



TOWN OF KITTERY

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

WORK SHOP - DOGS
Council Chambers – 5:00p.m.

August 12, 2019

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

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. (080119-1) The Kittery Town Council moves to hold a public hearing for Title 16-A-Frames.
 - b. (080119-2) The Kittery Town Council moves to hold a public hearing on the Town Zoning Map.
 - c. (080119-3) The Kittery Town Council moves to hold a public hearing on placing a Bond Referendum for the Rice Public Library on the Municipal Ballot.
 - d. (080119-4) The Kittery Town Council moves to hold a public hearing for an Ordinance to Authorize the Issuance of General Bonds.
 - e. (080119-5) The Kittery Town Council moves to hold public hearing in accordance with Sec.6.09(4) of the Kittery Town Charter to transfer appropriations between accounts and carry forward requests.
 - f. (080119-6) The Kittery Town Council moves to hold a public hearing to approve a New Victualer's License application for Mainely Hotdogs Mobile Truck located at 230 Route 1 Bypass, Kittery.

- g. (080119-7) The Kittery Town Council moves to hold a public hearing to approve a New Victualer's License application for Pressed for Time Mobile Truck located at 230 Route 1 Bypass, Kittery.

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

13. NEW BUSINESS

- a. Donations/gifts received for Council disposition.

(080119-8) The Kittery Town Council moves to receive a donation in the amount of \$300.00 from Kennebunk Savings Bank to be deposited into Eyes of the World Discovery Garden Fund.

(080119-9) The Kittery Town Council moves to receive a donation in the amount of \$700.00 from Robert and Sylvia Carpenter to be deposited into the Kid's Adventure Camp.

(080119-10) The Kittery Town Council moves to receive a donation in the amount of \$250.00 from Donald and Nicole Kerr to be deposited into the Thresher Memorial Fund.

- b. (080119-11) The Kittery Town Council moves to approve the disbursement warrants.
- c. (080119-12) The Kittery Town Council moves to approve a request from The Wildcat Girls Ice Hockey Association, to fund raise at the Kittery Resource Recovery Facility, on Saturday August 17, 2019 from 9:00am to 5:00pm.
- d. (080119-13) The Kittery Town Council moves to approve a request from Fuel & More to hang a banner across Roger's Road from October 1 through October 20 to advertise their annual fundraising event.
- e. (080119-14) The Kittery Town Council moves to schedule a Public Hearing for Title 10 - 4 Way Stop Signs.
- f. (080119-15) The Kittery Town Council moves to appoint a representative to meet with the Chair of Kittery Community Center to interview Jan Lamont-Rodonets for appointment to that board.
- g. (080119-16) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Kittery Port Authority to interview John McCollett for appointment to that board.
- h. (080119-17) The Kittery Town Council moves to appoint a designee of the Port Authority to meet with Kelly Philbrick to interview her for her reappointment to the Port Authority.

- i. (080119-18) the Kittery Town Council moves to approve an application for a Special Activity Amusement permit for Tributary Brewing Co., 10 Shapleigh Road Kittery, to hold two events as submitted. Saturday September 7, 12pm-8pm and Saturday October 26, 12pm-7pm.

14. COUNCILOR ISSUES OR COMMENTS

15. COMMITTEE AND OTHER REPORTS

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

16. EXECUTIVE SESSION

17. ADJOURNMENT

Posted: August 8, 2019



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 August 12, 2019

1. **John Paul Jones Park** – The State executed the transfer of John Paul Jones park on July 23rd. The transfer documents were reviewed by Town Attorney, Duncan McEachern prior to execution. The Town of Kittery is now the owner of the park.
2. **Railroad Rails** – Councilor Thomson requested additional information about railroad ties near the Water District. Superintendent Mike Rogers of the Kittery Water District reported that the railroad ties were neatly stacked by his team, with permission from Pan Am Railroads. Pan Am donated a number of the ties to WILSSA for the reconstruction of the marine rail, and to the KWD for their use.
3. **Meeting Videos on Facebook** – We are pleased to share that you can now watch broadcast meetings such as Council, Planning Board, School Committee, Board of Appeals, and KPA on Facebook. The meetings can be watched live online from individual Facebook profiles, rather than having to go to the Town's website. The Facebook page is not a forum page, comments are prohibited and the page is not curated. There is an email address to use if there are technical difficulties with the video. Visit [KitteryChannel22](#) on Facebook.
4. **Comp Plan Implementation Report** – Please see attached.
5. **Annual Goals Update** – Please see attached.
6. **Stars and Stripes from Decommissioned Thresher Flags** – Councilor Denault requested we look into presenting donors with the stars from the decommissioned flags used at the Thresher Memorial. We have confirmed with our vendor that they do not provide this service. We are currently inquiring as to whether they can remove the star panel and return it, when a flag is decommissioned.

We do not have the resources to cut out the stars once the panel or the whole flag is returned by the vendor. Volunteers will be needed to perform that final step of the process. Council assistance coordinating volunteers for this process will be needed.

7. **Dineen Contempt Hearing Update** – The last update provided on this matter was given in April. At that time the court date for the hearing, after multiple reschedules by the court, was scheduled for the first week of May. The hearing has been postponed again in May, June, and July. We have a new court date, August 12, and are hoping that the judge will hear the case. In the meantime, we continue to monitor the site and document the lack of compliance in preparation for the eventual hearing.

In an unrelated process, the Town has filed for quiet title on the property for unpaid taxes. Quiet title action was filed on this parcel and others in a similar situation. We are waiting for court action on those filings.

8. **Legion Pond** – Water samples are being collected from Legion Pond this month, and will include the

bloom material. A bathymetry survey (depth and silt) will be conducted this fall. These two efforts will provide much needed data on the algae and their micro environment. Staff are also investigating grant opportunities to conduct a watershed study focused on Legion Pond and the surrounding feeder wetlands. The study will identify the root causes of the water quality issues, and recommend solutions that address the contributing factors rather than the symptoms of the algae blooms.

9. **Deer Crossing Sign on Cutts** – We have a number of signs on order with our vendor, including the deer crossing sign requested by Councilor Denault for Cutts Road. Once received, the sign will be installed at a location that corresponds to the deer sightings.
10. **MaineDOT Workshop** – Maine DOT has agreed to meet with the Town Council at their first meeting in September for a workshop on major transportation needs for the area. This date was chosen based on my recommendation, considering the timing and other matters that were planned for the summer meetings. MDOT has been very responsive to the request and willing to work with the Town to have a productive conversation.
11. **Speed Limit Change Requests** - Included in the packet are two communications received from MDOT regarding speed reduction requests made in 2018. MDOT rejected the request to lower the speed on State Road from the Memorial Circle and Lewis Road. They agreed to a reduction on the northern portion of Haley Road and northern portion of Cutts Road. Please see attached for details.
12. **New Hires** – Please help me in congratulating the following staff on their promotions/new assignments. Each of these team members is perfectly suited to bring a high level of talent and skill to their new roles!

Karen Estee – Town Clerk

Craig Alfis – Code Enforcement Officer

Officer Robert Byrnes – Animal Control Officer/Parking Enforcement Officer

Deputy Town Clerk – Kim Tackett

Upcoming Dates:

- Free School Nutrition Summer Lunch – M-F through Aug 23, 12PM, Kittery Community Center
- Town and School Nomination Papers Due – August 19, Town Hall

Respectfully Submitted,



Kendra Amaral
Town Manager



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
REGION 1
P.O. BOX 358
SCARBOROUGH, MAINE 04070-0358

Janet T. Mills
GOVERNOR

Bruce A. Van Note
COMMISSIONER

July 29, 2019

Kendra Amaral, Manager
Town of Kittery
200 Rogers Road
Kittery, ME 03904

Dear Ms. Amaral:

Please be advised that the speed zones described in the attached memorandum for the following roadways have been approved: Cutts Road, Haley Road and Lewis Road.

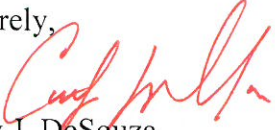
Within the next few weeks, MaineDOT personnel will conduct all the necessary changes in speed zoning along Haley Road by removing any old signage and installing the appropriate new signage associated with this change since this road is considered a "State-Aid" roadway. The official speed zone on the northerly end of Haley Road has been lowered from 35 MPH to 25 MPH, while the remainder of the speed zoning remains at 35 MPH (middle portion) & 25 MPH (on its southern end).

Regarding Cutts Road. Be advised that the official speed limit of 35 MPH remains unchanged for the majority of the roadway, with this 35 MPH speed zone being lowered on its northerly end only, to establish an official 25 MPH speed zone. Since this roadway is considered a "Town Way", it is the responsibility of the Town of Kittery to install and maintain all signage along this roadway. The Department is aware that the northern portion of this roadway is already posted at 25 MPH. It is requested at this time that the Town make the appropriate adjustments, where/if necessary, to all signage to accurately reflect these official speed zones.

Lastly, please be advised that upon completion of the speed zoning review on Lewis Road, it was determined that the existing speed zone of 40 MPH is appropriate for this type of roadway, and as such, no change in its speed zoning is warranted at this time. The Department is aware that this roadway is currently posted at 30 MPH, and it is considered a "Town Way". It is requested at this time that the Town make the appropriate changes to all speed zone signage along Lewis Road to accurately reflect the official speed zone of 40 MPH.

Should you have any questions regarding this matter or wish to discuss this in more detail, please feel free to contact Randy Illian, Southern Region Traffic Engineer, at 885-7000.

Sincerely,



Cathy J. DeSouza
Southern Region Assistant Traffic Engineer

CJD/cjd

attachment

cc: Chief Robert Richter
Town of Kittery
200 Rogers Road
Kittery, ME 03904
(w/ attachment)

David Rich, Commissioner
Kittery Public Works Department
200 Rogers Road
Kittery, ME 03904
(w/ attachment)

file

**STATE OF MAINE
INTRA-DEPARTMENTAL MEMORANDUM**

Date: June 11, 2019

To: David Bernhardt, Director of Maintenance & Operations

Department: Transportation

From: Stephen Landry, State Traffic Engineer

Department: Transportation

Subject: Speed Zoning - Cutts Road, Haley Road & Lewis Road - Kittery

☐ New

☒ ^{PART} Lower

☐ Raise

☒ ^{PART} No Change

☐ Adjustment

☐ Arterial

☐ Mobility Arterial

☐ Retrograde Arterial

☒ Other

Subject to your approval, the following ITEM is submitted for the Commissioner's Record:

ITEM: The Director of Maintenance and Operations concurred with a recommendation by the State Traffic Engineer that the following speed zoning be established on three roadways in the Town of Kittery as described below:

RESCIND: All Speed Zones.

