .00 | -200.00 | .0%* |
| 1111 43114 | ADDITIONAL LAND USE | -4,400 | 0 | -4,400 | -3,105.00 | .00 | -1,295.00 | 70.6%* |
| 1111 43115 | PLANNING FEES (SUBDI | -16,000 | 0 | -16,000 | -3,850.80 | .00 | -12,149.20 | 24.1%* |
| 1111 43120 | TOWN CLERK FEES | -24,000 | 0 | -24,000 | -13,401.40 | .00 | -10,598.60 | 55.8%* |
| 1111 43121 | WILDLIFE AGENT FEE | -1,200 | 0 | -1,200 | -304.00 | .00 | -896.00 | 25.3%* |
| 1111 43122 | ANIMAL WELFARE AGENT | -1,600 | 0 | -1,600 | -967.00 | .00 | -633.00 | 60.4%* |
| 1111 43130 | TOWN REGISTRATION FE | -27,000 | 0 | -27,000 | -17,518.00 | .00 | -9,482.00 | 64.9%* |
| 1111 43135 | HWY PERMITS & FEES | -1,000 | 0 | -1,000 | .00 | .00 | -1,000.00 | .0%* |
| 1111 43140 | SOLID WASTE PERMITS | -50,000 | 0 | -50,000 | -57,794.50 | .00 | 7,794.50 | 115.6%* |
| 1111 43145 | SOLID WASTE RECYCLIN | -120,000 | 0 | -120,000 | -16,492.80 | .00 | -103,507.20 | 13.7%* |
| 1111 43147 | DINGHY FEES | -13,000 | 0 | -13,000 | -672.00 | .00 | -12,328.00 | 5.2%* |
| 1111 43148 | TRANSIENT SLIP RENTA | -5,000 | 0 | -5,000 | -3,722.00 | .00 | -1,278.00 | 74.4%* |
| 1111 43149 | KPA APPLICATION FEES | -1,000 | 0 | -1,000 | -345.00 | .00 | -655.00 | 34.5%* |
| 1111 43150 | MOORING FEES | -97,500 | 0 | -97,500 | -9,456.00 | .00 | -88,044.00 | 9.7%* |
| 1111 43151 | LAUNCH FEE | -15,500 | 0 | -15,500 | -8,723.68 | .00 | -6,776.32 | 56.3%* |
| 1111 43152 | TRANSIENT MOORING | -8,500 | 0 | -8,500 | -1,350.00 | .00 | -7,150.00 | 15.9%* |
| 1111 43153 | WAIT LIST FEE | -1,600 | 0 | -1,600 | -100.00 | .00 | -1,500.00 | 6.3%* |
| 1111 43154 | HARBOR & WATER USAGE | -5,000 | 0 | -5,000 | -4,941.20 | .00 | -58.80 | 98.8%* |
| 1111 43156 | PIER USAGE FEE | -1,000 | 0 | -1,000 | -1,650.00 | .00 | 650.00 | 165.0%* |
| 1111 43157 | MOORING LATE FEE | -500 | 0 | -500 | .00 | .00 | -500.00 | .0%* |
| 1111 43160 | FORT FOSTER FEES | -255,000 | 0 | -255,000 | -194,947.50 | .00 | -60,052.50 | 76.5%* |
| 1111 43165 | SPRINKLER PERMITS | -250 | 0 | -250 | -100.00 | .00 | -150.00 | 40.0%* |
| 1111 43210 | LIEN FEES | -15,000 | 0 | -15,000 | -6,019.38 | .00 | -8,980.62 | 40.1%* |
| 1111 43220 | PENALTY INTEREST | -38,000 | 0 | -38,000 | -19,369.42 | .00 | -18,630.58 | 51.0%* |
| 1111 43221 | LIBRARY FINES & FEES | -10,200 | 0 | -10,200 | -1,536.07 | .00 | -8,663.93 | 15.1%* |
| 1111 43222 | LIBRARY RENTAL INCOM | -3,600 | 0 | -3,600 | -1,500.00 | .00 | -2,100.00 | 41.7%* |
| 1111 43310 | SALE OF ORDINANCES, | 0 | 0 | 0 | -2,412.84 | .00 | 2,412.84 | 100.0%* |
| 1111 43320 | RECREATION FEES | -1,010,000 | 0 | -1,010,000 | -513,109.85 | .00 | -496,890.15 | 50.8%* |
| 1111 43330 | ANIMAL CONTROL | -6,500 | 0 | -6,500 | -1,460.00 | .00 | -5,040.00 | 22.5%* |
| 1111 43335 | POSTAGE | 0 | 0 | 0 | -5.40 | .00 | 5.40 | 100.0%* |
| 1111 43336 | PHOTO COPIES | -350 | 0 | -350 | -217.50 | .00 | -132.50 | 62.1%* |
| 1111 43351 | ACCIDENT REPORTS | -3,000 | 0 | -3,000 | -2,257.26 | .00 | -742.74 | 75.2%* |
| 1111 43352 | PARKING TICKETS | -19,000 | 0 | -19,000 | -27,500.00 | .00 | 8,500.00 | 144.7%* |
| 1111 43353 | GUN PERMITS | -2,000 | 0 | -2,000 | -295.00 | .00 | -1,705.00 | 14.8%* |
| 1111 43354 | ELIOT DISPATCHING SE | -108,000 | 0 | -108,000 | -61,002.50 | .00 | -46,997.50 | 56.5%* |
| 1111 43355 | ORDINANCE FINES | -350 | 0 | -350 | -425.00 | .00 | 75.00 | 121.4%* |
| 1111 43356 | WITNESS FEES | -300 | 0 | -300 | -35.00 | .00 | -265.00 | 11.7%* |
| 1111 43358 | FALSE ALARMS | -880 | 0 | -880 | -770.00 | .00 | -110.00 | 87.5%* |
| 1111 43359 | AMBULANCE DISPTACH F | -16,000 | 0 | -16,000 | -8,000.00 | .00 | -8,000.00 | 50.0%* |

01/06/2020 09:58
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TOWN OF KITTEERY - LIVE
YTD DECEMBER 2019

P 16
glytdbud

FOR 2020 06

| ACCOUNTS FOR: 1000 TOWN GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|----------------|--------------|---------------------|-------------|
| 1111 43410 MDOT HWY MAINTENANCE | -11,500 | 0 | -11,500 | .00 | .00 | -11,500.00 | .0%* |
| 1111 43420 STATE REVENUE SHARIN | -460,000 | 0 | -460,000 | -329,989.16 | .00 | -130,010.84 | 71.7%* |
| 1111 43421 STATE PARK FEE REV S | -275 | 0 | -275 | .00 | .00 | -275.00 | .0%* |
| 1111 43443 RESTITUTION INCOME/U | -3,000 | 0 | -3,000 | -1,837.54 | .00 | -1,162.46 | 61.3%* |
| 1111 43470 STATE OF MAINE GENER | -45,000 | 0 | -45,000 | -22,244.29 | .00 | -22,755.71 | 49.4%* |
| 1111 43480 MARY SAFFORD WILDES | -25,000 | 0 | -25,000 | -21,250.00 | .00 | -3,750.00 | 85.0%* |
| 1111 43510 INTEREST ON INVESTME | -40,000 | 0 | -40,000 | -42,487.69 | .00 | 2,487.69 | 106.2% |
| 1111 43530 MISCELLANEOUS REVENU | -20,000 | 0 | -20,000 | -1,090.83 | .00 | -18,909.17 | 5.5%* |
| 1111 43540 SEWER DEPT RENT | -22,900 | 0 | -22,900 | .00 | .00 | -22,900.00 | .0%* |
| 1111 43555 SNOWMOBILE/HANDICAP/ | -655 | 0 | -655 | .00 | .00 | -655.00 | .0%* |
| 1111 43560 GMH HOUSING | -286,000 | 0 | -286,000 | -141,588.90 | .00 | -144,411.10 | 49.5%* |
| 1111 43576 TRANSFER IN FROM OTH | -50,000 | 0 | -50,000 | .00 | .00 | -50,000.00 | .0%* |
| 1111 43580 USE OF CARRY FORWARD | 0 | 0 | 0 | -2,100.00 | .00 | 2,100.00 | 100.0% |
| 1111 45020 MMA W/C DIVIDEND | -9,000 | 0 | -9,000 | -27,718.00 | .00 | 18,718.00 | 308.0% |
| 1111 45025 SCHOOL RESOURCE OFFI | -47,741 | 0 | -47,741 | .00 | .00 | -47,741.00 | .0%* |
| TOTAL TOWN REVENUE | -15,119,115 | 0 | -15,119,115 | -12,873,781.09 | .00 | -2,245,333.91 | 85.1% |
| TOTAL TOWN GENERAL FUND | -1,985,017 | 2,100 | -1,982,917 | -3,846,754.93 | .00 | 1,863,837.93 | 194.0% |
| TOTAL REVENUES | -15,119,115 | 0 | -15,119,115 | -12,877,727.27 | .00 | -2,241,387.73 | |
| TOTAL EXPENSES | 13,134,098 | 2,100 | 13,136,198 | 9,030,972.34 | .00 | 4,105,225.66 | |

01/06/2020 09:58
 220pmoore

TOWN OF KITTEERY - LIVE
 YTD DECEMBER 2019

P 17
 glytdbud

FOR 2020 06

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| GRAND TOTAL | -1,985,017 | 2,100 | -1,982,917 | -3,846,754.93 | .00 | 1,863,837.93 | 194.0% |

** END OF REPORT - Generated by PATRICIA MOORE **

01/07/2020 13:00
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TOWN OF KITTEERY - LIVE
YTD

P
glytdbud 1

FOR 2020 13

| ACCOUNTS FOR: 6000 SEWER FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------------|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| 6000 SEWER FUND | | | | | | | |
| 6000 43220 PENALTY IN | -3,000 | 0 | -3,000 | -3,279.44 | .00 | 279.44 | 109.3% |
| 6000 43360 SP CON REV | 0 | 0 | 0 | -7,815.00 | .00 | 7,815.00 | 100.0% |
| 6000 45001 REVENUE US | -585,000 | 0 | -585,000 | -249,453.16 | .00 | -335,546.84 | 42.6%* |
| 6000 45002 REVENUE US | -123,000 | 0 | -123,000 | -56,098.96 | .00 | -66,901.04 | 45.6%* |
| 6000 45003 REV OTHER | -45,000 | 0 | -45,000 | -138,051.59 | .00 | 93,051.59 | 306.8% |
| 6000 45004 REVENUE TO | -208,000 | 0 | -208,000 | -48,167.63 | .00 | -159,832.37 | 23.2%* |
| 6000 45005 REVENUE NE | -1,500,000 | 0 | -1,500,000 | -871,074.90 | .00 | -628,925.10 | 58.1%* |
| 6000 45006 ASMNT REV | -50,000 | 0 | -50,000 | -34,513.22 | .00 | -15,486.78 | 69.0%* |
| 6000 45007 SWRINT REV | -15,000 | 0 | -15,000 | -7,553.93 | .00 | -7,446.07 | 50.4%* |
| TOTAL SEWER FUND | -2,529,000 | 0 | -2,529,000 | -1,416,007.83 | .00 | -1,112,992.17 | 56.0% |
| 602702 SEWER LINES | | | | | | | |
| 602702 64010 SEWER LINE | 0 | 0 | 0 | 11,538.30 | .00 | -11,538.30 | 100.0%* |
| TOTAL SEWER LINES | 0 | 0 | 0 | 11,538.30 | .00 | -11,538.30 | 100.0% |
| 602709 PUMP STATIONS | | | | | | | |
| 602709 64010 FT SAL | 58,879 | 0 | 58,879 | 27,940.70 | .00 | 30,938.30 | 47.5% |
| 602709 65015 CELLULAR P | 600 | 0 | 600 | 285.24 | .00 | 314.76 | 47.5% |
| 602709 65200 ELECTRICIT | 50,815 | 0 | 50,815 | 10,558.90 | .00 | 40,256.10 | 20.8% |
| 602709 65220 WATER | 1,000 | 0 | 1,000 | 693.41 | .00 | 306.59 | 69.3% |
| 602709 65315 PUMP STATI | 1,000 | 0 | 1,000 | 1,515.91 | .00 | -515.91 | 151.6%* |
| 602709 65467 CONTRACT | 45,000 | 0 | 45,000 | 12,722.45 | .00 | 32,277.55 | 28.3% |
| 602709 65480 OTHER PROF | 28,350 | 0 | 28,350 | 13,040.30 | .00 | 15,309.70 | 46.0% |
| 602709 65691 P.S. LINES | 12,000 | 0 | 12,000 | 2,981.89 | .00 | 9,018.11 | 24.8% |
| 602709 65692 LINE LABOR | 17,317 | 0 | 17,317 | .00 | .00 | 17,317.00 | .0% |
| 602709 65930 PUMP STATI | 6,700 | 0 | 6,700 | 2,452.20 | .00 | 4,247.80 | 36.6% |
| 602709 66300 SUPPLIES - | 600 | 0 | 600 | 3,551.23 | .00 | -2,951.23 | 591.9%* |
| 602709 66320 PUMP STATI | 14,000 | 0 | 14,000 | 15,194.75 | .00 | -1,194.75 | 108.5%* |
| TOTAL PUMP STATIONS | 236,261 | 0 | 236,261 | 90,936.98 | .00 | 145,324.02 | 38.5% |
| 602715 PUMP STATION # 6 (PNSY) | | | | | | | |
| 602715 64010 PUMP STATI | 22,000 | 0 | 22,000 | 3,987.49 | .00 | 18,012.51 | 18.1% |