ADOPT: Cutts Road (Town Way) - 35 MPH beginning at the junction with US Route 1 (Node 56534) and extending northerly to a point 0.27 miles beyond the junction with Old Cutts Road (Node 57035), a total distance of 0.72 miles, and

25 MPH beginning at a point 0.27 miles north of the junction with Old Cutts Road (Node 57035) and extending northerly to the junction with Betty Welch Road and Remicks Lane (Node 51589), a total distance of 0.20 miles.

Haley Road (State-Aid) - 25 MPH beginning at the junction with US Route 1 (Node 56533) and extending southerly to a point 0.50 miles beyond same (Node 56533), a total distance of 0.50 miles.

35 MPH beginning at a point 0.50 miles south of the junction with US Route 1 (Node 56533) and extending southerly to the junction with Bartlett Road (Node 55414), a total distance of 1.59 miles, and

25 MPH beginning at the junction with Bartlett Road (Node 55414) and extending southerly to the junction with State Route 103 (Node 55595), a total distance of 0.99 miles.

APPROVED BY
AWARDED BY
CONCURRED
NOTED

COMMISSIONER OF
TRANSPORTATION
7-11-19
DATE

REVIEWED AND
APPROVED BY

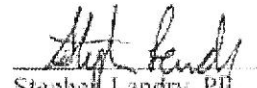
DIRECTOR, MAINTENANCE & OPERATIONS

(Date)

REVIEWED AND
APPROVED BY

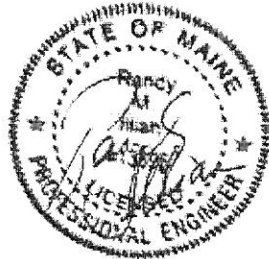
CHIEF, MAINE STATE POLICE

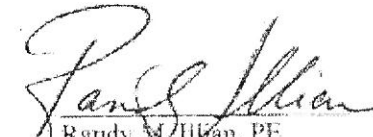
NO CHANGE: Lewis Road (Town Way) - 40 MPH beginning at the junction with US Route 1 (Node 56535) and extending southeasterly to the junction with Norton Road (Node 51583), a total distance of 1.03 miles.


Stephen Landry, PE
State Traffic Engineer

COMMENTS:

A request for a speed zoning review of three roadways in the Town of Kittery was submitted to this office. The three roadways are identified as Cutts Road, Haley Road and Lewis Road. According to MaineDOT records, the official speed zones are: Cutts Road - 35 MPH, Haley Road - 35 MPH & 25 MPH (north to south) and Lewis Road - 40 MPH. After conducting the reviews, the following is recommended: Cutts Road and Haley Road - lower the speed zone on the northern end of each roadway from 35 MPH to 25 MPH, with the rest of their speed zoning to remain unchanged, and Lewis Road - no change be made in the speed zoning at this time (it will remain at 40 MPH). This recommendation is based on engineering standards that include: 85th percentile, crash data, access points, test runs, municipal input and engineering judgment.

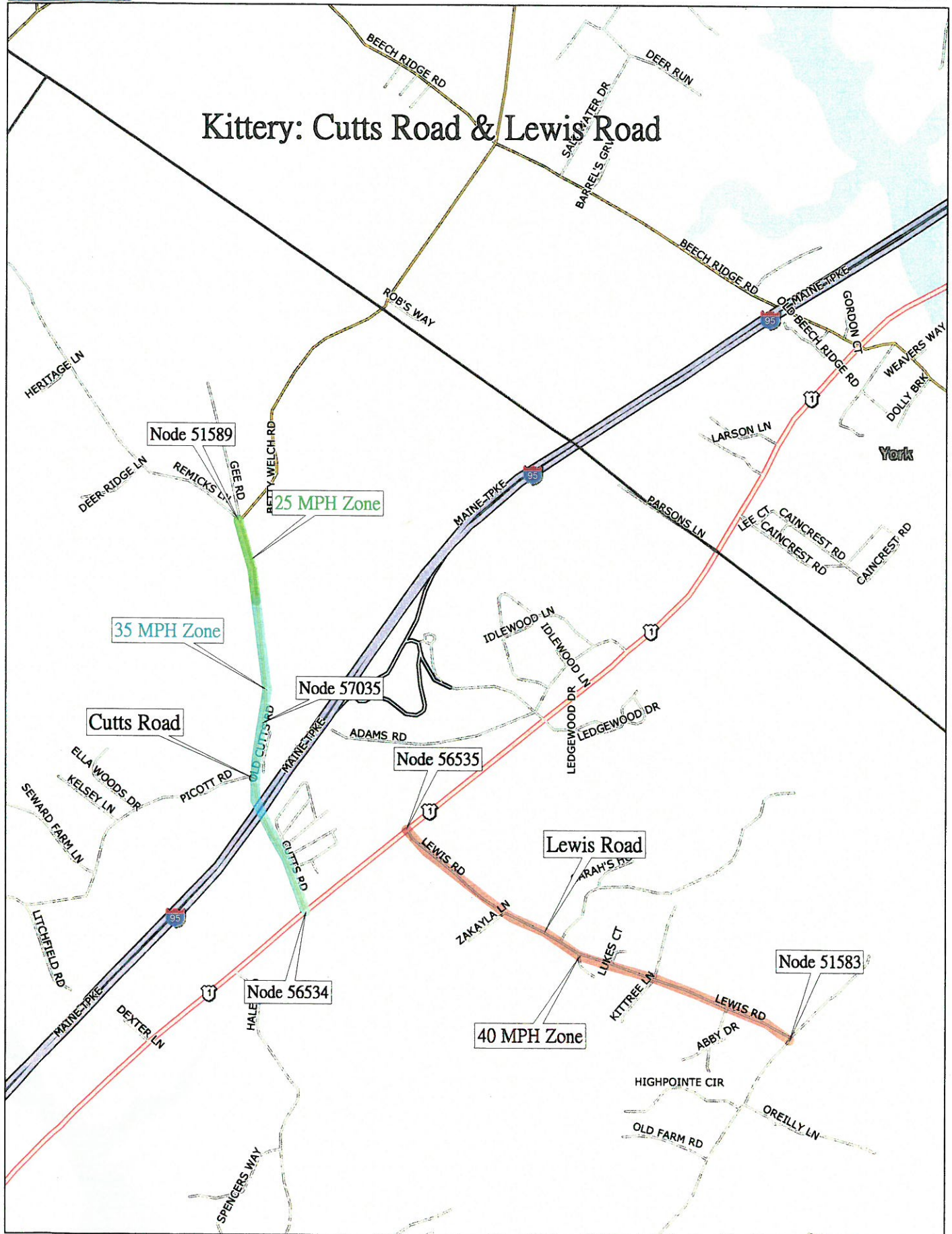



Randy M. Millan, PE
Region 1 Traffic Engineer
#13876

cc: file

APPROVED BY ✓
AWARDED BY
CONCURRED
NOTED
COMMISSIONER OF
TRANSPORTATION
7-17-17
DATE

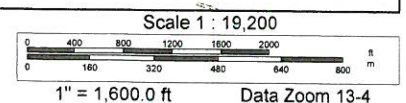
Kittery: Cutts Road & Lewis Road



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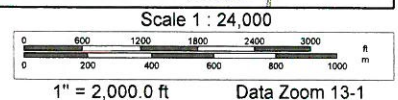
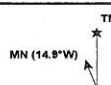




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TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904

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

REPORT TO TOWN COUNCIL

Meeting Date: April 23, 2018
From: Kendra Amaral, Town Manager
Subject: Seasonal Traffic Management
Councilor Sponsor: Chairperson Kenneth Lemont

EXECUTIVE SUMMARY

The working group charged with reviewing the seasonal traffic challenges and developing a plan for the 2018 tourist season has completed their work and is recommending an overall approach to discourage cut-through traffic.

The working group is recommending the Council support speed limit reductions on the roads most likely to serve as cut-through routes for the Turnpike and Route 1 Bypass. Based on the advice gathered from Maine traffic engineers and research of what other communities throughout the country are doing; a reduction in speed limit is appearing to be the most effective and manageable option.

The working group is also recommending the Council seek resolution of a small inventory of streets that are posted inconsistently with MaineDOT's recorded speed limit.

BACKGROUND

At the August 14th meeting the Town Council directed me to develop a traffic management plan for seasonal cut-through traffic for the coming summer. I advised that this effort is one that requires professional support and requires careful consideration of the implications and spill-over impacts.

I requested two Councilors volunteer to participate in a working group to develop a plan for this season. Chairperson Lemont and Vice Chairperson Denault volunteered. The working group also included Police Chief James Soucy and DPW Commissioner Dave Rich.

In January, I sought advice from the SMPDC Transportation Director and asked for input from traffic engineers from Ty-Lin.

STATEMENT OF NEED

As a result of the SML Bridge outage and growing tourism in Maine the town has experienced an increasing issue of cut-through traffic by tourists on local roads; specifically on weekends in the summer season.

During the summer of 2017 the town implemented a temporary “Local Traffic Only, No Through Way” ordinance for one neighborhood to mitigate the impact of cut-through traffic heading to the Memorial Bridge. The effort was generally successful, however it created a spillover effect to other routes and impacted other residential neighborhoods. It also generated a growing request for other roads to be designed “Local Traffic Only”.

It is not reasonable or possible to designate a large number of roads in Kittery as local traffic only. Many of the roads are connector roads which cannot be restricted in such a way. The approach is not appropriate for the broader issue.

Both research and the advice of traffic professionals has confirmed that lower speed limits tend to have a similar effect as “Local Traffic Only” restrictions do with the wayfinding apps. When speeds are lower, generally 20 miles per hour or under, the apps appear to deem the main road speed, even with congestive traffic, as the preferred route and is not likely to direct cut-through traffic as an alternative.

The SML Bridge is now open; providing another route for drivers. Though this should reduce the pressure on some areas of town, we still anticipate cut-through traffic this season and into the future. The Maine Turnpike Authority is planning major repair work on the Dennett Road Bridge which should be concluded in June. The deck work on the Piscataqua Bridge is planned for 2019 through 2020.

As a secondary matter, staff have also found through other efforts, that the town has a handful of roads that posted with speeds inconsistent with MaineDOT speed approvals. We are looking to resolve these inconsistencies in conjunction with this process as a matter of efficiency.

The likelihood of success with MaineDOT is unclear. The agency reviews street speeds for residential roads with caution and uses a set of criteria to evaluate each request. We may not be successful in achieving approval on the secondary roads and some of the residential roads.

Since the statistical majority of cars on these local roads are Kittery residents, this could create an unanticipated increase in speed violations. However, it is not possible nor safe to have variable speed limits on local roads, depending on days of week or time of year. This was discussed by the working group.

PROPOSED SOLUTION/RECOMMENDATION

Direct the Town Manager to seek speed reductions on the attached list of roads as presented.

	Road	From	To	Category	MaineDOT Limit	Proposed Limit
1	Betty Welch Road	York line	Cutts Road	Local	25/35	20
2	Cutts Road	Betty Welch	Route 1	Local	35	20
3	Picott Road	Cutts Road	Wilson Road	Local	30	20
4	Manson Road	Wilson Road	Dana Ave	Local	25	20
5	Stevenson Road	Manson Road	Route 236	Local	25	20
6	Dana Ave	Manson Road	Route 236	Local	25	20
7	Martin Road	Route 236	Dennett Road	Local	25	20
8	Dennett Road	Eliot Line	Leach Road	State	35	25
9	Dennett Road	Leach Road	Old Dennett Road	State	25	N/A
10	Dennett Road	Old Dennett Road	Valles Road	State	40	25
11	Dennett Road	Valles Road	Eliot Road	State	40	25
12	Dennett Road	Eliot Road	Old Post Road	State	40	25
13	Old Post Road	Traffic Circle	Dennett Road	Local	25	20
14	Old Post Road	Dennett Road	State Road	Local	25	20
15	Cook Street			Local	25	20
16	Bridge Street	Route 1 Bypass	Government Street	Local	25	20
17	Love Lane			Local	25	20
18	Prince Ave			Local	25	20
19	Langton Street			Local	25	20
20	Rice Ave			Local	25	20
21	Stimson Street			Local	25	20
22	Newmarch Street			Local	25	20
23	Hunter Ave			Local	25	20
24	Commercial Street			Local	25	20
25	Pleasant Street			Local	25	20
26	Water Street			Local	25	20
27	Route 103	Old Post Road	Walker Street	State	25	25
28	Haley Road	Route 1	Bartlett Road	Local	35	25
29	Lewis Road	Route 1	Norton Road	Local	40	30

TOWN COUNCIL GOALS 2019

Quarter 2 UPDATE

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

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

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

- Title 4 - Boards, Commissions, Committees - **Complete**
- Title 5 - Business License Regulations- **Draft being developed for the fall**

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

- Launch a Climate Adaptation Study – **Committee Underway**
- Develop Housing Plan/Affordable Housing Strategies – **Zoning amendments being developed**
- Address Transportation through Improved Parking Strategies and Traffic Management – **Meeting with Badgers Island complete, analysis of Foreside change impact being conducted**
- Title 16 recodification to achieve development goals – **Underway**

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

Give attention to Councilor expressed items, including:

- Impacts of Shipyard and State transportation infrastructure on local traffic – **JLUS study underway**
- Energy efficiency efforts – **LED Lighting Project launched.**
- Rice Public Library incorporation as a Town Department - **Complete**
- Rice Public Library Building renovation and expansion plans – **Schematic design near complete**
- Support the development of a strategy for the reuse or disposition of the Taylor Building – **public input plan in development**
- Legion Pond management – **In process**
- 236 Traffic Safety – **Draft plan public meeting complete, plan being finalized.**
- Explore local option tax proposals – **In process**
- Ensure effective communication with the public – **In process**
- Short-term-rental ordinance – **Draft Ordinance in process**

**TOWN MANAGER ANNUAL GOALS
STATUS REPORT – Q2 2019**

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

TOWN MANAGER ANNUAL GOALS STATUS REPORT – Q2 2019

Improve Organizational Efficiency		
Improve organizational efficiency through implementation of technology and amendments to Charter, Ordinance and Policy	In process	Working to identify a new GIS service provider with enhanced features to meet staff and public needs. Launched Online Moorings for customers to renew marine related permits, pay online, and track approval process. Launching project to put parking ticket payment online.
Implement the Comprehensive Plan 5 Year Action Plan, specifically focused on the following		
Launch of a Climate Adaptation Study	In process	Committee formed. Regional discussions underway to coordinate grants and initiatives.
Develop amendments to ADU ordinance and develop an affordable housing overlay zone to increase variety of housing stock	In process	Planning Board voted recommendation. Workshop complete. Draft ADU ordinance under consideration by Council.
Complete the Joint Land Use Study and identify traffic management solutions for implementation	In process	Stakeholder interviews and data collection phases are complete. Solutions development phase underway. Public Open house complete, public survey complete, Shipyard employee survey launched.
Resolve the matter of the Library becoming a town department	Complete	Town Council accepted the gift of assets in March. The transition of the Library to a town department is underway, and will become effective July 1, 2019.
Support the development of a strategy for reuse or disposition of the Taylor Building	In process	The Taylor Com is working on a public input process to gather initial ideas. Input phase will continue through October of 2019.
Advance the Rice Library renovation and expansion planning	In process	Programming and existing conditions reports drafted and under review. Schematic design phase nearing completion. Bond referendum proposal being considered by Council.

**TOWN MANAGER ANNUAL GOALS
STATUS REPORT – Q2 2019**

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

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
PRIMARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
PRIMARY OBJECTIVES			
2 – Natural Resources & Recreation	Establish mechanisms to protect visual assets such as creating a photographic documentation of scenic vistas and establishing an historic preservation committee to create a comprehensive inventory of historic resources . These are the first steps in helping to protect and promote those visual assets that contribute to Kittery’s uniqueness. (2.1)	<ul style="list-style-type: none"> • Conduct an inventory of historic resources, including landscapes, archaeological resources and buildings. 	
2 – Natural Resources & Recreation	Review existing hunting regulations and provide public education regarding these to improve the safety of residents especially in the Town Forest, while at the same time protecting resident’s right to carry firearms and hunt. (2.2)	<ul style="list-style-type: none"> • Create signage about hunting safety and regulations at Town Forest & Rogers Park 	In process

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
PRIMARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
3 - Economic Development	Engage in targeted outreach to business and industry sectors marketing Kittery's economic development areas. (3.5)	<ul style="list-style-type: none"> • Improve town website and have routine maintenance. • Identify similar business or industry partners who may have insights on what businesses in those sectors are looking for in terms of amenities, infrastructure, costs/revenues, workforce characteristics, etc. • Talk with brokers and real estate agents about marketing property in Kittery. • Work with land owners to actively market properties through websites and brokers. 	<p>Website updated, expanded use of email and social media to share info.</p> <p>Kittery new member of Chamber of Commerce</p>
4 – Housing	Undertake to complete a Comprehensive town-wide Housing Plan that will document existing supply and identify needs and ways of meeting these, including methods for encouraging the development of affordable housing (e.g. creation of new types of housing, including workforce housing, and housing for seniors wishing to downsize, etc.). (4.1)	<ul style="list-style-type: none"> • Create a scope and request for proposals to undertake a comprehensive town-wide housing plan. Plan should include in-depth analysis of housing supply, demand, and strategies to encourage a variety of housing types and prices points. • Explore possibility of local regional planning commission undertaking the study on behalf of the town. 	<p>Affordable housing working group launched. Workforce housing charrette completed. Title 16 ADU revision in process.</p>
5 – Transportation	Evaluate Town-wide current parking conditions and policies and revise to meet development goals by improving management of existing spaces and exploring shared parking and other strategies. (5.4)	<ul style="list-style-type: none"> • Review and revise town code to support goal. 	<p>Title 10 revisions completed for Foreside. Badger's Island review underway. JLUS project in process with PNSY.</p>

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
PRIMARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
7 - Municipal Facilities, Services, & Fiscal Capacity	Increase and improve communication with Town residents. Using a variety of modes including the internet and cable TV in innovative ways will help to keep residents more informed and connected to town government. (7.1)	<ul style="list-style-type: none"> • Become more efficient by streamlining the permitting process. • Update town's GIS maps and establish a system for continuous update. • Explore ways of reaching the largest number of residents and conduct outreach to actively recruit volunteers, especially representation of demographics that are currently missing or underrepresented. • Develop clear messaging regarding what the boards and committees do, roles and expectations and information regarding opportunities and benefits of participation. 	Online permitting launched. GIS upgrade underway. Implemented use of social media to expand resident participation on Boards.
7 - Municipal Facilities, Services, & Fiscal Capacity	Educate residents about town planning roles and processes and ensure that planning and town management processes are open, transparent, informative, inclusive, respectful and welcoming. (7.1)	<ul style="list-style-type: none"> • Explore the use of communication technologies to increase the communication between residents and Town government. • Revise Town Code so that regulations are clear and easy to use and are aligned with Comprehensive Plan goals. 	Use of Social Media, Channel 22, and website increased. Title 16 recodification underway.

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
PRIMARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
7 - Municipal Facilities, Services, & Fiscal Capacity	Develop a long-range plan for the library including where the library will be located (renovation and expansion on existing site, new building on another site) and whether the Library should become a Town Department. (7.2)	<ul style="list-style-type: none"> Explore possibilities and compare and contrast advantages and disadvantages of sites being considered for Library facility. Consider converting the Library to a Town Department. Support Library Director's efforts to support literacy, digitize the library's collection of photographs, and to provide support and programming for the increasing elderly population. 	Site selected, project design in process. Library is now a Town Department.
7 - Municipal Facilities, Services, & Fiscal Capacity and 8 – Land Use	Guide development to areas already served by public utilities, resulting in a more efficient and cost-effective use of these public services. (7.3) (8.1)	<ul style="list-style-type: none"> Direct new development where feasible, to vacant or underutilized sites and buildings; direct development away from areas with natural constraints, key wildlife or open space corridors, protected shorelands, and areas where public utilities are not yet available and would be costly to extend. Add utilities map to GIS. Establish efficient permitting procedures, especially in areas designated as "growth areas" in Future Land Use Plan. 	Mixed Use Neighborhood rezoning complete. Affordable housing overlay in development.
8 – Land Use	Review, update and incorporate where appropriate, the recommendations from the Foreside Forums. Residents have expressed much enthusiasm for recent improvements in the Foreside and support for future infill development that is appropriate in scale and activity. (8.3)	<ul style="list-style-type: none"> Study the opportunities and challenges associated with the Foreside area to determine if the zoning district boundaries should change in the future. Identify desired uses. Identify the regulations and infrastructure needed to support the future of the area. 	