01/07/2020 13:00
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TOWN OF KITTEERY - LIVE
YTD

P 2
glytdbud

FOR 2020 13

| ACCOUNTS FOR: 6000 SEWER FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| 602715 65200 PUMP STATI | 15,000 | 0 | 15,000 | 3,461.02 | .00 | 11,538.98 | 23.1% |
| 602715 65220 PUMP STATI | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 602715 65315 PUMP STATI | 800 | 0 | 800 | .00 | .00 | 800.00 | .0% |
| 602715 65480 PUMP STATI | 6,000 | 0 | 6,000 | 9,023.50 | .00 | -3,023.50 | 150.4%* |
| 602715 65930 PUMP STATI | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 602715 66300 PUMP STATI | 1,000 | 0 | 1,000 | .00 | .00 | 1,000.00 | .0% |
| 602715 66320 PUMP STATI | 4,000 | 0 | 4,000 | 87.55 | .00 | 3,912.45 | 2.2% |
| TOTAL PUMP STATION # 6 (PNSY) | 50,100 | 0 | 50,100 | 16,559.56 | .00 | 33,540.44 | 33.1% |
| 602716 PUMP STATION # 7 (ELIOT) | | | | | | | |
| 602716 64010 PUMP STATI | 19,242 | 0 | 19,242 | 6,603.21 | .00 | 12,638.79 | 34.3% |
| 602716 65200 PUMP STATI | 4,600 | 0 | 4,600 | 1,387.55 | .00 | 3,212.45 | 30.2% |
| 602716 65220 PUMP STATI | 230 | 0 | 230 | 58.97 | .00 | 171.03 | 25.6% |
| 602716 65315 PUMP STATI | 425 | 0 | 425 | .00 | .00 | 425.00 | .0% |
| 602716 65480 PUMP STATI | 4,784 | 0 | 4,784 | 5,966.50 | .00 | -1,182.50 | 124.7%* |
| 602716 65930 PUMP STATI | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 602716 66300 PUMP STATI | 50 | 0 | 50 | .00 | .00 | 50.00 | .0% |
| 602716 66320 PUMP STATI | 1,550 | 0 | 1,550 | .00 | .00 | 1,550.00 | .0% |
| TOTAL PUMP STATION # 7 (ELIOT) | 31,181 | 0 | 31,181 | 14,016.23 | .00 | 17,164.77 | 45.0% |
| 602750 TREATMENT PLANT | | | | | | | |
| 602750 64010 TREATMENT | 175,000 | 0 | 175,000 | 105,723.69 | .00 | 69,276.31 | 60.4% |
| 602750 64019 TREATMENT | 50,893 | 0 | 50,893 | 15,841.15 | .00 | 35,051.85 | 31.1% |
| 602750 64030 OVERTIME | 45,000 | 0 | 45,000 | 26,022.49 | .00 | 18,977.51 | 57.8% |
| 602750 64050 MAINE STAT | 0 | 0 | 0 | 19,765.74 | .00 | -19,765.74 | 100.0%* |
| 602750 64060 FICA EMPLO | 0 | 0 | 0 | 14,439.32 | .00 | -14,439.32 | 100.0%* |
| 602750 65020 TREATMENT | 3,400 | 0 | 3,400 | 2,295.40 | .00 | 1,104.60 | 67.5% |
| 602750 65040 TREATMENT | 5,200 | 0 | 5,200 | 1,077.00 | .00 | 4,123.00 | 20.7% |
| 602750 65200 TREATMENT | 105,000 | 0 | 105,000 | 30,087.54 | .00 | 74,912.46 | 28.7% |
| 602750 65220 TREATMENT | 5,006 | 0 | 5,006 | 1,756.66 | .00 | 3,249.34 | 35.1% |
| 602750 65230 TREATMENT | 16,000 | 0 | 16,000 | 6,615.43 | .00 | 9,384.57 | 41.3% |
| 602750 65310 TREATMENT | 48,743 | 0 | 48,743 | 10,782.26 | .00 | 37,960.74 | 22.1% |
| 602750 65316 TREATMENT | 2,240 | 0 | 2,240 | .00 | .00 | 2,240.00 | .0% |
| 602750 65410 TREATMENT | 7,998 | 0 | 7,998 | 7,912.56 | .00 | 85.44 | 98.9% |
| 602750 65480 TREATMENT | 60,000 | 0 | 60,000 | 36,448.69 | .00 | 23,551.31 | 60.7% |
| 602750 65500 TREATMENT | 2,000 | 0 | 2,000 | 1,935.71 | .00 | 64.29 | 96.8% |

01/07/2020 13:00
220pmoore

TOWN OF KITTEERY - LIVE
YTD

P 3
glytdbud

FOR 2020 13

| ACCOUNTS FOR: 6000 SEWER FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------------|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| 602750 65700 TREATMENT | 2,000 | 0 | 2,000 | 1,635.03 | .00 | 364.97 | 81.8% |
| 602750 65930 ALARMS | 2,000 | 0 | 2,000 | 959.20 | .00 | 1,040.80 | 48.0% |
| 602750 65955 TREATMENT | 136,500 | 0 | 136,500 | 77,212.48 | .00 | 59,287.52 | 56.6% |
| 602750 66010 TREATMENT | 24,670 | 0 | 24,670 | 12,342.81 | .00 | 12,327.19 | 50.0% |
| 602750 66300 TREATMENT | 3,000 | 0 | 3,000 | 4,822.72 | .00 | -1,822.72 | 160.8%* |
| 602750 66340 LABORATORY | 11,945 | 0 | 11,945 | 7,260.80 | .00 | 4,684.20 | 60.8% |
| 602750 66400 TREATMENT | 1,000 | 0 | 1,000 | 693.32 | .00 | 306.68 | 69.3% |
| 602750 66410 TREATMENT | 21,000 | 0 | 21,000 | 12,740.49 | .00 | 8,259.51 | 60.7% |
| 602750 66420 TREATMENT | 27,000 | 0 | 27,000 | 10,256.93 | .00 | 16,743.07 | 38.0% |
| 602750 66450 TREATMENT | 106,000 | 0 | 106,000 | 42,610.00 | .00 | 63,390.00 | 40.2% |
| 602750 66520 TREATMENT | 13,450 | 0 | 13,450 | 10,356.59 | .00 | 3,093.41 | 77.0% |
| TOTAL TREATMENT PLANT | 875,045 | 0 | 875,045 | 461,594.01 | .00 | 413,450.99 | 52.8% |
| 602760 SEWER GENERAL OPERATING | | | | | | | |
| 602760 64011 TOWN MANAG | 33,568 | 0 | 33,568 | 17,073.90 | .00 | 16,494.10 | 50.9% |
| 602760 64012 SUPERINTEN | 95,000 | 0 | 95,000 | 48,568.83 | .00 | 46,431.17 | 51.1% |
| 602760 64013 OFFICE CLE | 48,728 | 0 | 48,728 | 24,367.21 | .00 | 24,360.79 | 50.0% |
| 602760 64031 SAL ADJ | 5,000 | 0 | 5,000 | .00 | .00 | 5,000.00 | .0% |
| 602760 64050 MAINE STAT | 48,896 | 0 | 48,896 | 7,293.52 | .00 | 41,602.48 | 14.9% |
| 602760 64051 ICMA EMPLO | 4,327 | 0 | 4,327 | 957.75 | .00 | 3,369.25 | 22.1% |
| 602760 64060 FICA EMPLO | 43,270 | 0 | 43,270 | 6,437.19 | .00 | 36,832.81 | 14.9% |
| 602760 64070 WORKERS CO | 16,000 | 0 | 16,000 | 5,726.00 | .00 | 10,274.00 | 35.8% |
| 602760 64090 MAJOR MEDI | 124,575 | 0 | 124,575 | 105,916.68 | .00 | 18,658.32 | 85.0% |
| 602760 64091 DENTAL INS | 1,869 | 0 | 1,869 | 1,419.25 | .00 | 449.75 | 75.9% |
| 602760 64092 DISABILTY | 4,200 | 0 | 4,200 | .00 | .00 | 4,200.00 | .0% |
| 602760 65101 MMA RISK P | 29,000 | 0 | 29,000 | 29,366.00 | .00 | -366.00 | 101.3%* |
| 602760 65350 SWEET END | 22,900 | 0 | 22,900 | .00 | .00 | 22,900.00 | .0% |
| 602760 65430 AUDIT SERV | 3,900 | 0 | 3,900 | 1,900.00 | .00 | 2,000.00 | 48.7% |
| 602760 66035 ABS & LIEN | 500 | 0 | 500 | 133.00 | .00 | 367.00 | 26.6% |
| 602760 68060 SWR INT | 7,499 | 0 | 7,499 | 78,922.12 | .00 | -71,423.12 | 1052.4%* |
| 602760 68062 SWR PRINC | 760,000 | 0 | 760,000 | 459,642.71 | .00 | 300,357.29 | 60.5% |
| TOTAL SEWER GENERAL OPERATING | 1,249,232 | 0 | 1,249,232 | 787,724.16 | .00 | 461,507.84 | 63.1% |
| TOTAL SEWER FUND | -87,181 | 0 | -87,181 | -33,638.59 | .00 | -53,542.41 | 38.6% |
| TOTAL REVENUES | -2,529,000 | 0 | -2,529,000 | -1,416,007.83 | .00 | -1,112,992.17 | |
| TOTAL EXPENSES | 2,441,819 | 0 | 2,441,819 | 1,382,369.24 | .00 | 1,059,449.76 | |

01/07/2020 13:00
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TOWN OF KITTERY - LIVE
 YTD

P 4
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FOR 2020 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| GRAND TOTAL | -87,181 | 0 | -87,181 | -33,638.59 | .00 | -53,542.41 | 38.6% |

** END OF REPORT - Generated by PATRICIA MOORE **

Town of Kittery FISCAL YEAR 2020
Fund Balances - Capital Projects and Special Revenues
For the month ending December 31, 2019

| Fund Type | New # | Account Name | Ending Fund Balance 6/30/2019 | Transfers FY20 | CIP Appropriation 7/1/2019 | YTD Expense | YTD Revenue | Ending Fund Balance |
|--|------------------|---|-------------------------------|----------------|----------------------------|--------------|-------------|---------------------|
| Special Revenues (Grants, Designated Accounts, etc) | | | | | | | | |
| SR | 2005 | Senior Tax Credit Program | 10,000.00 | 50,000.00 | | - | | 60,000.00 |
| SR | 2006 | 2019 FEMA Reimbursement (storm damage) | 40,576.88 | | | | | 40,576.88 |
| SR | 2012 | Fire Hazmat Spill Recovery Fees | 2,701.01 | | | | | 2,701.01 |
| SR | 2014 | Police Grants | (2,022.68) | | | | 2,997.00 | 974.32 |
| SR | 2028 | Ballot Machines | 6,078.00 | | | | | 6,078.00 |
| SR | 2032 | ASA Applicant Code | 21,767.26 | | | (22,275.46) | 16,635.46 | 16,127.26 |
| SR | 2038 | Kittery Block Party | 19,703.48 | | | (20,400.14) | 3,600.00 | 2,903.34 |
| SR | 2056 | Concerts in the Park | 2,596.91 | | | (2,600.00) | | (3.09) |
| SR | 2059 | Conservation Comm | 912.02 | | | | | 912.02 |
| SR | 2060 | Wetland mitigation | 32,258.25 | | | (3,789.00) | | 28,469.25 |
| SR | 2063 | Kittery Community Center (KCC) Donations | 22,903.48 | | | (4,701.51) | 4,000.00 | 22,201.97 |
| SR | 2066 | Police Forfeiture | 27,812.02 | | | (26,302.08) | | 1,509.94 |
| SR | 2068 | Fort Foster Bench Donations | 11,199.95 | | | (119.15) | 200.00 | 11,280.80 |
| SR | 2069 | Boating Infrastructure Grant (BIG) | 1,583.71 | | | | | 1,583.71 |
| SR | 2071 | D.A.R.E | 216.03 | | | | | 216.03 |
| SR | 2074-67500 | TIF District #1 | 33,755.16 | | 18,204.40 | | | 51,959.56 |
| SR | 2074-67503 | TIF District #3 | 83,272.19 | | 18,415.79 | | | 101,687.98 |
| SR | 2074-67502 | TIF District #2 | 404,188.01 | | 199,379.81 | | | 603,567.82 |
| SR | 2086 | Spruce Creek PH 5 Grant | (6,051.40) | | | (781.39) | 9,184.57 | 2,351.78 |
| SR | 2081 (aka: 2040) | Channel 22 (PEG) Capital Funding | 261,314.68 | (50,000.00) | | (15,490.14) | 51,124.07 | 246,948.61 |
| SR | 2082 | KCC Playgrounds | 64,718.36 | | | - | - | 64,718.36 |
| SR | 2091/67500 | FEMA Flood Maps Ins Rate Appeal | (200.05) | | | | | (200.05) |
| SR | 2091/43600 | FEMA Flood Maps Ins Rate Appeal - Phase 2 | - | | | | | - |
| SR | 4001-67500/43600 | State Aid to Roads General | 472,884.76 | | | | 159,784.00 | 632,668.76 |
| SR | 4001-67502/43602 | Whipple Road Improvements | 250,416.70 | | | (6,952.13) | | 243,464.57 |
| SR | 4001-67503/43603 | Memorial Circle Improvements | 47,760.34 | | | | | 47,760.34 |
| SR | 4001-67508/43608 | Walker/Wentworth | 200,305.40 | | | | | 200,305.40 |
| SR | 4001-67509/43605 | Government Street | 69,844.68 | | | | - | 69,844.68 |
| SR | 4030 | Public Safety Impact Fees | 48,947.57 | | | (52,227.16) | 37,884.15 | 34,604.56 |
| SR | 2093 | LWCF Grant - Emery Field Phase 1 | - | | | | | - |
| SR | 2094 | LWCF Grant - Emery Field Phase 2 | 54,945.00 | | | (11,115.00) | | 43,830.00 |
| SR | 2210 | Ogden KCC Grant | 12,000.00 | | | (14,400.00) | 1,194.94 | (1,205.06) |
| SR | 2301 | Billable Police Details | 8,176.18 | | | (37,653.44) | 43,280.00 | 13,802.74 |
| SR | 2303 | Grant Supported Police Details | (9,382.42) | | | (1,059.28) | 4,820.86 | (5,620.84) |
| SR | 2087 | Joint Land Use OEA PH1 | (85,576.84) | | | (71,213.45) | 122,237.55 | (34,552.74) |
| SR | 4124 | Tax Acquired Properties | (12,608.85) | - | | (10,486.40) | | (23,095.25) |
| SR | 4125 | Fort Foster Restoration (FEMA) | 336,101.74 | - | | (117,279.58) | | 218,822.16 |
| SR | 4126 | KCC Visual Arts Com | 5,000.00 | | | (2,714.30) | 950.00 | 3,235.70 |

Town of Kittery FISCAL YEAR 2020
Fund Balances - Capital Projects and Special Revenues
For the month ending December 31, 2019

| Fund Type | New # | Account Name | Ending Fund Balance 6/30/2019 | Transfers FY20 | CIP Appropriation 7/1/2019 | YTD Expense | YTD Revenue | Ending Fund Balance |
|-----------------------|-------|--------------|-------------------------------|----------------|----------------------------|--------------|-------------|---------------------|
| Total Special Revenue | | | 2,438,097.53 | - | 236,000.00 | (421,559.61) | 457,892.60 | 2,710,430.52 |

CIP Bonds

| | | | | | | | | |
|----|------|--------------------------------|-----------|--|--|--|--|-----------|
| CP | 2036 | Kittery Community Center Bonds | 373.48 | | | | | 373.48 |
| CP | 2085 | 2016 Municipal Projects | 28,279.50 | | | | | 28,279.50 |

CIP Programs

| | | | | | | | | |
|------------------------|------|--|--------------|---|--------------|----------------|-----------|--------------|
| SR | 2022 | Compensated Absences | 109,782.47 | | | (70,860.00) | | 38,922.47 |
| CP | 2057 | Open space | 6,889.64 | - | | | | 6,889.64 |
| CP | 2078 | Athletic Fields Master Plan (Design) | 2,142.34 | | | | | 2,142.34 |
| CP | 4002 | Right of Way Reserve | 210,939.49 | | 500,000.00 | (398,748.56) | 6,432.16 | 318,623.09 |
| CP | 4011 | KCC Vehicle Reserve | 25,121.00 | | | | | 25,121.00 |
| CP | 4012 | Public Works Vehicles/Equipment | 266,271.62 | | 300,000.00 | (479,935.29) | 11,500.00 | 97,836.33 |
| CP | 4013 | Fire Apparatus Reserve | 189,815.19 | | 165,850.00 | (284,882.70) | | 70,782.49 |
| CP | 4017 | MS4 Compliance Reserve | 44,604.65 | | 10,000.00 | (8,711.34) | | 45,893.31 |
| CP | 4018 | KPA Boat Reserve | 24,498.02 | | | (5,861.15) | | 18,636.87 |
| CP | 4019 | KCC Equipment Reserve | 8,057.82 | | | (595.00) | | 7,462.82 |
| CP | 4020 | Municipal Technology Reserve | 39,413.15 | | 25,000.00 | (10,804.89) | | 53,608.26 |
| CP | 4022 | Police Vehicle/Equipment | 34,419.84 | | 95,000.00 | | | 129,419.84 |
| CP | 4026 | Records Preservation | 10.13 | | - | - | | 10.13 |
| CP | 4027 | Municipal Facility Reserve | 215,095.61 | | - | (69,938.01) | | 145,157.60 |
| CP | 4031 | Public Safety Base Station Radio Replace | 20,845.45 | | | (20,845.45) | | - |
| CP | 4043 | Parks Building & Grounds | 16.90 | | 40,000.00 | (2,166.85) | | 37,850.05 |
| CP | 4051 | KCC Facility Reserve | 33,395.86 | | | | | 33,395.86 |
| CP | 4053 | Pepperrell Cove Paving/Utilities | 57,461.88 | | | | | 57,461.88 |
| CP | 4055 | KPA Equipment Reserve | 60,082.00 | | 15,000.00 | | | 75,082.00 |
| CP | 4056 | Fire Dept Equipment Reserve | 162,641.94 | | 57,667.00 | (32,492.10) | | 187,816.84 |
| CP | 4100 | Fire Dept Facility Reserve (was Boiler Replacements) | 318.84 | | | | | 318.84 |
| CP | 4110 | PW Sign Shed | 20.00 | | | | | 20.00 |
| CP | 4116 | KPA Facility Reserve (was Gov Pier) | 22,731.16 | | | | | 22,731.16 |
| CP | 4122 | Zoning Recodification and GIS Upgrade | 48,947.37 | | | (15,607.55) | | 33,339.82 |
| CP | 4060 | Rice Rehab/Expansion | (30,207.85) | | 400,000.00 | (30,635.25) | | 339,156.90 |
| CP | 4123 | LED Streetlight Conversion | (96,830.00) | | 240,000.00 | (98,406.42) | | 44,763.58 |
| Total Capital Projects | | | 1,485,137.50 | - | 1,848,517.00 | (1,530,490.56) | 17,932.16 | 1,821,096.10 |

| | | | | | | | | |
|--------------------------|--|--|--------------|---|--------------|----------------|------------|--------------|
| TOTAL GENERAL OPERATIONS | | | 3,923,235.03 | - | 2,084,517.00 | (1,952,050.17) | 475,824.76 | 4,531,526.62 |
|--------------------------|--|--|--------------|---|--------------|----------------|------------|--------------|

Permanent Funds (Scholarship Funds/Trust Funds)

| | | | | | | | | |
|----|------|------------------------------------|-----------|--|--|--|--|-----------|
| PF | 5001 | Connie Samuels Beautification Fund | 58,600.93 | | | | | 58,600.93 |
|----|------|------------------------------------|-----------|--|--|--|--|-----------|

Town of Kittery FISCAL YEAR 2020
Fund Balances - Capital Projects and Special Revenues
For the month ending December 31, 2019

| Fund Type | New # | Account Name | Ending Fund Balance 6/30/2019 | Transfers FY20 | CIP Appropriation 7/1/2019 | YTD Expense | YTD Revenue | Ending Fund Balance |
|--------------------------------|-------|------------------------------------|-------------------------------|----------------|----------------------------|-----------------------|-------------------|---------------------|
| PF | 5002 | Public Health | 27,275.44 | | | | | 27,275.44 |
| PF | 5003 | York Hospital Scholarship | 18,514.65 | | | (22,353.25) | 10,000.00 | 6,161.40 |
| PF | 5005 | Lester Raynes Fund | 9,228.16 | | | | | 9,228.16 |
| PF | 5007 | Thresher Memorial Fund | 8,144.27 | | | (1,922.79) | 3,260.00 | 9,481.48 |
| PF | 5010 | Kittery Education Scholarship Fund | 2,418.26 | | | | 4,359.83 | 6,778.09 |
| PF | 5021 | Cemetery | 0.35 | | | | | 0.35 |
| Total Permanent Funds | | | 124,182.06 | - | - | (24,276.04) | 17,619.83 | 117,525.85 |
| Enterprise Fund (Sewer) | | | | | | | | |
| ER | 2900 | Sewer Impact fees | 755,020.46 | | | (37,794.80) | 22,800.00 | 740,025.66 |
| ER | 2901 | Sewer Betterment | 188,683.05 | | | (20,054.00) | (8,100.00) | 160,529.05 |
| ER | 2902 | Sewer Safety Grants | 2,997.86 | | | | | 2,997.86 |
| ECP | 4900 | Sewer Vehicle Reserve | 92,882.50 | | | (750.00) | | 92,132.50 |
| ECP | 4901 | Sewer Capital Reserve | 325,127.62 | | | (29,240.18) | | 295,887.44 |
| Total Enterprise Funds | | | 1,364,711.49 | - | - | (87,838.98) | 14,700.00 | 1,291,572.51 |
| GRAND TOTAL ALL FUNDS | | | 5,412,128.58 | - | 2,084,517.00 | (2,064,165.19) | 508,144.59 | 5,940,624.98 |

Kittery Town Council DRAFT Minutes

May 6, 2019

Special Meeting Agenda

Town Hall – Council Chambers

Requested by Chairperson Spiller

1. Introductory

2. Pledge of Allegiance

3. Roll Call

Members present: Charles Denault, Jeffrey Pelletier, Kenneth Lemont, Jeffrey Thomson,
Vice Chair Matt Brock & Chair Judith Spiller. Members absent: Cyrus Clark.