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
PRIMARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
9 - Coastal Community Resilience	Complete a climate adaptation study to plan for the potential impacts of sea level rise and prepare for extreme weather events (9.1)	<ul style="list-style-type: none"> Complete a Climate Adaption Study. 	Climate adaptation committee formed. Planning flood resiliency assessment and greenhouse gas inventory.

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
SECONDARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
SECONDARY OBJECTIVES			
2- Natural Resources & Recreation	Working with the Kittery Land Trust, develop a strategy for open space acquisition , setting priorities for parcels to be included. (2.1)	<ul style="list-style-type: none"> • Complete an inventory of open spaces in Kittery. • Consider purchase of unprotected open spaces. • Create/amend zoning to prohibit destruction of wetlands (high value, wildlife corridors) and add farmland and unprotected open space for review. • Revisit the inventory of scenic views defined in the 1999 Comprehensive Plan Update, making a photographic record (survey) and updating the inventory, as needed. 	
2- Natural Resources & Recreation and 8 – Land Use	Protect existing open lands , including farmlands and wetlands from over-development by implementing effective strategies such as larger minimum lot sizes in the rural residential zone. As one way of preserving Kittery’s rural character, review and revise the cluster zoning ordinance and provide incentives for developers to use the ordinance. (2.1) (8.1) (8.2)	<ul style="list-style-type: none"> • Review/Revise Cluster Zoning Law 	Title 16 recodification in process.

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
SECONDARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
2- Natural Resources & Recreation	Reduce dog and horse waste at area open spaces through enhanced enforcement and public education. (2.2)	<ul style="list-style-type: none"> • Increase awareness regarding enforcement of pet waste ordinance, support the efforts of the Police. • Establish Volunteer Dog Patrol. 	Hired full time ACO. Survey on dogs being developed.
2 – Natural Resources & Recreation and 5 – Transportation and 6 – Marine Resources and 7 - Municipal Facilities, Services, & Fiscal Capacity	Continue to support healthy lifestyle choices and wellness by increasing recreational opportunities for all ages, evaluating the Athletic Fields Master Plan, improving walking and biking infrastructure so that it is safe and pleasant, ensuring appropriate recreational access to the waterfront , and increasing awareness of existing resources. Updating the Sidewalks Conditions Report (5.2.1) and developing a Bike Plan are among the specific steps recommended (2.2) (2.2.6) (5.2) (6.1) (7.2)	<ul style="list-style-type: none"> • Monitor athletic field planning process. • Evaluate opportunities for providing bike infrastructure on roads including bike lanes, wide shoulders and “Share the Road” signs (ex. “sharrows” and stencils). • Develop a sidewalk and pedestrian plan including updating sidewalk conditions report and inventory to identify existing conditions and gaps in the pedestrian network. Identify opportunities for new trails. • Work with schools, Community Center and Town Departments to prioritize sidewalk projects on town-owned facilities and recreational areas. • Update street and publicly owned shade tree inventory. 	Athletic Field Master Plan accepted, Committee working on updating it to reflect completed work.

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
SECONDARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
3 - Economic Development	Collaborate with property owners in the area around the Route 1 corridor to identify strategies towards making mutually beneficial changes to the area including exploring options to redevelop commercial properties with mixed use (e.g. retail, housing, office) and consider zoning amendments such as an overlay district to provide more flexibility concerning permitted uses. (3.3) (8.5)	<ul style="list-style-type: none"> Draft a scope of work for planning, market analysis, and transportation engineering services to re-envision the Route 1 area. 	
6 – Marine Resources and 8 – Land Use	Continue to support Kittery’s maritime based economy including the fishing and shell fishing industry by maintaining access to the working waterfront and creating innovative avenues to better connect fishing to the local economy. (6.2) (8.4)	<ul style="list-style-type: none"> Conduct poll/outreach/meetings with commercial fishermen and boat operators to determine need (KPA). Conduct poll/outreach/meetings with commercial fishermen and boat operators to identify areas where navigation is difficult or impossible due to shallow depths (KPA). 	Survey on Pepperrell Cove depths completed.
6 – Marine Resources	Increase awareness in residents and business owners with regard to the effects of pollutants, pesticides, and stormwater runoff and evaluate Town Code regarding the use of pesticides and herbicides with chemicals, in waterfront areas and town-wide . Providing information and incentives for greener practices will help to mitigate these environmental hazards. (6.3)	<ul style="list-style-type: none"> Prepare easy-to-read materials that summarize Kittery’s water quality challenges and the effects of pollutants and pesticides. Distribute to property and business owners, and post on municipal website. 	Lawn care training conducted.

KITTERY COMPREHENSIVE PLAN
5 YEAR ACTION PLAN
SECONDARY OBJECTIVES

TOPIC AREA	GOAL	ACTION ITEMS	STATUS
8 – Land Use	Consider an Adaptive Reuse Ordinance to guide redevelopment of existing buildings. By promoting the reuse of existing structures more efficient development can occur in areas already services by public utilities and protecting open land from development. (8.1)	<ul style="list-style-type: none"> Consider adopting a demolition delay ordinance. Consider adopting Adaptive Reuse Ordinance. 	
9 - Coastal Community Resilience	Develop a Plan for Town facilities and property owners to transition to low and zero impact energy sources (9.2)	<ul style="list-style-type: none"> Establish a timeline for converting all Town-owned buildings to renewable energy. 	Climate Adaptation Committee reviewing energy use and opportunities to incorporate photovoltaics



TOWN OF KITTERY

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REPORT TO TOWN COUNCIL

Meeting Date: August 12, 2019
From: Kendra Amaral, Town Manager
Subject: Fiscal Year 2019 Financial Update – Year End
Councilor Sponsor: N/A

This is to provide the Council with a summary of the Year End (YE) Fiscal Year 2019 (FY19) finances.

As a general note the actual fiscal year books will not close until the end of August. Anticipated YE adjustments are factored into the summary report, but not shown on the attached MUNIS reports. YE transfer requests and audit adjustments are not reflected in this summary.

Additional information is attached.

Revenue

Final revenue collection exceeded projections by approximately \$660,000; approximately 4%. For comparison, the prior year revenues exceeded projections by 5%. There will be audit adjustments to this figure which will drive it down slightly when the fiscal year is officially closed. All excess revenue is pushed through to the town's undesignated reserve fund. This year's surplus will replenish the \$450,000 transferred from the undesignated reserve fund for the Government Street Wharf replacement project.

The Homestead exemption came in significantly higher than projected, due to an increase in state funding voted after the budget was finalized. Homestead exemption reimbursements exceeded projections by nearly double, coming in at \$342,862. The annual exemption reimbursement is still generally below what it can be, due to the town's current 79% valuation rate (assessed values are on average 79% of actual market value). The revaluation planned for FY20 should have a positive impact on the reimbursements in the future.

Auto Excise Tax remained above projections through the year, finishing 15% over the estimated revenue. Total collected auto excise tax was \$2,007,155, approximately \$257,155 over projection.

Parking ticket revenue finished 78% over projection, at a total collected of \$26,672. By comparison, the prior year's parking ticket revenue was \$18,250.

Code Enforcement caught up to projections in the final quarter of the fiscal year, coming in at \$297,272, or \$17,272 above estimate. Despite meeting projections, total Code Enforcement fees collected, was \$104,189 behind the prior fiscal year. This variability is not uncommon, and generally supports the justification for conservative revenue projections in certain revenue lines.

In preparing for the renewal negotiations of the GMA Housing PILOT agreement, it was discovered that the annual contractual fee increase had not been applied during the five-year agreement. The total projected collections for FY19 is \$291,698, representing an increase of approximately \$16,698. Their PILOT agreement expires in October and negotiations are underway for the next five-year extension.

Total Port Authority fees collected through the fiscal year were \$160,356. By comparison, the total collected in the prior year was \$129,135. The higher revenue is attributed to the increased mooring fees and a more aggressive effort to rent transient moorings and slips.

Recreation fees exceeded \$1M for the second year in a row. Despite the closing of PDP Projections, a primary renter of the Star Theater, and other changes, revenue collected exceeded the prior fiscal year by \$85,441. Total Recreation fees collected in FY19 were \$1,109,063.

Fort Foster fees collected were solid for FY19, coming in at \$230,651. It is worth noting that the majority of FF fees are collected in the early part of the fiscal year. The FY19 revenues do not fully represent the impact of fee changes approved in the early part of calendar year 2019.

Solid waste fees were being watched carefully over the fiscal year and with good cause. Total revenue for recycling of metals and other materials came in \$22,398 below projections, at \$157,602. The recycling market continues to contract, as a result of changes in the global market.

Sewer collections are expected to exceed projections by approximately \$246,000. The increase in “new sewer”, reflecting revenue from direct customers, finished \$219,960 over estimates, at \$1,407,039.

Expenditures

The operating budget came in approximately \$400,273 under budget, or 3% under. This is an improvement over prior years, and primarily attributable to fewer snow and ice events this year. Weather is unpredictable; and this is not an outcome that can be expected year over year. The town’s budget is lean and has little flexibility to absorb major changes in spending plans resulting from the unforeseen, changes in priorities, and other factors.

The surplus in each department was achieved through the diligent management of our Department Heads, and their understanding that we all need to work together to end the year in the black. We did not implement a full spending freeze this fiscal year. Typically, a spending freeze is needed to ensure total municipal spending comes in under budget.

Approximately \$84,000 of the FY19 funds were used to correct an issue identified last year with payroll. It was found, that the final pay period of each fiscal year had been charged to the new fiscal year (last week of June payroll charged to the new budget starting July 1). This practice likely was started as a way to deal with a payroll week being split between fiscal years, and to address the “53rd payroll” event that occurs every 10 years. The next “53rd payroll” will occur in FY21. This year was the ideal year to make the correction in the practice, given the available budget surplus and the alignment of the fiscal year end with the payroll week end.

The prior three quarterly financial reports projected the Police Department to be over budget approximately \$50,000. With the shift in the last payroll week, the Police budget will end the year

\$45,739 over budget. Overtime costs related to vacancies, injuries and assignments, and other personnel costs associated with the transition of Chiefs are primarily responsible for the overage.

Assessing is projected to be \$6,048 over budget. The final payment on the personal property tax revaluation came in FY19 rather than FY20 as expected.

Due to the mild winter (snow and ice) the combined DPW budget came in slightly under, with a surplus of \$40,480. The Highway subaccount came in over budget, with the other subaccounts (Parks, Solid Waste) coming at or under budget. To get ahead of the next fiscal year, the DPW was able to refill the salt supplies this spring, allowing a forestall of salt costs for the first few storms this coming winter.

The KCC has finished the year \$13,287 over budget, evenly split between personnel costs and other expenses. Preschool personnel costs exceeded the budget by approximately \$10,659, while costs for the Summer program services exceeded projections by \$10,948. Some of the overages were offset by surpluses in the various utility line items.

The Harbormaster budget came in \$6,959 over budget. The overage is the result of higher than projected salary costs for the Harbormaster, who was hired after the FY19 budget was finalized, and costs associated with needed equipment/boat, and facility repairs.

Shared services, specifically retirement, health and dental, and other employment costs finished \$231,000 under budget; approximately \$50,000 more than projected in the quarterly reports. These budgets are entirely driven by employee choices on benefits, and can fluctuate significantly as employees experience qualifying events.

All other departments finished the year under budget. Year end transfers are being requested to ensure each department budget is closed out with \$3,000 or more. This serves as a cushion for any year end adjustments identified through the audit.

The prior three quarterly reports projected a minor operating surplus, sufficient to patch the deficit in Compensated Absences and the \$27,737 deficit in the FEMA Firm Map project. With the budget finishing better than anticipated, a portion of the additional surplus is being requested to resolve the Cemetery Fund deficit, and to bring the Compensated Absence reserve back up to the \$100,000.

Sewer

Sewer expenditures finished as expected with an operating deficit of \$74,752. Mr. Kathios' compensated absences were paid out in Q3, and reflect an unbudgeted cost. The Sewer Department is evaluating establishing a Compensated Absence reserve for the Sewer fund. Higher than anticipated maintenance costs, and issues related to the sludge treatment equipment also impacted spending.

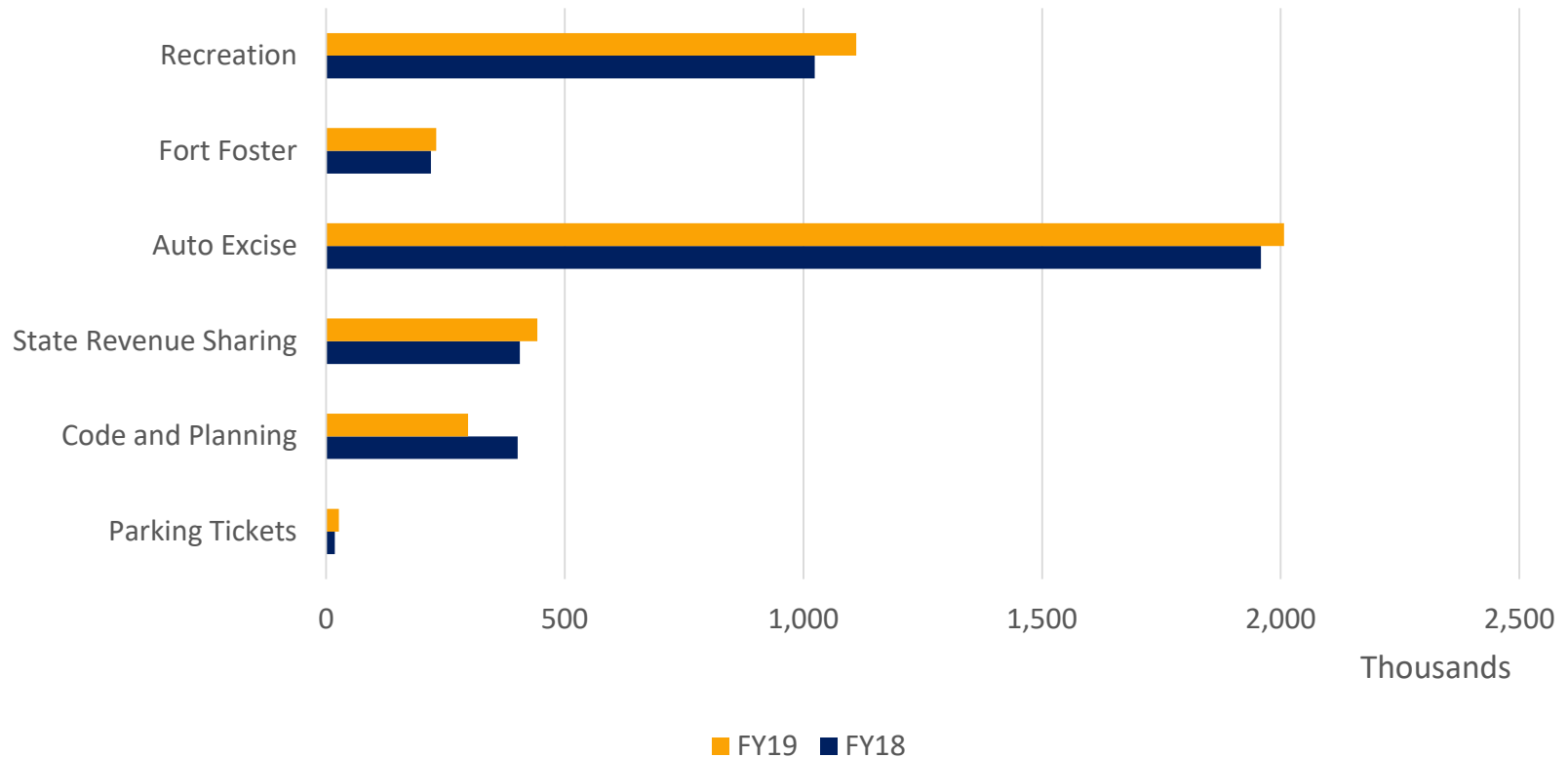
Attachments

Year End Reports:

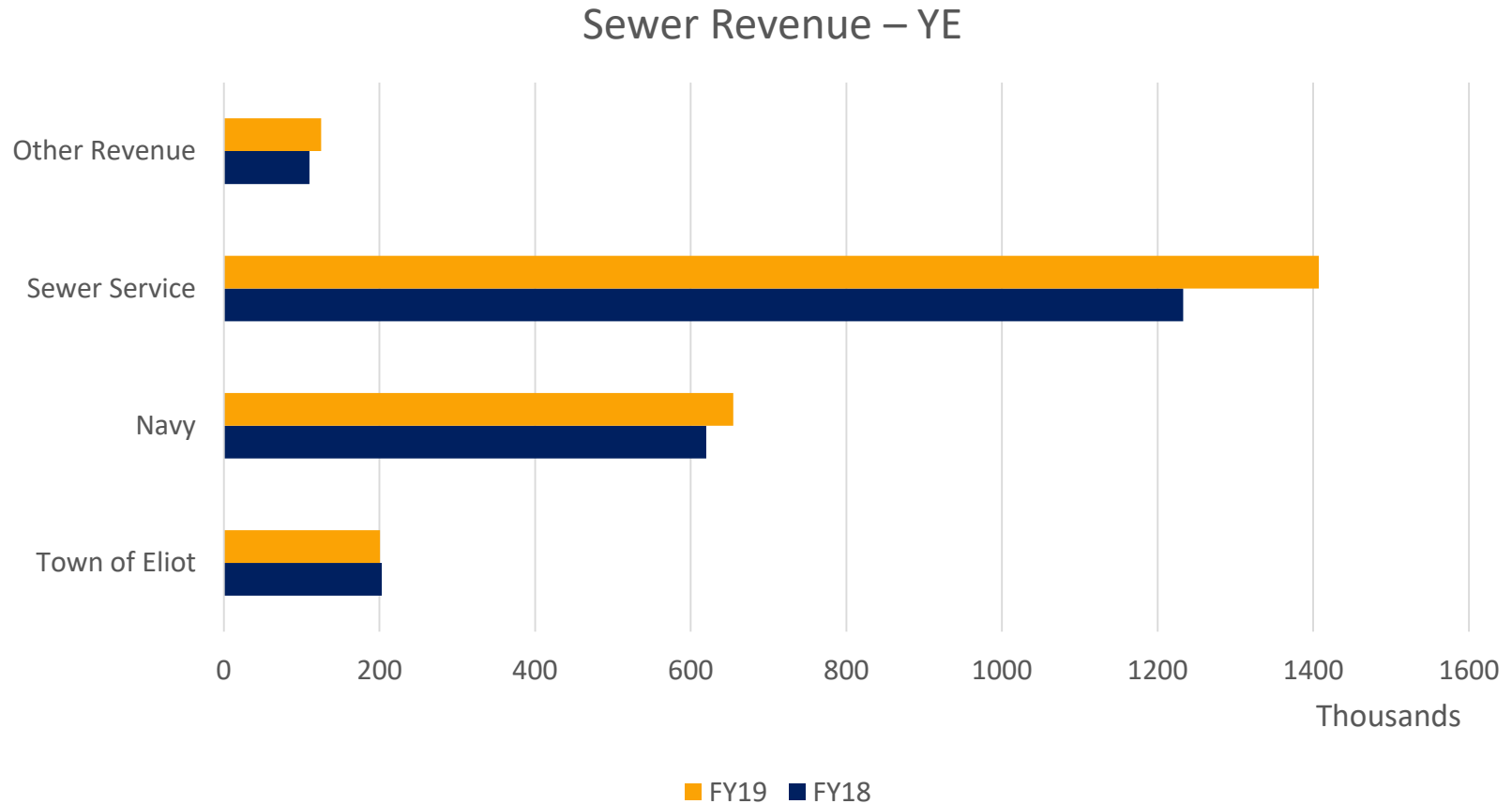
- General Fund
- Sewer Fund
- Other Funds