4. Call to Order

5. PUBLIC HEARINGS

a. (050119-1) The Kittery Town Council moves to hold public hearing on the School Budget
Validation Referendum.

No action needed.

b. (050119-2) The Kittery Town Council moves to hold a public hearing to approve an
ordinance entitled "Ordinance Approving Additional Local Funds for School Budget for
Fiscal Year 2019-2020."

Moved by Council Thomson, seconded Councilor Pelletier.

Councilor Thomson mentioned an article by Portsmouth Herald.

Motion Carried.

6-0-0

c. (050119-3) The Kittery Town Council moves to hold a public hearing to approve an
ordinance entitled "Ordinance Approving School Budget for Fiscal Year 2019-2020."

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried.

6-0-0

d. (050119-4) The Kittery Town Council moves to hold a public hearing to approve an
ordinance entitled "Ordinance Approving Transfer of School Year-End Balances to
Dedicated Accounts" for spending in the 2019-2020 fiscal year.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried.

6-0-0

- e. (050119-5) The Kittery Town Council moves to hold a public hearing to approve and sign the warrant for the School Budget Validation Referendum for June 11, 2019.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried.

6-0-0

- f. (050119-6) The Kittery Town Council moves to hold a public hearing to approve and sign the warrant for the Town Meeting Election for June 11, 2019.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried.

6-0-0

6. ADJOURNMENT

Moved by Councilor Thomson, seconded by Councilor Denault all were in favor.

Submitted by Kim Tackett

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Kittery Town Council DRAFT Minutes
June 10, 2019
Regular Meeting
Town Hall – Council Chambers

Council and Planning Board Workshop Title 16 – ADU's
Council Chambers – 5:00p.m.

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call
- Members present: Councilor Denault, Jeffrey Pelletier, Jeffrey Thomson, Kenneth Lemont, Vice Chair Matt Brock & Chair Judith Spiller. Members absent: Cyrus Clark
5. Agenda Amendment and Adoption – Chair cast 1 vote for agenda adoption.
6. Town Manager's Report
- Town Manager reported on: Library Committee Updates, Wind Turbine, Rogers Road to Memorial Circle, Route 236 Corridor Study, Spinney Creek, Kittery's 375th and Maine's Bicentennial, Variable Speed Signs, and Parking Feedback Wallingford Square.
Upcoming Dates: Town Meeting Election & School Budget Validation – June 11, 8AM – 8PM, Kittery Community Center Kittery Block Party – June 15, Library Building Committee Public Input – June 26, 6PM, Council Chambers, Independence Day Celebration – June 29, 9AM at Memorial Park, Town Hall, Senior Property Tax Credit Applications – Due July 1
- Councilor Denault had statements on the Wind Turbine, Rogers Road and Memorial Circle, speed limit signs on Stevenson Road.
- Councilor Thomson had a question about Wallingford Square parking.
7. Acceptance of Previous Minutes - None
8. Interviews for the Board of Appeals and Planning Board - None
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices.
 - a. (060119-1) The Kittery Town Council moves to accept a report from the Economic Development Committee (EDC) regarding their activities for 2019 to date.
EDC Chair George Dow provided report and answered questions
10. PUBLIC HEARINGS
 - a. (060119-1) The Kittery Town Council moves to hold a public hearing to receive comments on the Town Meeting Articles 2 through 8 for the June 11th Town Meeting Election.

No action taken

- a. (060119-2) The Kittery Town Council moves to hold a public hearing in accordance with Sec. 6.06 (3) of the Kittery Town Charter and hereby ordains and adopts the 2019-2020 Municipal, Sewer and Adult Education budgets.

Municipal Operations Budget 2020

Moved by Councilor Thomson and seconded by Councilor Pelletier

Motion Carried 6-0-0

Adult Education Budget 2020

Moved by Councilor Thomson, seconded by Councilor Pelletier

Motion Carried 6-0-0

Sewer Enterprise Budget 2020

Moved by Councilors Thomson, seconded by Councilor Pelletier

Motion Carried 6-0-0

- b. (060119-3) The Kittery Town Council moves to hold a public hearing on Title 2 Library Positions.

Town Manager gave an overview.

George Dow thanked Town Manager.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 6-0-0

11. DISCUSSION

- a. Discussion by members of the public (three minutes per person) None
b. Response to public comment directed to a particular Councilor None
c. Chairperson's response to public comments- None

12. UNFINISHED BUSINESS -

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.

(060119-4) The Kittery move to receive a donation in the amount of \$100.00 from Donald and Nicole Kerr to be deposited in the Thresher Memorial Fund.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 6-0-0

- 103
104 b. (060119-5) The Kittery Town Council moves to approve the disbursement
105 warrants.
106
107 Moved by Councilor Thomson, seconded by Councilor Pelletier.
108
109 Motion Carried 6-0-0
110
111
112 c. (060119-6) The Kittery Town Council moves to determine their Summer
113 Meetings schedule. Proposed dates are July 8th and August 12th.
114
115 Moved by Councilor Thomson, seconded by Councilor Pelletier.
116
117 Chair Spiller, Vice Chair Brock and Town Manager answered questions.
118
119 Motion Carried 6-0-0
120
121
122 d. (060119-7) The Kittery Town Council moves to schedule a public hearing for the
123 July meeting on Title 16 – ADU's.
124
125 Moved by Councilor Thomson, seconded by Vice Chair Brock.
126
127 Motion Carried 6-0-0
128
129
130 e. (060119-8) The Kittery Town Council moves to approve a request from The
131 Traip Interact Club to fund raise monies at the Kittery Resource & Recycling
132 Center on Saturday August 24, 2019 from 9:30-2:00 pm.
133
134 Moved by Councilor Thomson, seconded by Councilor Pelletier.
135
136 Motion Carried 6-0-0
137
138
139 f. (060119-9) The Kittery Town Council moves to approve a request from Anju
140 Noodle Bar to extend their area of service in the parking lot on June 15th 2019 to
141 coincide with the Kittery Block Party.
142
143 Moved by Councilor Thomson, seconded by Councilor Pelletier
144
145 Motion Carried 6-0-0
146
147 g. (060119-10) The Kittery Town Council moves to approve a renewal Liquor
148 License application for Warren's Lobster House located at 11 Water St. Kittery
149
150 Moved by Councilors Thomson, seconded by Councilor Pelletier.
151
152 Motion Carries 6-0-0
153
154 h. (060119-11) The Kittery Town Council moves to approve Municipal Release
155 Deed for 23 Woodlawn Avenue, Kittery.
156
157 Town Manager gave summary.
158

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 6-0-0

- i. (06012019-12) The Kittery Town Council moves to schedule a public hearing for the July meeting to update the Town Zoning Map.

Councilor Thomson moved to reschedule to August 12, 2020 seconded by Councilor Pelletier.

Motion Carried 6-0-0

14. COUNCILOR ISSUES OR COMMENTS

Councilor Denault discussed adult viewing booths at Amazing.net, Town and State dog ordinances, and recognizing the passing of U.S. Marine Mark Schremmer and Clifton Trefethen.

Councilor Thomson discussed the speed limit issue on State Road, also mentioned that he and Councilor Lemont have been involved with Town Government for almost 50 years of service, and asked that 2019 Graduates get involved with Town Government.

Chair Spiller commented on the repairs that Public Works did to Fort Foster.

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson-None

b. Committee Reports -None

16. EXECUTIVE SESSION-None

17. ADJOURNMENT

Moved by Councilor Thomson, seconded by Councilor Pelletier, all were in favor.

Submitted by Kim Tackett

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Kittery Town Council DRAFT Minutes June 24, 2019
Regular Meeting
Town Hall-Council Chambers

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call

Present Members: Charles Denault, Jeffrey Pelletier, Jeffery Thomson, Kenneth Lemont, Cyrus Clark Vice Chair Matt Brock, Chair Judith Spiller.
5. Agenda Amendment and Adoption – Chair cast 1 vote for agenda adoption.
6. Town Manager's Report
Town Manager Reported on: Snow Plow Rodeo Recognition, Kittery Block Party, and Government Street Wharf Project, Upcoming Dates: Government Street Wharf Ribbon Cutting – June 25, 1PM Route 236 Public Meeting – June 25, 4PM, Council Chambers Library Building Committee Public Presentation – June 26, 6PM, Council Chambers Independence Day Celebration – June 29, 9AM at Memorial Park, Town Hall Senior Property Tax Credit Applications – Due July 1.

Councilor Lemont asked the Town Manager a question about Town Hall Senior Property Tax Credit.
7. Acceptance of Previous Minutes – February 11th approved all were in favor. February 25th meetings corrections needed but approved all favor. Moved by Councilor Spiller, seconded by Councilor Lemont all were in favor.
8. Interviews for the Board of Appeals and Planning Board -None
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested offices. - None
10. PUBLIC HEARINGS –
11. DISCUSSION
 - a. Discussion by members of the public (three minutes per person)

Suzanne Johnson spoke about the Rice Public Library, Kittery Town Hall employees, trash pickup, and snow removal for the poor.
 - b. Response to public comment directed to a particular Councilor- None

- 46
47 c. Chairperson's response to public comments.
48
49

50 Chair Spiller responded to Suzanne Johnson.
51

52
53 12. UNFINISHED BUSINESS –
54

- 55 a. (060219-2) Kittery Town Council moves to reschedule the Public Hearing for Title
56 16 – ADU's to the October 28th meeting
57

58 Moved by Councilor Thomson, seconded by Councilor Pelletier.
59

60 Motion Carried 7-0-0
61

62 13. NEW BUSINESS
63

- 64 a. Donations/gifts received for Council disposition.
65

66 (060219-3) The Kittery Town Council moves to accept donations in the amount
67 of \$98.18 from the following to be deposited into the Thresher Memorial Fund.
68

69 Moved by Councilor Thomson, seconded by Councilor Pelletier.
70

71 Motion Carried 7-0-0
72

- 73
74 • Kittery Maine Improvement Foundation
75 • Jeffrey and Suzanne Berlin
76

- 77
78 b. (060219-4) The Kittery Town Council moves to approve the disbursement
79 warrants.
80

81 Moved by Councilor Thomson, seconded by Councilor Pelletier.
82

83 Motion Carried 7-0-0
84

- 85
86 c. (060219-5) The Kittery Town Council moves to approve a renewal Special
87 Activity Amusement Permit for Maine Ocean Lobster, LLC., doing business as
88 The Pointe located at 31 Badger's Island West Kittery.
89

90 Moved by Councilor Thomson, seconded by Councilor Pelletier.
91

92 Motion Carried 7-0-0
93

- 94
95 d. (060219-6) The Kittery Town Council moves to schedule a Public Hearing for
96 Title 16 – A-Frame Signs for the July 8th meeting.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

14. COUNCILOR ISSUES OR COMMENTS

Councilor Denault recognized individuals that have passed, Arthur Fisk, Brian French, Thomas Lovering, Patricia Stora, Lenora Mills, Jean Woorick, and James Taylor. Discussed the dog ordinance, property maintenance ordinance.

Councilor Thomson discussed property maintenance ordinance, people collecting signatures at the polls for a non-binding referendum for the water issue Kittery Water District, and signs for I-95. Spoke of James Taylor.