GENERAL FUNDS Revenues – YE 2019

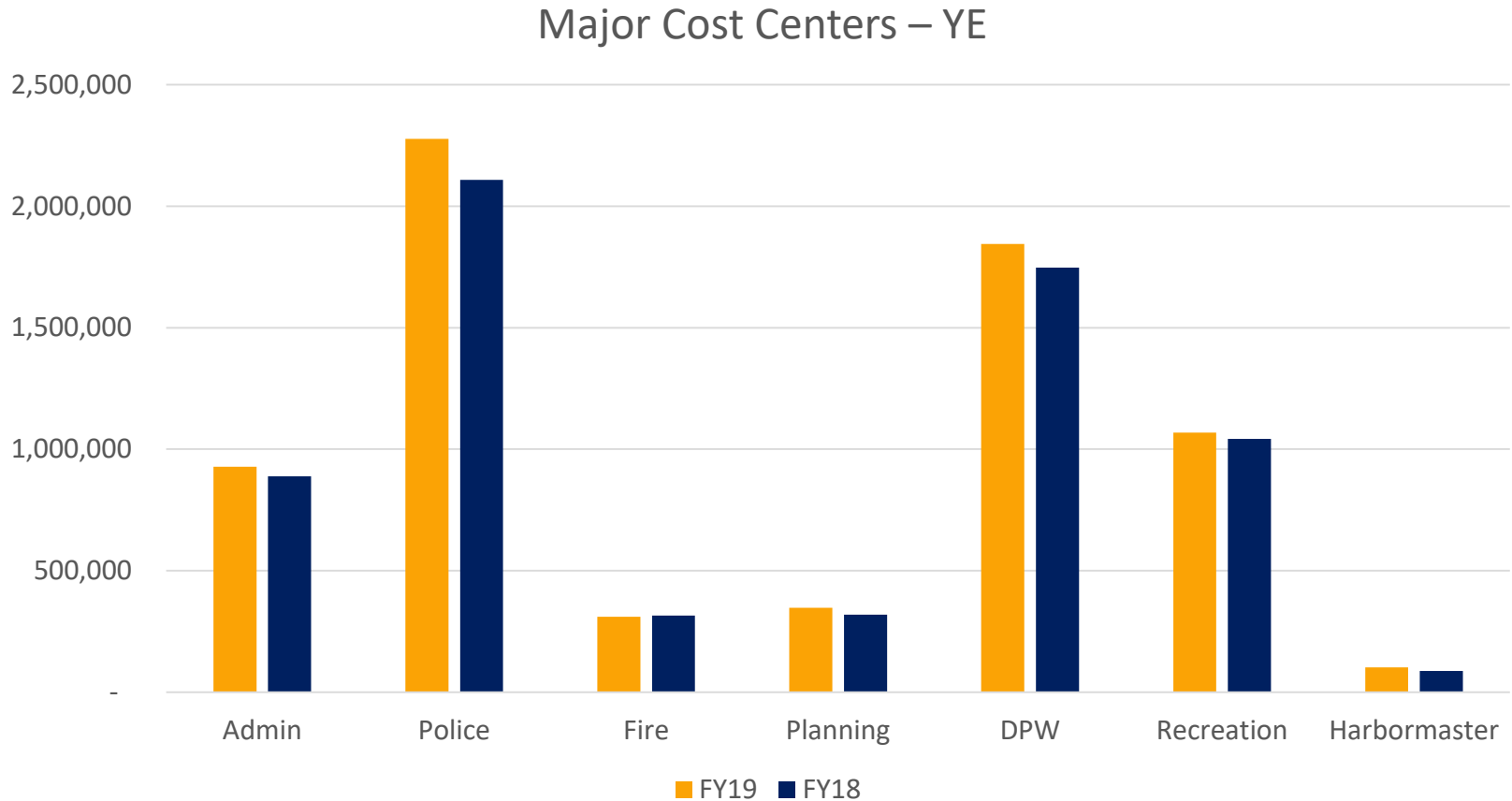
Major Revenue Drivers – YE



SEWER Revenues – YE 2019

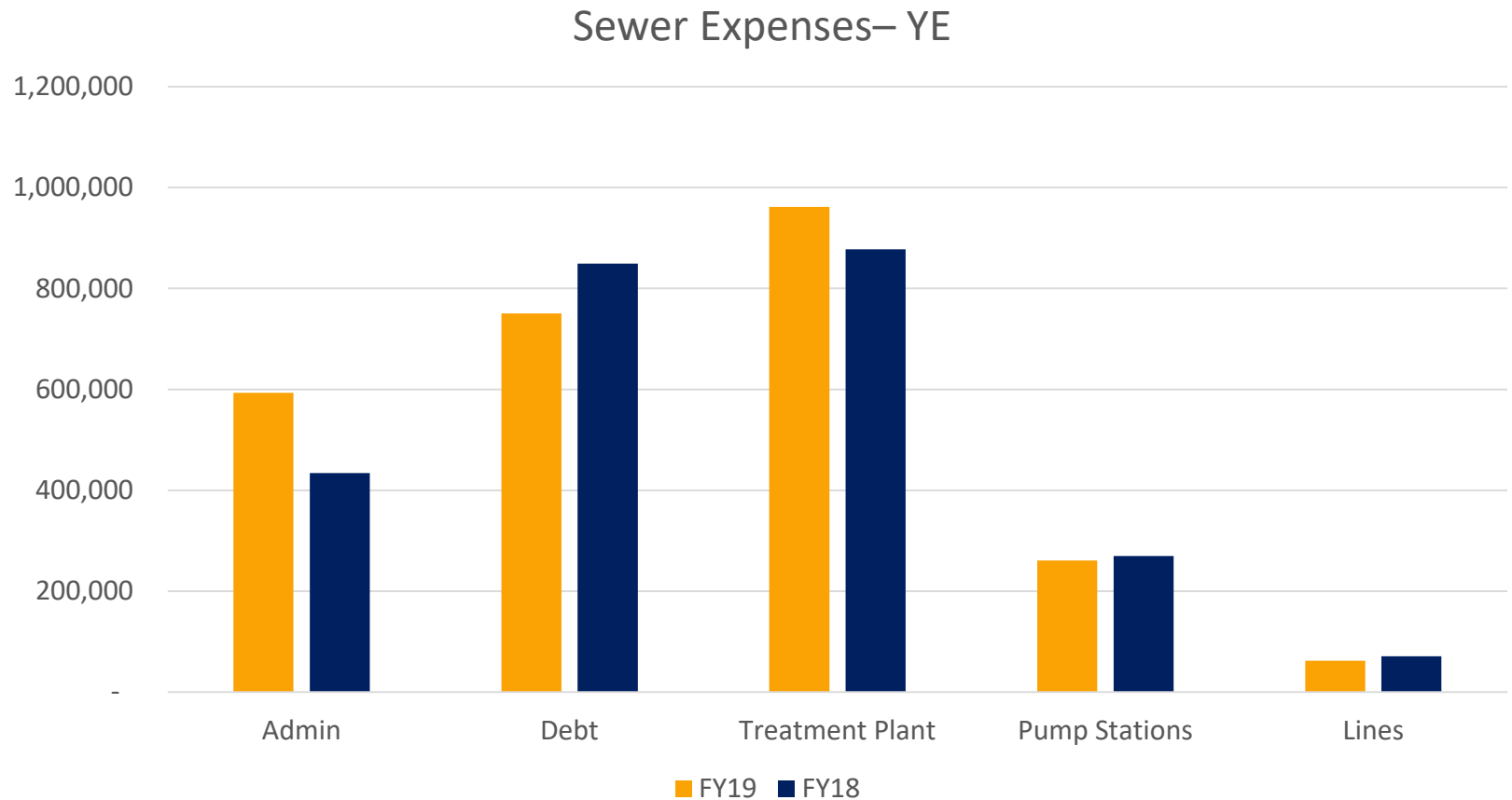


GENERAL FUND Expenses – YE 2019

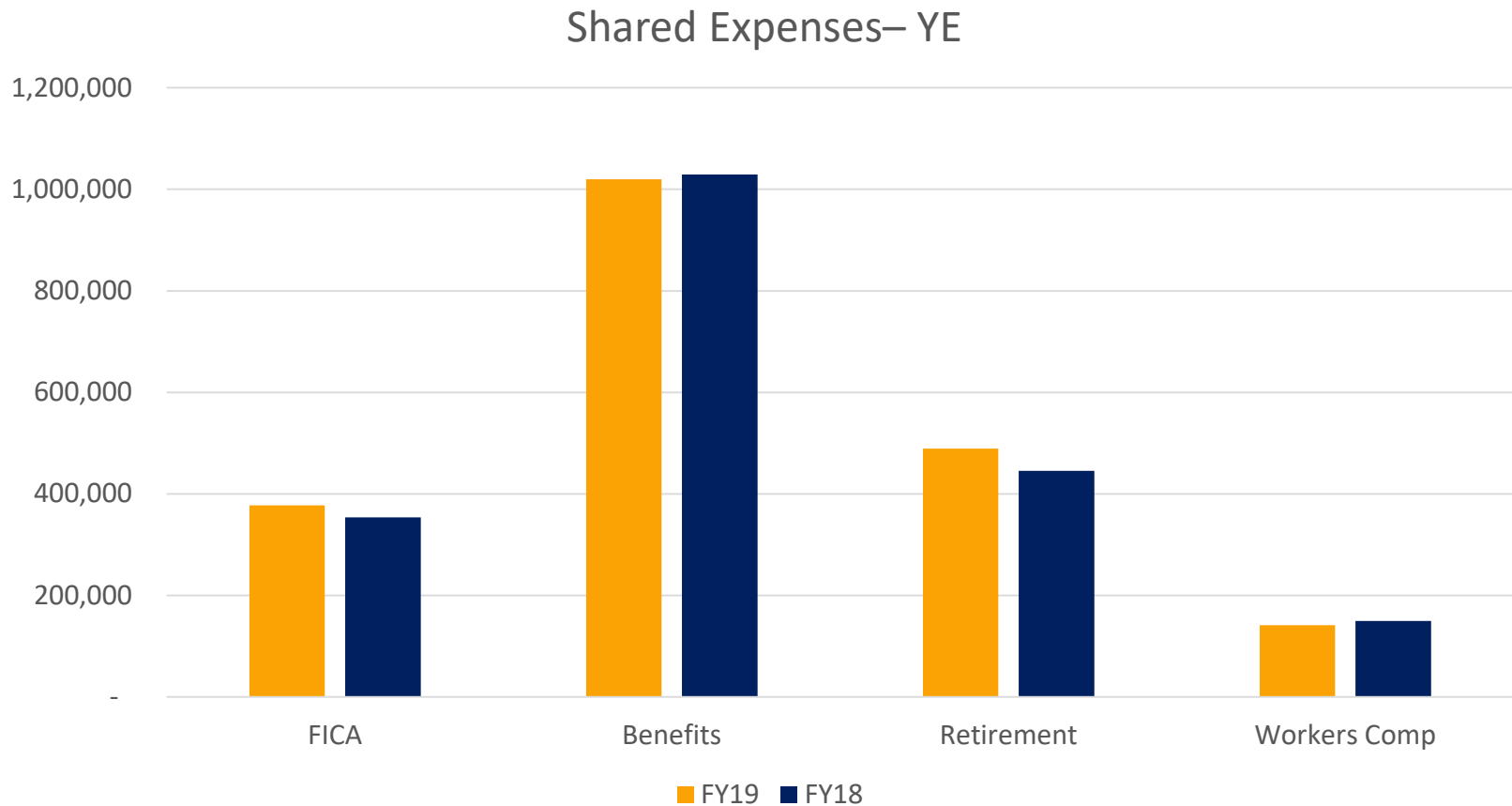


- Shared expenses have been factored out of the FY18 costs to show a more direct comparison.