Vice Chair Brock discussed the dog ordinance and traffic on Route 1 with Town Manager

Chair Spiller discussed public parks having mosquito and tick control.

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson -None

b. Committee Reports -None

16. EXECUTIVE SESSION-None

17. ADJOURNMENT

Moved by Councilor Thomson, seconded by Councilor Pelletier all were in favor.

Submitted by Kim Tackett

Disclaimer: The following minutes constitute the author's understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website at <http://www.townhallstreams.com/locations/kittery-maine>.

Kittery Town Council DRAFT Minutes
July 8, 2019
Regular Meeting
Town Hall – Council Chambers

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call
- Members present: Charles Denault, Jeffery Pelletier, Jeffrey Thomson, Kenneth Lemont
Cyrus Clark Chair Judith Spiller, Absent Members: Vice Chair Matt Brock
5. Agenda Amendment and Adoption – Chair cast 1 vote for agenda adoption.
6. Town Manager's Report
- Town Manger reported on: Accessory Dwelling Units, Thresher Memorial Circle Bushes,
Stop Sign at Chauncey Creek Rd/Gerrish Island Lane, Pedestrian Alert Signage at
Walker/State Road, Mosquito and Tick Treatment, and Public Hearings on Zoning
Amendments. Upcoming Dates: Free School Nutrition Summer Lunch – M-F through
Aug 23, 12PM, Kittery Community Center National Night Out – August 6, Kittery
Community Center Nomination Papers Due – August 19, Town Hall.
- Councilor Spiller and Town Manager discussed Stop Sign at Chauncey Creek
Rd/Gerrish and Island Lane.
- Councilor Spiller and Town Manager discussed Pedestrian Alert Signage at
Walker/State Road.
- Councilor Denault and Town Manager discussed water main break Oak Terrace and
Bridge Street.
- Councilor Thomson discussed Public Hearings on Zoning Amendments, Crosswalks
Walker/State Road, Accessory Dwelling Units.
7. Acceptance of Previous Minutes - None
8. Interviews for the Board of Appeals and Planning Board - None
9. All items involving the town attorney, town engineers, town employees or other town
consultants or requested office.
 - a. (070119-1) The Kittery Town Council moves to receive a presentation from the
Library Building Committee on the Rice Public Library Renovation and Expansion.

44 Jim Anderson gave a presentation, Scott Simon and Ryan Kantaris presented the
45 building design for the Library. Town Manager presented the funding for the Library
46 Project.

47
48 10. PUBLIC HEARINGS
49

- 50 a. (070119-2) The Kittery Town Council moves to hold a public hearing for a New
51 Victualer's License application for James Day, 527 Beech Hill Road, Auburn, Maine
52 04210. Doing business as Street Eats Mobile Food Truck, located at 230 US Route
53 1, Kittery, Maine 03904.

54
55 Moved by Councilor Thomson, seconded by Councilor Pelletier.

56
57 Motion Carried.

58
59 6-0-0
60

- 61 b. (070119-3) The Kittery Town Council moves to hold a public hearing for a New
62 Victualer's License application for Rose Van Nickell, 50 Woodlawn Avenue, Kittery
63 ME 03904. Doing business as Rose's Spring Rolls Mobile Food Truck located at
64 230 US Route 1, Kittery, ME 03904.

65
66 Moved by Councilor Clark, seconded by Councilor Denault.

67
68 Councilor Thomson had questions.
69 Councilor Lemont had questions.

70
71 Councilor Denault, Councilor Pelletier, Councilor Lemont,
72 Councilor Clark, and Chair Spiller voted yes.

73
74 Councilor Thomson voted no.

75
76 Motion Carried

77
78 5-1-0
79

- 80
81 c. (070119-4) The Kittery Town Council moves to hold a public hearing for a New
82 Victualer's License application for Petrogas Group New England Inc., 200
83 Brickstone Square, Suite 404, Andover, MA 01810. Doing business as 7-Eleven @
84 The Kittery Outlets, located at 286 US Rte 1, Kittery, ME 03904.

85
86 Moved by Councilor Denault, seconded by Councilor Pelletier.

87
88 Motion Carried.

89
90 6-0-0
91

92
93 11. DISCUSSION
94

- a. Discussion by members of the public (three minutes per person)
- a. Julia O'Connell 9 Budsik Drive discussed submitting for consideration a non-binding referendum, submitting materials, and a video link for the Council to review. Spoke about Chloramines in the water, Kittery Water district, scheduling a public hearing on August 12, 2019, and having a 450 signature petitions.
- Garvin McCurdy, Doug Green, Justin Thayer, Jen Thayer and Juliet Nelson all discussed Chloramines and Kittery Water District.
- Janette Dearborne, Karen Mayer discussed stray cats on Pocahontas Road.
- Tiana Denola discussed non-binding referendum regarding leash laws and dog park.
- b. Response to public comment directed to a particular Councilor
- c. Chairperson's response to public comments
- Chair Spiller stated that the Kittery Town Council have no authority over Kittery Water District and responded to the issues of the stray cats on Pocahontas road.
12. UNFINISHED BUSINESS
13. NEW BUSINESS
- b. Donations/gifts received for Council disposition. - None
- c. (070109-5) The Kittery Town Council moves to approve the disbursement warrants.
- Moved by Councilor Thomson, seconded by Councilor Pelletier.
- Motion Carried.
- 6-0-0
- d. (070119-6) The Kittery Town Council moves to approve a request from St. Raphael's Church in Kittery to hang a banner in front of the Kittery Community Center for their Annual Holiday Bazaar event.
- Moved by Chair Spiller, seconded by Councilor Pelletier.
- Motion Carried.
- 6-0-0
- e. (070119-7) The Kittery Town Council moves to schedule a public hearing on August

145 12, 2019 on placing a proposed referendum question on the November 5, 2019
146 Ballot – to authorize the Town of Kittery council to issue bonds in a total amount not
147 to exceed \$5,000,000 to expand, renovate and improve the Rice Public Library.
148

149 Moved by Councilor Pelletier, seconded by Councilor Denault.
150

151 Motion Carried.
152

153 6-0-0
154

155 f. (070119-8) The Kittery Town Council moves to schedule a public hearing on August
156 12, 2019 for an Ordinance to Authorize the Issuance of General Obligation Bonds in
157 Principal Amount of Up To \$5,000,000 to Expand, Renovate and Improve the Rice
158 Public Library.
159

160 Moved by Councilor Thomson, seconded by Councilor Pelletier.
161

162 Motion Carried.
163

164 6-0-0
165

166 g. (070119-9) The Kittery Town Council moves to schedule a public hearing on
167 September 9, 2019 for Title 6-Animal Control.
168

169 Moved by Councilor Denault, seconded by Councilor Thomson.
170

171 Town Manager gave overview.
172

173 Council Thomson suggested a workshop.
174

175 Motion Carried.
176

177 6-0-0
178

179 h. (070119-10) The Kittery Town Council moves to schedule a public hearing on August
180 12, 2019 on placing a non-binding referendum on the November 5, 2019 Ballot –
181 Leash Law and Dog Park.
182

183 Councilor Denault moves for a discussion, seconded Councilor Clark.
184

185 Town Councilor's have discussion.
186

187 Councilor Denault voted to yes.
188

189 Councilor Thomson, Councilor Pelletier, Councilor Lemont,
190 Councilor Clark, and Chair Spiller voted no.
191

192 Motion Failed.
193

194 1-5-0
195

- i. (070119-11) The Kittery Town Council moves to schedule a public hearing on August 12, 2019 on placing a non-binding referendum on the November 5, 2019 Ballot – Kittery Water District Chloramine and Ammonia.

Moved by Councilor Thomson, seconded Councilor Pelletier.

Town Council discussed.

Councilor Clark, Councilor Denault and Councilor Pelletier voted yes.

Chair Spiller, Councilor Lemont and Councilor Thomson voted no.

Motion Failed.

3-3-0

- j. (070119-12) The Kittery Town Council moves to appoint Finance Director, Brenda Fox-Howard as Acting Town Manager from July 15th through July 19th.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried.

6-0-0

14. COUNCILOR ISSUES OR COMMENTS

Councilor Lemont discussed stray cats on Pocahontas Road.

Councilor Clark thanked Mike Rodgers and everyone at the Kittery Water District.

Councilor Thomson discussed summer traffic, the passing of Charlie Rodas.

Councilor Denault discussed railroad tracks on State Rd. and Walker and panhandling.

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson-None

b. Committee Reports-None

16. EXECUTIVE SESSION-None

17. ADJOURNMENT

Moved by Councilor Thomson, seconded Councilor Pelletier all were in favor.

Submitted by Kim Tackett

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Disclaimer: The following minutes constitute the author's understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website at <http://www.townhallstreams.com/locations/kittery-maine>.



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

REPORT TO TOWN COUNCIL

Meeting Date: January 13, 2020
UPDATED: January 27, 2020
From: Kendra Amaral, Town Manager
Subject: Title 2 Amendments Various Positions
Councilor Sponsor: Chairperson Judy Spiller

OVERVIEW

The proposed amendments reflect the shift of the stormwater coordinator to Public Works Department and purpose of the role as it has evolved; and updates roles in the Administration Department to reflect current titles and responsibilities.

PROPOSED TITLE 2 REVISIONS

Public Works Inspector

With the approval of the FY20 budget the Shoreland/Environmental Resource Officer was shifted over to the Department of Public Works as a full-time role, and the part-time Assistant CEO/Shoreland Officer role was eliminated from Planning.

With the FY20 budget, the Shoreland/Environmental Resource Officer position transitioned from being split between DPW and Planning to being wholly assigned to DPW. This role will continue to be focused on the Town's MS4 (stormwater) permit implementation, in addition to conducting inspections of public works and right-of-way related projects currently performed by the Commissioner and/or outside consultants. The role will also provide grant administration including coordinating MDOT and other state and federal funded public works projects. The grant administration duties were previously performed by a part-time employee who retired in 2018.

The Town's Code Enforcement Officer and Assistant Code Enforcement Officer are also Shoreland Officers. This expands our capacity for shoreland monitoring and enforcement while reducing costs.

Various Administrative Staff

The proposed amendments reflect changes in titles that correspond to existing duties and roles. Generally, the changes are in non-union positions held by single individuals.

The title of "Secretary" as used for an administrative assistant is highly dated and does not reflect the modern and progressive administrative organization of the Town. Additionally, the assistant to the Town Manager assumed the office management duties previously performed by the Town Clerk, and

has played a significant role in increasing the Town's communication efforts through the website, social media, and other platforms.

The Finance Director role was adjusted in 2019 to include "Assistant Town Manager" to recognize the existing responsibilities of the position and to attract the best possible candidates to the role.

The Human Resources Generalist role is being retitled to remain competitive in the market and ensure we can retain the talent we have in this position.

PROPOSED SOLUTION/RECOMMENDATION

Approve amendments as proposed.

ATTACHMENTS

- Proposed Title 2 Amendments – Various
- Proposed Enactment

TITLE 2 PERSONNEL POSITIONS UPDATE

Amend Title 2.4 to update titles and responsibilities as follows:

§ 2.4.1.8 ~~Secretary~~ Executive Assistant to the Town Manager.

The purpose of the position of ~~Secretary~~ Executive Assistant to the Town Manager is to provide ~~secretarial~~ and administrative support to the Town Manager, Finance Director/Assistant Town Manager, and Town Clerk, and to provide office management support for the Town Hall. This position reports to the Town Manager. Duties include, but are not limited to, ~~transcribing dictation; typing memorandums; assisting with agenda preparation and distribution;~~ coordinating the Town Manager's calendar; coordinating communications with public, maintaining the town's digital presence including the website and social media; maintaining supplies and office equipment for Town Hall, planning events and ceremonies, typing correspondence; assisting with agenda preparation and distribution; and performing additional tasks as assigned by the Town Manager. This position requires considerable discretion as many areas of work must remain confidential.