SEWER FUND Expenses – YE 2019



SHARED Expenses – YE 2019



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

P 1
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FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 TOWN GENERAL FUND							
1000 68500 TRANSFERS IN/OUT WAR	0	450,000	450,000	450,000.00	.00	.00	100.0%
TOTAL TOWN GENERAL FUND	0	450,000	450,000	450,000.00	.00	.00	100.0%
101110 ADMINISTRATION							
101110 64011 MANAGER SALARY	92,910	0	92,910	96,001.16	.00	-3,091.16	103.3%*
101110 64014 TOWN CLERK SALARY	62,753	0	62,753	67,179.03	.00	-4,426.03	107.1%*
101110 64017 CLERKS SALARIES	305,082	0	305,082	301,217.71	.00	3,864.29	98.7%
101110 64018 HUMAN RESOURCES MA	54,233	0	54,233	55,651.20	.00	-1,418.20	102.6%*
101110 64026 FINANCE DIRECTOR S	99,088	0	99,088	77,528.48	.00	21,559.52	78.2%
101110 64027 CUSTODIAN WAGES	7,593	0	7,593	9,171.03	.00	-1,578.03	120.8%*
101110 64030 OVERTIME	2,000	0	2,000	9,820.31	.00	-7,820.31	491.0%*
101110 64031 SALARY & POSITION	50,000	0	50,000	32,000.00	.00	18,000.00	64.0%
101110 65010 POSTAGE	12,000	0	12,000	18,744.85	.00	-6,744.85	156.2%*
101110 65020 TELEPHONE & INTERN	8,000	0	8,000	7,927.23	.00	72.77	99.1%
101110 65030 TRANSPORTATION	1,500	0	1,500	400.35	.00	1,099.65	26.7%
101110 65040 EDUCATIONAL/MEETIN	5,000	0	5,000	2,350.67	.00	2,649.33	47.0%
101110 65060 PRINTING	5,000	0	5,000	6,978.50	.00	-1,978.50	139.6%*
101110 65080 LEGAL NOTICES/OTHE	3,000	0	3,000	2,521.36	.00	478.64	84.0%
101110 65200 ELECTRICITY	16,000	0	16,000	10,067.93	.00	5,932.07	62.9%
101110 65220 WATER	335	0	335	238.05	.00	96.95	71.1%
101110 65230 FUEL OIL	4,200	0	4,200	4,506.65	.00	-306.65	107.3%*
101110 65240 DUMPSTERS	600	0	600	587.64	.00	12.36	97.9%
101110 65250 SEWER	180	0	180	314.16	.00	-134.16	174.5%*
101110 65300 MACHINE & EQUIPMEN	30,000	0	30,000	23,780.22	.00	6,219.78	79.3%
101110 65400 LEGAL SERVICES	60,000	0	60,000	56,918.67	.00	3,081.33	94.9%
101110 65410 COMPUTER SERVICES	43,332	0	43,332	59,514.01	.00	-16,182.01	137.3%*
101110 65415 WEB PAGE	3,500	0	3,500	3,275.00	.00	225.00	93.6%
101110 65430 AUDIT SERVICES	16,500	0	16,500	16,500.00	.00	.00	100.0%
101110 65480 OTHER PROFESSIONAL	40,000	10,000	50,000	23,187.89	.00	26,812.11	46.4%
101110 65500 MAINTENANCE OF BLD	16,500	0	16,500	13,321.05	.00	3,178.95	80.7%
101110 66010 OFFICE SUPPLIES	8,000	0	8,000	7,061.99	.00	938.01	88.3%
101110 66020 BOOKS/SUBSCRIPTION	1,000	0	1,000	337.00	.00	663.00	33.7%
101110 66025 MAINE MUNICIPAL AS	12,550	0	12,550	12,451.00	.00	99.00	99.2%
101110 66030 OTHER SUPPLIES	0	0	0	284.00	.00	-284.00	100.0%*
101110 66035 ABSTRACTS & LIENS	9,500	0	9,500	6,162.00	.00	3,338.00	64.9%
101110 66040 JANITORIAL SUPPLIE	700	0	700	1,383.29	.00	-683.29	197.6%*

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

P 2
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FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101110 67510 OFFICE FURNITURE &	1,000	0	1,000	1,264.86	.00	-264.86	126.5%*
TOTAL ADMINISTRATION	972,056	10,000	982,056	928,647.29	.00	53,408.71	94.6%
101115 TOWN COUNCIL							
101115 64001 COUNCIL STIPEND	4,000	0	4,000	4,120.00	.00	-120.00	103.0%*
101115 65480 OTHER PROF SERV/CO	3,000	0	3,000	1,225.30	.00	1,774.70	40.8%
101115 66037 COUNCIL EXPENSES	5,350	0	5,350	.00	.00	5,350.00	.0%
TOTAL TOWN COUNCIL	12,350	0	12,350	5,345.30	.00	7,004.70	43.3%
101130 ELECTIONS							
101130 64020 PART TIME SALARIES	2,500	0	2,500	3,080.75	.00	-580.75	123.2%*
101130 65010 POSTAGE	600	0	600	24.30	.00	575.70	4.1%
101130 65060 PRINTING	4,500	0	4,500	3,800.61	.00	699.39	84.5%
101130 65480 OTHER PROFESSIONAL	4,050	0	4,050	2,645.25	.00	1,404.75	65.3%
101130 66010 OFFICE SUPPLIES	150	0	150	179.27	.00	-29.27	119.5%*
TOTAL ELECTIONS	11,800	0	11,800	9,730.18	.00	2,069.82	82.5%
101150 COUNTY TAX							
101150 65480 OTHER PROF SERVICE	869,853	0	869,853	863,018.38	.00	6,834.62	99.2%
TOTAL COUNTY TAX	869,853	0	869,853	863,018.38	.00	6,834.62	99.2%
101155 TAX INCREMENT FINANCING							
101155 65000 TIF FINANCING PLAN	125,000	0	125,000	125,000.00	.00	.00	100.0%
TOTAL TAX INCREMENT FINANCING	125,000	0	125,000	125,000.00	.00	.00	100.0%
101160 OVERLAY							
101160 65480 OTHER PROF SERV -	0	113,564	113,564	.00	.00	113,564.00	.0%

08/07/2019 11:53
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TOWN OF KITTEERY - LIVE
YEAR-TO-DATE BUDGET REPORT

P 3
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FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL OVERLAY	0	113,564	113,564	.00	.00	113,564.00	.0%
101210 ASSESSING							
101210 64010 DEVELOPMENT STAFF	14,522	0	14,522	14,795.58	.00	-273.58	101.9%*
101210 65010 POSTAGE	400	0	400	6.70	.00	393.30	1.7%
101210 65030 TRANSPORTATION	250	0	250	204.93	.00	45.07	82.0%
101210 65040 EDUCATIONAL/MEETIN	500	0	500	416.00	.00	84.00	83.2%
101210 65060 PRINTING	300	0	300	.00	.00	300.00	.0%
101210 65070 MAPS	5,500	0	5,500	4,660.25	.00	839.75	84.7%
101210 65410 COMPUTER SERVICES	8,500	0	8,500	7,880.00	.00	620.00	92.7%
101210 65411 BOARD OF ASSESSMEN	200	0	200	191.60	.00	8.40	95.8%
101210 65423 PERSONAL PROPERTY	10,000	0	10,000	20,000.00	.00	-10,000.00	200.0%*
101210 65425 VISION INTERNET	2,750	0	2,750	2,250.00	.00	500.00	81.8%
101210 65480 OTHER PROFESSIONAL	100,000	0	100,000	98,847.67	.00	1,152.33	98.8%
101210 66010 OFFICE SUPPLIES	100	0	100	.00	.00	100.00	.0%
101210 66020 BOOKS/SUBSCRIPTION	200	0	200	.00	.00	200.00	.0%
101210 66035 ABSTRACTS & LIENS	800	0	800	817.69	.00	-17.69	102.2%*
TOTAL ASSESSING	144,022	0	144,022	150,070.42	.00	-6,048.42	104.2%
101230 DEBT & INTEREST							
101230 68057 RUSTLEWOOD FARM -	6,199	0	6,199	6,199.04	.00	-.04	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%
101230 68069 KLT BRAVE BOAT HEA	11,463	0	11,463	11,462.88	.00	.12	100.0%
101230 68257 RUSTLEWOOD FARM IN	4,116	0	4,116	4,115.66	.00	.34	100.0%
101230 68265 2006 FIRE STATION	19,700	0	19,700	19,700.00	.00	.00	100.0%
101230 68268 2015 CIP BONDS INT	33,750	0	33,750	33,700.00	.00	50.00	99.9%
101230 68269 KLT BRAVE BOAT HEA	6,627	0	6,627	6,626.78	.00	.22	100.0%
101230 68295 PWD BLDG/SALT SHED	15,231	0	15,231	15,231.25	.00	-.25	100.0%*
101230 68297 2012 KCC BOND INT	93,775	0	93,775	93,775.00	.00	.00	100.0%
TOTAL DEBT & INTEREST	840,861	0	840,861	840,810.61	.00	50.39	100.0%
101310 POLICE							
101310 64002 POLICE CHIEF FT S	99,811	0	99,811	74,161.72	.00	25,649.28	74.3%