§ 2.4.1.9 **Finance Director/Assistant Town Manager.**

The purpose of the position of Finance Director/Assistant Town Manager is to direct and coordinate the financial, accounting, and administrative activities of the Town, to obtain optimum efficiency and economy of operations and maximize the financial soundness and integrity of the Town. The position also assists the Town Manager in the management of the Town operations and serves as Acting Town Manager when appointed by the Town Council. ~~n by performing the following duties personally or through subordinate supervisors.~~ This position reports to the Town Manager.

§ 2.4.1.12 **Human Resources** ~~Generalist~~ Manager.

The purpose of this position is to administer the human resources functions associated with all phases of the employment lifecycle. This position reports to the Finance Director. Duties include but are not limited to: assist departments with hiring processes; onboard new employees; administer employee benefits; ensure the Town is compliant with federal, state, and local employment-related reporting and documentation; advise or assist employees with access to benefits; maintain personnel records; coordinate with payroll to ensure personnel changes are reported and processed properly; assist departments and employees with termination processes; and perform additional tasks as directed by the Finance Director.

Delete 2.4.1.10 Shoreland/Environmental Resource Office and replace with Public Works Inspector as follows:

~~§ 2.4.1.10 Shoreland/Environmental Resource Officer.~~

~~Purpose of the position. The Shoreland/Environmental Resource Officer position is responsible for assisting Public Works, Sewer and Code Enforcement Departments in meeting the various requirements of local/state/federal laws and educating the citizens, students, visitors and businesses on a range of environmental topics relating to eliminating all discharges to air, land or water that are a threat to our current and future generations of Kittery. This position reports to the Town Manager.~~

2.4.7.5 Public Works Inspector.

The purpose of this position is to assist with planning, coordinating, and inspecting for compliance and quality, various public works projects and development projects related to stormwater management, right-of-ways, engineering review, safety training and grant administration. This position will serve as the MS4 program manager This position reports to the Commissioner of Public Works or designee.

41 Amend § 2.5.1 Enumeration of positions as follows:

| Section | Position | Established By |
|-----------------------|---|--|
| Administration | | |
| 2.4.1.8 | Secretary <u>Executive Assistant</u> to the Town Manager | Council |
| 2.4.1.9 | Finance Director/ <u>Assistant Town Manager</u> | Council |
| 2.4.1.10 | Shoreland/Environmental Resource Officer | Council |
| 2.4.1.11 | Harbormaster | Kittery Port Authority <u>Council</u> |
| 2.4.1.12 | Human Resources Generalist <u>Manager</u> | Council |
| Public Works | | |
| <u>2.4.7.5</u> | <u>Public Works Inspector</u> | <u>Union contract</u> |

KITTERY TOWN CODE
TITLE 2
PERSONNEL POSITIONS - VARIOUS

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

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

WHEREAS, the Town Council seeks to reflect changes in various positions in the administration and public works to reflect evolving needs, market trends, and local expectations;

NOW THEREFORE, IN ACCORDANCE WITH TITLES 30-A MRS §3001 AND TOWN CHARTER §2.14, THE TOWN OF KITTERY HEREBY ORDAINS AMENDMENT TO TITLE 2 OF THE TOWN CODE, AS PRESENTED.

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

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

Attest: {NAME}, _____ Town Clerk

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

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

PRESENT LICENSE EXPIRES: NEW

NEW application: ☒ Yes ☐ No

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection (New Licensees/ Ownership Changes Only) Date : 3/10/2020 Business hours: 7a-2p F-T

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- ☒ RESTAURANT (Class I,II,III,IV) ☐ RESTAURANT/LOUNGE (Class XI) ☐ CLASS A LOUNGE (Class X)
☐ HOTEL (Class I,II,III,IV) ☐ HOTEL, FOOD OPTIONAL (Class I-A) ☐ BED & BREAKFAST (Class V)
☐ GOLF COURSE (Class I,II,III,IV) ☐ TAVERN (Class IV) ☐ QUALIFIED CATERING
☐ OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

| | | | |
|--|--|---|--|
| Corporation Name: <u>Sunrise Grill Inc</u> | | Business Name (D/B/A) <u>Sunrise Grill</u> | |
| APPLICANT(S) –(Sole Proprietor) <u>MARTIN CONNOR</u> | | DOB: <u>07/04/1965</u> | |
| Physical Location: <u>182 State RD</u> | | City/Town State Zip Code <u>Kittery ME 03904</u> | |
| Address <u>182 State RD</u> | | Mailing Address <u>182 State RD</u> | |
| City/Town State Zip Code <u>Kittery ME 03904</u> | | City/Town State Zip Code <u>Kittery ME 03904</u> | |
| Telephone Number <u>207 450 5239</u> | | Fax Number <u>207-439-5748</u> | |
| Business Telephone Number <u>207-439-5748</u> | | Fax Number | |
| Federal I.D. # <u>820 544 902</u> | | Seller Certificate #: or Sales Tax #: <u>1068098</u> | |
| Email Address: Please Print <u>Sunrisegrill92@Gmail.com</u> | | Website: <u>Sunrisegrillinc.com</u> | |

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license:
 ROOMS \$ _____ FOOD \$ 549,000.00 LIQUOR \$ _____
- Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒

5. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

License # _____ Name of Business _____

Physical Location _____

City / Town _____

6. If manager is to be employed, give name: MARTIN P CONNOR

7. Business records are located at: 182 State Rd Rittery ME 03904

8. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐

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

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

| Full Name (Please Print) | DOB | Place of Birth |
|--------------------------|------------|----------------|
| MARTIN P CONNOR | 07/04/1965 | Lynn, MA. |
| | | |
| | | |

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

| | | |
|-----------------------|-------------------------|-------------|
| Name: MARTIN P CONNOR | City: 11 ESSEX ST DOVER | State: N.H. |
| Name: | City: | State: |
| Name: | City: | State: |

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

Name: MARTIN P CONNOR Date of Conviction: 1999

Offense: DWI .. Location: MA.

Disposition: Loss License (use additional sheet(s) if necessary)

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

Yes ☐ No ☒ If Yes, give name: _____

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

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

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) 70 Seat
Breakfast - Lunch Restaurant / Full Service / Open 7am-2pm F-Tu

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

YES ☒ NO ☐ Applied for: _____

18. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? ST. Raphaels Church / 1.2 miles

Which of the above is nearest? _____

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

If YES, give details: _____

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

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

Dated at: Kithery ME on Jan 14, 20 20
Town/City, State Date

Martin P Connor
Signature of Applicant or Corporate Officer(s)

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

MARTIN P CONNOR

Print Name

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)..... \$ 10.00

Class I Spirituous, Vinous and Malt \$ 900.00

CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only) \$1,100.00

CLASS I-A: Hotels only that do not serve three meals a day.

Class II Spirituous Only \$ 550.00

CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

Class III Vinous Only \$ 220.00

CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class IV Malt Liquor Only \$ 220.00

CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

Class III & IV Malt & Vinous Only \$ 440.00

CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) \$ 495.00

CLASS V: Clubs without catering privileges.

Class X Spirituous, Vinous and Malt – Class A Lounge \$2,200.00

CLASS X: Class A Lounge

Class XI Spirituous, Vinous and Malt – Restaurant Lounge \$1,500.00

CLASS XI: Restaurant/Lounge; and OTB.

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer. All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

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

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

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008 (Regular address)

10 Water Street, Hallowell, ME 04347 (Overnight address)

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

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

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending

renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD) .]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (AMD) .]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]

[1995, c. 140, §6 (AMD) .]

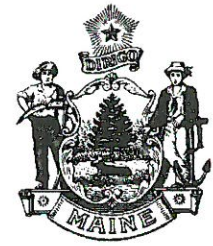
4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF).]

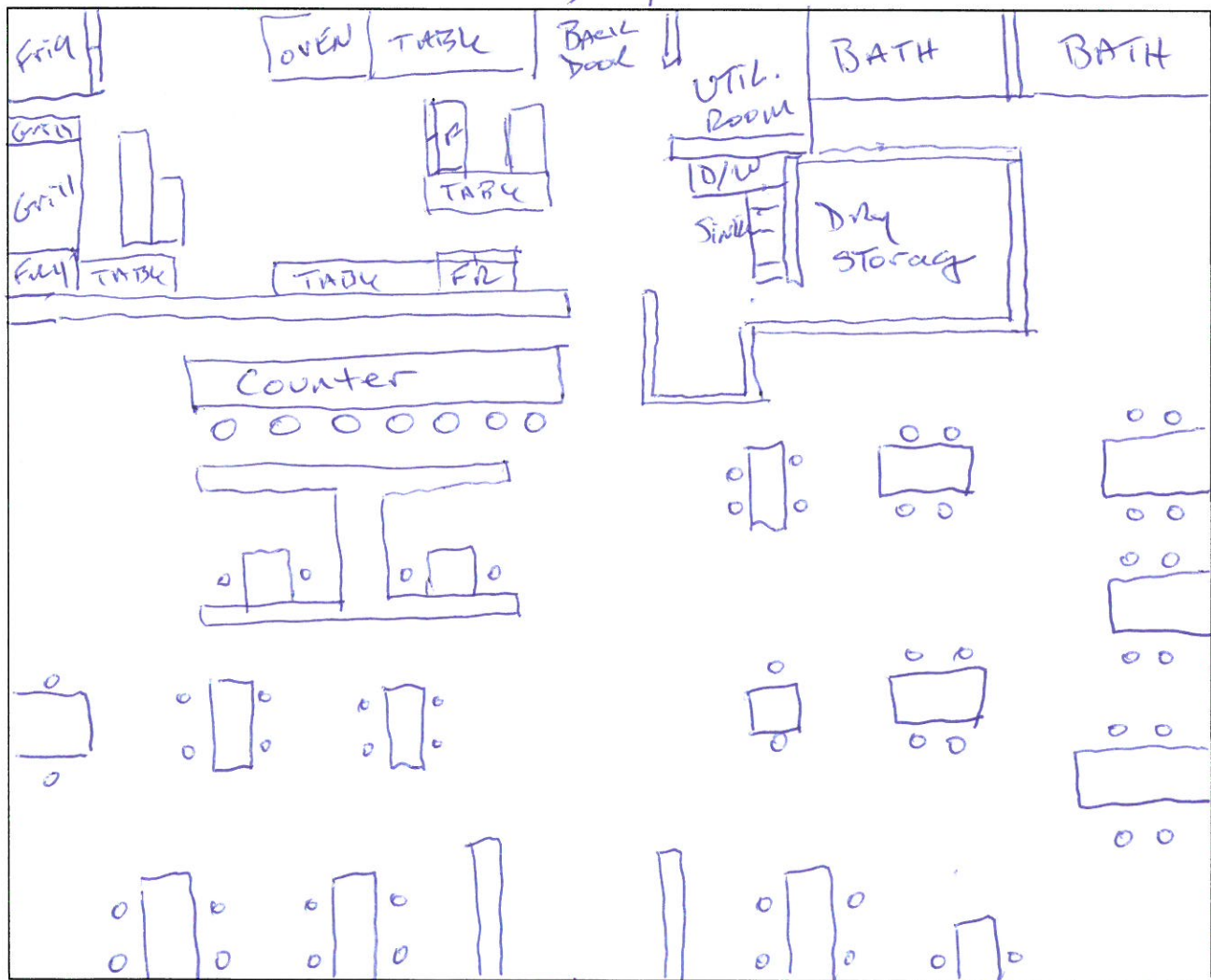
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



ON PREMISE DIAGRAM (Facility Drawing/ Floor Plan)

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas with the following: • **Entrances** • **Office area** • **Kitchen** • **Storage Areas** • **Dining Rooms** • **Lounges** • **Function Rooms** • **Restrooms** • **Decks** • **All Inside and Outside areas that you are requesting approval.**





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: Sunrise Grill Inc.
2. Doing Business As, if any: Sunrise Grill
3. Date of filing with Secretary of State: 4/12/2002 State in which you are formed: MAINE
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

| NAME | ADDRESS (5 YEARS) | Date of Birth | TITLE | Ownership % |
|-----------------|----------------------------------|---------------|-----------|-------------|
| MARTIN P CONNOR | 11 ESSEX ST DOVER NH 03820 | 7/4/1945 | President | 100 |
| | | | | |
| | | | | |
| | | | | |

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

7. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States? ☒ Yes ☐ No

8. If Yes to Question 7, please complete the following: (attached additional sheets as needed)

Name: MARTIN P CONNOR.

Date of Conviction: 1999

Offense: DWI

Location of Conviction: MA.

Disposition: LOSS License

Signature:

Mart P Connor

Signature of Owner or Corporate Officer

Jan 14, 2020

Date

MARTIN P CONNOR.

Print Name of Owner or Corporate Officer

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

Kittery Town Council UN - APPROVED Minutes
April 22, 2019
Regular Meeting
Town Hall – Council Chambers
WORKSHOP
Kittery Athletic Field Improvement Committee Workshop 5:00pm

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call

Members present: Councilor Charles Denault, Jeffrey Pelletier, Jeffrey Thomson, Cyrus Clark Kenneth Lemont, Vice Chair Matt Brock & Chair Judith Spiller.

5. Agenda Amendment and Adoption

i. Chair Spiller moved the appointment of Deborah Driscoll to the Kittery Climate Adaptation Committee Business Representative.

6. Town Manager's Report

Town Manager reported on: Shared Dispatch Services, Financial Report FY2019, Annual Goal Report, and Fort Foster Path Repair. Upcoming dates Library Design Workshop April 24, 2019 6 p.m., Kittery Community Center, and Drug Take-Back Day April 27, 10 a.m. – 2 p.m., Kittery Police Department.

7. Acceptance of Previous Minutes- None
8. Interviews for the Board of Appeals and Planning Board -None
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.

(040219-1) The Kittery Town Council moves to receive a presentation by Jessa Kellogg, Shoreland Resource Officer/Stormwater Coordinator and Kristie Rabasca from Integrates Environmental Engineering on the MS4 Permit for Stormwater Discharges.

Kristie Rabasca presented the presentation. Jessa Kellogg did not attend. Vice Chair Brock and Kristie Rabasca discussed the presentation.

10. PUBLIC HEARINGS

(040219-2) The Kittery Town Council moves to hold a public hearing for a New Victualer's License application for El Grand Rodeo, 230 US Route 1 Bypass Kittery, Maine.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

(040219-3) The Kittery Town Council moves to hold a public hearing for a New Victualer's License application for LoveBird's Donuts 450 US Route 1 Kittery, Maine.

Moved Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

Discussion between Town Councilor and Town Manager in regards to special permit violations for said establishment.

Councilor Thomson moved for an Amendment to his motion, seconded by Councilor Pelletier.

Councilor Denault, Councilor Lemont, Councilor Thomson, Councilor Clark, and Vice Chair Brock vote to approved

Chair Spiller and Councilor Pelletier voted no.

Motion Carried 5-2-0

(040219-4) The Kittery Town Council moves to hold a public hearing regarding Title1-KPA Fines.

Town Manager discussed.

Moved by Councilor Thomson, seconded by Councilor Pelletier.

Motion Carried 7-0-0

11. DISCUSSION

- a. Discussion by members of the public (three minutes per person) - None
- b. Response to public comment directed to a particular Councilor - None
- c. Chairperson's response to public comments-None

12. UNFINISHED BUSINESS -None

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.

(040219-5) The Kittery Town Council moves to accept donations in the amount of \$4,370 to be deposited into the Thresher Memorial Fund.

Moved by Councilor Thomson, seconded by Councilor Denault

Motion Carried 7-0-0

- John Pearson & Elinor Lamson
- Perry Plumbing & Heating, Inc.
- Terence Malloy
- Randall and Sharen Spratt
- Bib and Karen Longcrier

- David and Carol Ogilvie
- Arnold and Catherine Harrison
- Walter Allen
- John Robbins and Shaye McGann
- Michael Fiandaca
- Thomas and Pamela Clairmont
- Two Sons, LLC
- Anne and Steven Barton
- Patricia and Vaughn Kailian
- Bob McGinness
- H. Lauren Gallant
- Irene and David Couture
- Sophia Scontras
- William and Constance Parsons
- Alalia and Frederick Thaler
- Richard and Suzanne Bicknell
- Gail Tanner
- Alfred and Cynthia Benton
- Lorraine Wheeler-Salt River Farm
- The Fabulous Find

- b. (040219-6) The Kittery Town Council moves to approve the disbursement warrants.

Moved by Councilor Thomson, seconded by Councilor Pelletier all Councilors approve.

Motion Carried- 7-0-0

- c. (040219-7) The Kittery Town Council moves to schedule a public hearing for May 29, 2019 for Title 8 E-911 Street naming.

Moved by Councilor Thomson, seconded by Councilor Pelletier

Motion Carried- 7-0-0

- d. (040219-8) The Kittery Town Council moves to approve a request from the Veterans of Foreign Wars, Kittery/Eliot Memorial Post 9394 to hold their Memorial Day Parade and Ceremonies on May 25, 2019.

Moved by Councilor Thomson, seconded by Councilor Pelletier

Motion Carries 7-0-0

- e. (040219-9) The Kittery Town Council moves to approve a request from the National Multiple Sclerosis Society, Greater New England Market, Bike MS event. Their cyclists will be biking through Kittery, Saturday, August 24, 2019.

Moved by Councilor Denault, seconded by Councilor Pelletier

Motion Carried 7-0-0

- f. (040219-10) The Kittery Town Council moves to approve a renewal Liquor License application from Anju Noodle Bar 7 Wallingford Square Unit 102, Kittery.

Enclosed in your packet is a copy of the license.

Moved by Councilor Thomson, seconded by Councilor Pelletier.
Motion Carried- 7-0-0

- g. (040219-11) The Kittery Town Council moves to appropriate \$50,000 of Unassigned Funds in accordance with Warrant Article 7, approved on June 12, 2018 for the LED Street Lighting conversion project.

Town Manager discussed with Town Council

Move by Councilor Denault, seconded by Councilor Pelletier
Motion Carried 7-0-0

- h. (040119-12) The Kittery Town Council moves approve the Emergency Management Plan.

Moved by Councilor Denault, seconded by Councilor Pelletier.

Fire Department Chief David O'Brien discussed with Town Council

Motion Carried 7-0-0

- i. Kittery Town Councilor moves the appointment of Deborah Driscoll to the Kittery Climate Adaptation Committee Business Representative.

Moved by Councilor Thomson, seconded by Councilor Pelletier

Councilor Denault and Chair Spiller discuss.
Motion Carried 7-0-0

14. COUNCILOR ISSUES OR COMMENTS

Vice Chair Brock discussed Green space in Kittery Foreside.

Councilor Denault discussed Earth Day, lost dog on Litchfield and Picott Road as well as Riley Way, and the passing of Carl Dawson and former Kittery Police Officer Ronald Vermette. Recognizing the Kittery Color Guard for attending Ronald Vermette's funeral Chief Robert Richter, Sargent Gary Eaton, Detective Brian Cummer, Officer Zach Harmon, Officer Ben Cyr, and Officer Greg Caldwell.

15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson

Chair Spiller discussed the lights on Government and State, as well as Walker and State traffic still turning into the crosswalk, Earth Day, speeding on 103, and Public Hearing on May 6, 2019 at 6 p.m. on the Town and School Budget.

b. Committee Reports - None

16. EXECUTIVE SESSION - None

17. ADJOURNMENT

Moved by Councilor Thomson, seconded by Councilor Pelletier, all were in favor.

Submitted by Kim Tackett

Disclaimer: The following minutes constitute the author's understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website at <http://www.townhallstreams.com/locations/kittery-maine>.

VENDOR: KITTEY COMMUNITY CENTER YORK HOSPITAL

INVOICE NO. DEC 2019 INVOICE DATE // INVOICE AMOUNT 10,000.00

NET CHECK AMOUNT 0,000.00

Please deposited into

5003 - 43600

York Hospital account

Town council
agenda

1576000

MAKE YORK HOSPITAL

Council Approval needed
York Hospital scholarship check
Deposited in 5003-Account

CHECK NO. 062243 CHECK DATE 01/06/20 VENDOR NO. 61517

Kennebunk Savings Bank



York Hospital
15 HOSPITAL DRIVE
YORK, MAINE 03909

CHECK NO. 062243

52-7445/2112
CHECK AMOUNT
10,000.00

PAY TO THE ORDER OF

Ten Thousand And 00/100 Dollars
KITTEY COMMUNITY CENTER
120 ROGERS ROAD
KITTEY, ME 03904



[Signature] MP

TWO SIGNATURES REQUIRED FOR AMOUNTS OVER \$5000

VOID AFTER 180 DAYS

SECURITY FEATURES INCLUDED. DETAILS ON BACK.



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

| Division Use Only | |
|--|-----|
| License No: | |
| Class: | By: |
| Deposit Date: | |
| Amt. Deposited: | |
| Payment Type: | |
| OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/> | |

Section I: Licensee/Applicant(s) Information; Type of License and Status

| | |
|--|--|
| Legal Business Entity Applicant Name (corporation, LLC): 275 ROUTE 1, LLC | Business Name (D/B/A): HAMPTON INN & SUITES KITTERY |
| Individual or Sole Proprietor Applicant Name(s): | Physical Location: 275 ROUTE 1, KITTERY, MAINE 0390 |
| Individual or Sole Proprietor Applicant Name(s): | Mailing address, if different: 1000 MARKET ST, PORTSMOUTH, NH 03801 |
| Mailing address, if different from DBA address: 1000 MARKET ST., PORTSMOUTH, NH 03801 | Email Address: CAREN.PRATT@PCFSI.COM |
| Telephone # Fax #: 603-559-2167 | Business Telephone # Fax #: 207-439-0751 |
| Federal Tax Identification Number: 47-1865218 | Maine Seller Certificate # or Sales Tax #: 1196108 |
| Retail Beverage Alcohol Dealers Permit: | Website address: |

1. New license or renewal of existing license? ☐ New ☒ Renewal

If a renewal, please provide the following information:

Your current license expiration date: 04/04/2020

The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: _____ Beer, Wine or Spirits: _____ Guest Rooms: \$ 2,383,766.00

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

3. Indicate the type of license applying for: (choose only one)

- | | | |
|---|--|---|
| <input type="checkbox"/> Restaurant (Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge (Class XI) | <input type="checkbox"/> Class A Lounge (Class X) |
| <input type="checkbox"/> Hotel (Class I, II, III, IV) | <input checked="" type="checkbox"/> Hotel – Food Optional (Class I-A) | <input type="checkbox"/> Bed & Breakfast (Class V) |
| <input type="checkbox"/> Golf Course with auxiliary and mobile cart options (Class I, II, III, IV) | | <input type="checkbox"/> Tavern (Class IV) |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |
| <input type="checkbox"/> Other: _____ | | |

Refer to Section V for the License Fee Schedule

4. If application is for a **new** license or the business is under new ownership, indicate starting date:

5. Business records are located at the following address:

1000 MARKET STREET, BUILDING ONE, PORTSMOUTH, NH 03801

6. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If **Yes**, complete Section VII at the end of this application

7. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

| Name of Business | License Number | Complete Physical Address |
|------------------|----------------|---------------------------|
| | | |
| | | |

8. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

| Full Name | DOB | Place of Birth |
|---|------------|----------------|
| REID REMILLARD | 01/03/1991 | Nashua, NH |
| 1465 Hooksett Road, Apt 177, Hooksett, NH 03106 | | |
| | | |
| | | |
| Residence address on all the above for previous 5 years | | |
| Name | Address: | |
| Name | Address: | |
| Name | Address: | |
| Name | Address: | |

9. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No
10. Is the licensee/applicant(s) a resident of the State of Maine? ☐ Yes ☒ No
11. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?
- ☐ Yes ☒ No
- ☐ Not applicable – licensee/applicant(s) is a sole proprietor
12. Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine? ☐ Yes ☒ No
13. Will any law enforcement officer directly benefit financially from this license, if issued?
- ☐ Yes ☒ No

If **Yes**, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____
Offense: _____ Location: _____
Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____
Offense: _____ Location: _____
Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☐ Yes ☒ No

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: 83

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

83 Room Hotel including any and all banquet/function space

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

Name: CHURCH


Distance: 1

Section II: Signature; Fee; Delivery of application

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: Jan 7, 2020


Signature of Duly Authorized Person*

Signature of Duly Authorized Person*

Daniel Plummer
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

*The person signing this application must appear in Section VII on this application.

Section III: For use by Municipal Officers and County Commissioners only
Approval of an application for an on-premises liquor license

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application on this date: _____.

Check only one: ☐ City ☐ Town ☐ Unorganized Territory

Name of City/Town/Unorganized Territory: _____

Who is approving this application? ☐ Municipal Officers
 ☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

| Signature of Officials | Printed Name and Title |
|------------------------|------------------------|
| | |
| | |
| | |
| | |
| | |

This Approval Expires in 60 Days

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

| Class of License | Type of liquor/Establishments included | Fee |
|------------------------------|--|------------|
| Class I | For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers | \$ 900.00 |
| Class I-A | For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day. | \$1,100.00 |
| Class II | For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels. | \$ 550.00 |
| Class III | For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts. | \$ 220.00 |
| Class IV | For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts. | \$ 220.00 |
| Class III and IV | For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts. | \$ 440.00 |
| Class V | For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges. | \$ 495.00 |
| Class X | For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge | \$2,200.00 |
| Class XI | For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge | \$1,500.00 |
| Self-Sponsored Events | This class is for Qualified Caterers Only | \$ 700.00 |

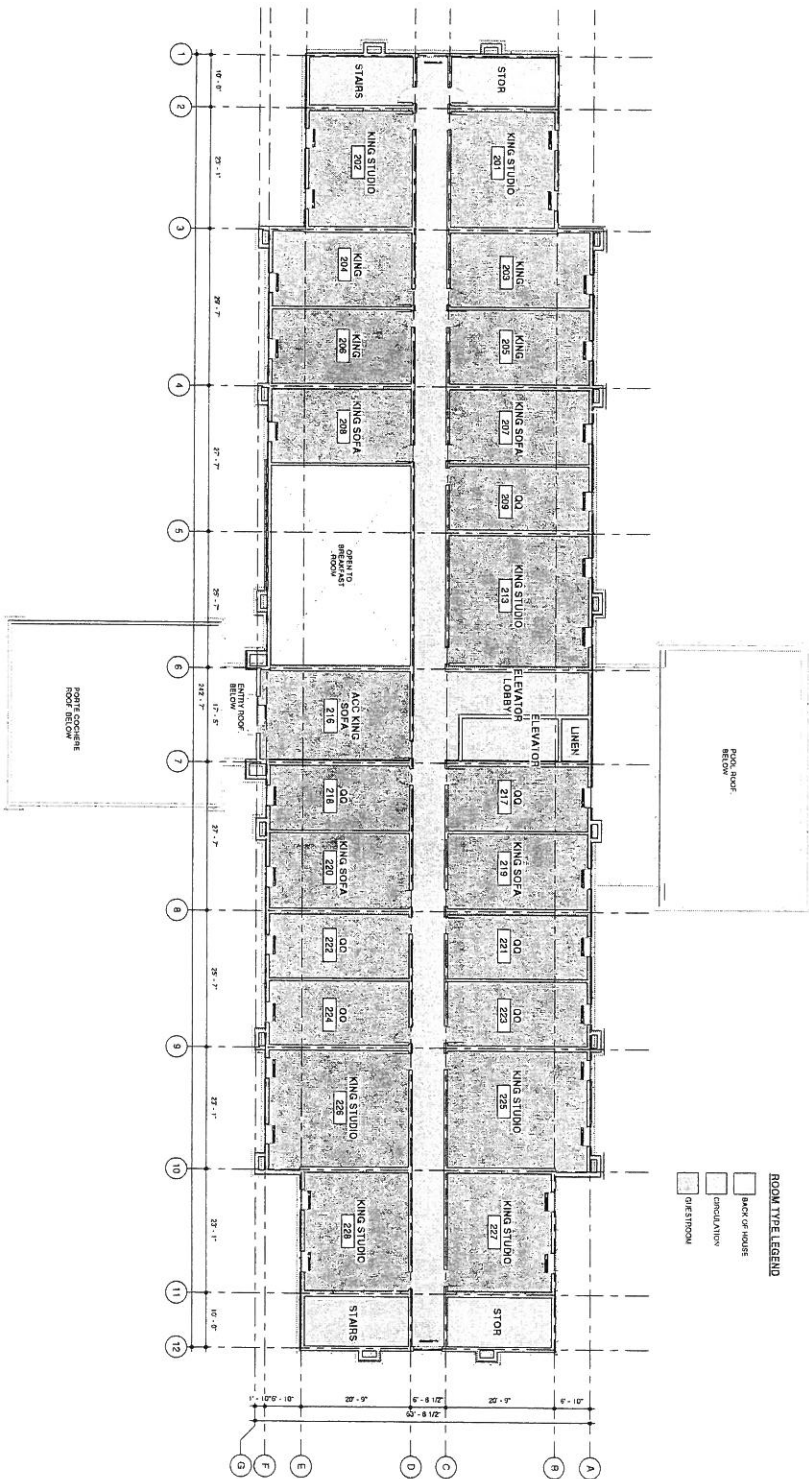
Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

See Attached

A1 SECOND FLOOR PLAN
202' x 110'



ROOM TYPE LEGEND

- BACK OF HOUSE
- CIRCULATION
- GUESTROOM



HAMPTON INN & SUITES

271 US ROUTE 1, KENTON, MI 48034

Project Owner:

TWO INTERNATIONAL GROUP

290 INTERNATIONAL DRIVE, SUITE 140
PORTLAND, ME 04101

Architect:



BMA

Architectural Group

13 Middle Street, Suite 200
Portland, ME 04101
TEL: 603.673.1981 FAX: 603.673.1185
www.bma-world.com

NOT APPROVED FOR CONSTRUCTION

BMA CONSULTANT
These plans are copyrighted and are subject to the terms and conditions of the BMA Professional Services Agreement, dated 1/15/01, as amended December 1999 and December 2001. The BMA Professional Services Agreement is a legal document and its terms and conditions govern the relationship between BMA and the Client. The BMA Professional Services Agreement is available upon request to the Client. The BMA Professional Services Agreement is a legal document and its terms and conditions govern the relationship between BMA and the Client. The BMA Professional Services Agreement is available upon request to the Client.

REVISIONS

| NO. | DATE | DESCRIPTION |
|-----|------|-------------|
| 1 | 2002 | 2002 |
| 2 | 2002 | 2002 |
| 3 | 2002 | 2002 |
| 4 | 2002 | 2002 |
| 5 | 2002 | 2002 |
| 6 | 2002 | 2002 |
| 7 | 2002 | 2002 |
| 8 | 2002 | 2002 |
| 9 | 2002 | 2002 |
| 10 | 2002 | 2002 |
| 11 | 2002 | 2002 |
| 12 | 2002 | 2002 |

Drawing Title

SECOND FLOOR PLAN

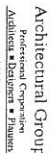
A-102

DATE: 29 JANUARY 2002



Project Director:

GROUP



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CONSTRUCTION

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| Member: | 25 |
| By: | Auth |
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| PLANNING BOARD SUBMITTA | |

THIRD AND FOURTH
FLOOR
ARCHITECTURAL
PLANS

A-103
23 JUL Y 2011



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: 275 Route 1, LLC
2. Doing Business As, if any: Hampton Inn & Suites Kittery
3. Date of filing with Secretary of State: 09/10/2014 State in which you are formed: NH
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:
10/15/2015
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

| Name | Address (5 Years) | Date of Birth | Title | Percentage of Ownership |
|------|-------------------|---------------|-------|-------------------------|
| | see attachment | | | |
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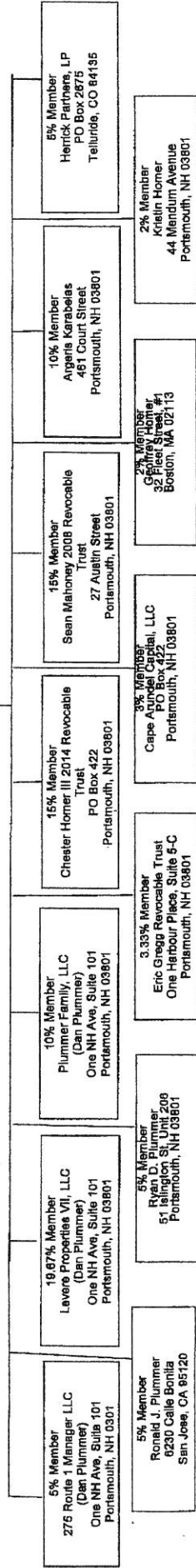
(Ownership in non-publicly traded companies must add up to 100%.)

Hampton Inn Kittery
275 Route 1
Kittery, Maine 03904

Majority Control Owner/Contact Person:

Daniel L. Plummer
D.O.B.: 12/3/1949
Address: One Harbour Place, Suite 5-B
Portsmouth, NH 03801

100% Owner
275 Route 1, LLC
New Hampshire LLC formed on 09/10/2014
Authorized to do business in Maine on 10/16/2015
Federal Identification Number: 47-1885218
Sales Tax Number: 1186108
Managing Member: 275 Route 1 Manager, LLC
Manager: Daniel L. Plummer



Karen Estee

From: Kendra Amaral
Sent: Friday, January 24, 2020 7:41 AM
To: Judy Spiller-Personal
Cc: Karen Estee
Subject: FW: Souper Bowl of Caring at Transfer Station
Attachments: Playbook_2020.jpg; Playbook_2020 (2).jpg

Hi Judy,

We received the below request from Peggy last night for a toll road at the KRRF. The only meeting between now and their desired date is this Monday. For the Council to consider this, an agenda amendment would be required on Monday evening.

Would you be willing to accept an amendment to consider this matter?

Thank you,
Kendra

From: Peggy Meyers <peg_meyers@hotmail.com>
Sent: Thursday, January 23, 2020 10:10 PM
To: Kendra Amaral <KAmaral@kitteryme.org>; Suzanne Esposito <SEsposito@kitteryme.org>
Subject: Souper Bowl of Caring at Transfer Station

Hi Kendra,

The Kittery Cub Scout Pack 316 will be participating in the Souper Bowl of Caring transforming the big game into a nation-wide movement inspiring people to give locally and make a collective impact on hunger. The Souper Bowl of Caring is a national youth-led movement working in their own communities at the time of the Big Super Bowl football game to fight hunger and poverty. All monies and food collected will stay right in our community. We report our total to the Souper Bowl of Caring to see the collective impact of many small acts of kindness. Just think, "what if everyone watching the big game gave just one dollar or one can of food to those in need in our community?"

The Cub Scouts are asking for permission to set up a collection "toll" station at the transfer station on Saturday, February 1st to benefit Footprints Food Pantry. They would be standing in their Scouting uniforms with soup pots with the Souper Bowl of Caring Logo on it to collect monetary donations. Prior to the event, they will post a few posters around town, which we could provide to you on Monday for approval.

Attached is the "playbook" which the Scouts are following for more information.

Sincerely,
Peggy Meyers
Cub Master Pack 316, Kittery
603-969-4228