08/07/2019 11:53
220kamar

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

P 4
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101310 64012 SERGEANTS SALARIES	310,236	0	310,236	299,281.75	.00	10,954.25	96.5%
101310 64013 SCHOOL RESOURCE OF	64,196	0	64,196	61,857.22	.00	2,338.78	96.4%
101310 64014 DETECTIVES SALARIE	140,188	0	140,188	131,457.00	.00	8,731.00	93.8%
101310 64015 PATROLMEN SALARIES	689,100	0	689,100	643,408.57	.00	45,691.43	93.4%
101310 64016 DISPATCHER SALARIE	323,183	0	323,183	322,765.48	.00	417.52	99.9%
101310 64017 ADMINISTRATIVE ASS	46,197	0	46,197	47,398.51	.00	-1,201.51	102.6%*
101310 64022 ANIMAL CONTROL OFF	31,668	0	31,668	32,352.98	.00	-684.98	102.2%*
101310 64023 LIEUTENANT SALARY	75,608	0	75,608	76,645.82	.00	-1,037.82	101.4%*
101310 64024 NIGHT DIFFERENTIAL	17,537	0	17,537	15,762.46	.00	1,774.54	89.9%
101310 64027 CUSTODIAN WAGES	14,504	0	14,504	13,413.56	.00	1,090.44	92.5%
101310 64030 OVERTIME	175,000	0	175,000	232,447.98	.00	-57,447.98	132.8%*
101310 64032 DEA OVERTIME	5,703	0	5,703	7,295.37	.00	-1,592.37	127.9%*
101310 64033 SICK TIME BUY BACK	3,015	0	3,015	.00	.00	3,015.00	.0%
101310 64034 PHYSICAL FITNESS S	5,400	0	5,400	3,000.00	.00	2,400.00	55.6%
101310 64035 OUTSIDE DETAIL	3,736	0	3,736	4,357.81	.00	-621.81	116.6%*
101310 64047 OTHER COMPENSATION	0	0	0	56,919.44	.00	-56,919.44	100.0%*
101310 65010 POSTAGE	530	0	530	23.25	.00	506.75	4.4%
101310 65020 TELEPHONE & INTERN	21,025	0	21,025	22,132.42	.00	-1,107.42	105.3%*
101310 65030 TRANSPORTATION	1,800	0	1,800	5,775.70	.00	-3,975.70	320.9%*
101310 65040 EDUCATIONAL/MEETIN	15,000	0	15,000	19,688.99	.00	-4,688.99	131.3%*
101310 65060 PRINTING	800	0	800	1,055.18	.00	-255.18	131.9%*
101310 65080 LEGAL NOTICES/OTHE	690	0	690	.00	.00	690.00	.0%
101310 65200 ELECTRICITY	15,000	0	15,000	13,423.88	.00	1,576.12	89.5%
101310 65220 WATER	545	0	545	211.60	.00	333.40	38.8%
101310 65230 FUEL OIL	5,400	0	5,400	6,604.71	.00	-1,204.71	122.3%*
101310 65240 DUMPSTERS	750	0	750	783.60	.00	-33.60	104.5%*
101310 65250 SEWER	250	0	250	418.88	.00	-168.88	167.6%*
101310 65300 MACHINE & EQUIPMEN	39,068	0	39,068	57,333.68	.00	-18,265.68	146.8%*
101310 65310 VEHICLE MAINTENANC	31,450	0	31,450	22,280.42	.00	9,169.58	70.8%
101310 65311 GAS, GREASE, & OIL	41,926	0	41,926	35,538.76	.00	6,387.24	84.8%
101310 65470 DOG EXPENSE	750	0	750	120.00	.00	630.00	16.0%
101310 65480 OTHER PROFESSIONAL	1,425	0	1,425	4,962.00	.00	-3,537.00	348.2%*
101310 65500 MAINTENANCE OF BLD	4,900	0	4,900	6,651.58	.00	-1,751.58	135.7%*
101310 65521 UNIFORMS	18,820	0	18,820	29,663.07	.00	-10,843.07	157.6%*
101310 66010 OFFICE SUPPLIES	4,000	0	4,000	3,404.23	.00	595.77	85.1%
101310 66020 BOOKS/SUBSCRIPTION	2,500	0	2,500	3,288.75	.00	-788.75	131.6%*
101310 66030 OTHER SUPPLIES	3,200	0	3,200	3,283.25	.00	-83.25	102.6%*
101310 66032 ARMORY SUPPLIES	8,500	0	8,500	8,202.58	.00	297.42	96.5%
101310 66040 JANITORIAL SUPPLIE	1,700	0	1,700	2,151.79	.00	-451.79	126.6%*
101310 67510 OFFICE FURNITURE &	1,000	0	1,000	788.98	.00	211.02	78.9%
101310 67517 BULLET PROOF VESTS	5,300	0	5,300	6,837.07	.00	-1,537.07	129.0%*
TOTAL POLICE	2,231,411	0	2,231,411	2,277,150.04	.00	-45,739.04	102.0%
101320 FIRE							
101320 64003 FIRE CHIEF SALARY	55,459	0	55,459	71,683.24	.00	-16,224.24	129.3%*

FOR 2019 13

ACCOUNTS FOR: 1000	TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
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101320	64020	PART TIME SALARIES	135,296	0	135,296	109,696.68	.00	25,599.32	81.1%
101320	64043	ON-CALL FIREFIGHTE	18,144	0	18,144	16,319.98	.00	1,824.02	89.9%
101320	64095	ACCIDENT & HEALTH	1,938	0	1,938	2,072.00	.00	-134.00	106.9%*
101320	65020	TELEPHONE & INTERN	8,340	0	8,340	7,905.29	.00	434.71	94.8%
101320	65040	EDUCATIONAL/MEETIN	2,034	0	2,034	1,725.69	.00	308.31	84.8%
101320	65045	TRAINING	5,000	0	5,000	2,069.89	.00	2,930.11	41.4%
101320	65046	HEALTH/PHYSICAL	2,778	0	2,778	1,969.20	.00	808.80	70.9%
101320	65080	LEGAL NOTICES/OTHE	0	0	0	102.57	.00	-102.57	100.0%*
101320	65200	ELECTRICITY	10,100	0	10,100	8,168.08	.00	1,931.92	80.9%
101320	65220	WATER	302	0	302	293.20	.00	8.80	97.1%
101320	65230	FUEL OIL	17,000	0	17,000	16,078.73	.00	921.27	94.6%
101320	65250	SEWER	300	0	300	300.00	.00	.00	100.0%
101320	65300	MACHINE & EQUIPMEN	29,029	0	29,029	22,550.51	.00	6,478.49	77.7%
101320	65302	PROTECTIVE & SAFET	3,120	0	3,120	4,202.57	.00	-1,082.57	134.7%*
101320	65311	GAS, GREASE, & OIL	7,250	0	7,250	5,887.46	.00	1,362.54	81.2%
101320	65312	TIRES & TUBES	2,600	0	2,600	4,522.14	.00	-1,922.14	173.9%*
101320	65330	RADIO MAINTENANCE	4,657	0	4,657	4,298.79	.00	358.21	92.3%
101320	65480	OTHER PROFESSIONAL	7,056	0	7,056	7,397.03	.00	-341.03	104.8%*
101320	65500	MAINTENANCE OF BLD	15,335	0	15,335	17,898.13	.00	-2,563.13	116.7%*
101320	66010	OFFICE SUPPLIES	672	0	672	187.63	.00	484.37	27.9%
101320	66020	BOOKS/SUBSCRIPTION	200	0	200	48.60	.00	151.40	24.3%
101320	66040	JANITORIAL SUPPLIE	600	0	600	702.52	.00	-102.52	117.1%*
101320	67505	EXTINGUISHER MAINT	500	0	500	264.71	.00	235.29	52.9%
101320	67515	LANTERNS & BATTERI	200	0	200	239.98	.00	-39.98	120.0%*
101320	67520	OPERATING EQUIPMEN	4,000	0	4,000	3,335.94	.00	664.06	83.4%
TOTAL FIRE		331,910	0	331,910	309,920.56	.00	21,989.44	93.4%	
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101330 STREETLIGHTS									
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101330	65200	ELECTRICITY - STRE	110,000	0	110,000	105,930.95	.00	4,069.05	96.3%
101330	65300	MACHINE & EQUIPMEN	10,000	0	10,000	25,139.00	.00	-15,139.00	251.4%*
TOTAL STREETLIGHTS		120,000	0	120,000	131,069.95	.00	-11,069.95	109.2%	
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101340 HYDRANT RENTALS									
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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%	
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101350 CIVIL EMERGENCY PREPARDNESS									

08/07/2019 11:53
220kamar

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

P 6
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101350 65020 TELEPHONE & INTERN	300	0	300	.00	.00	300.00	.0%
101350 65060 PRINTING	300	0	300	.00	.00	300.00	.0%
101350 66010 OFFICE SUPPLIES	100	0	100	.00	.00	100.00	.0%
TOTAL CIVIL EMERGENCY PREPARDNESS	700	0	700	.00	.00	700.00	.0%
101410 HIGHWAY							
101410 64004 HIGHWAY 35% COMM S	27,961	0	27,961	33,409.26	.00	-5,448.26	119.5%*
101410 64010 FULL TIME SALARIES	441,844	0	441,844	438,385.08	.00	3,458.92	99.2%
101410 64015 ADMINISTRATIVE ASS	48,682	0	48,682	49,941.25	.00	-1,259.25	102.6%*
101410 64020 PART TIME WAGES	51,841	0	51,841	28,071.91	.00	23,769.09	54.2%
101410 64029 OVERTIME - SNOW &	75,000	0	75,000	63,166.85	.00	11,833.15	84.2%
101410 64030 OVERTIME	6,500	0	6,500	12,268.25	.00	-5,768.25	188.7%*
101410 65010 POSTAGE	500	0	500	43.51	.00	456.49	8.7%
101410 65020 TELEPHONE & INTERN	4,200	0	4,200	4,931.39	.00	-731.39	117.4%*
101410 65030 TRANSPORTATION	750	0	750	541.00	.00	209.00	72.1%
101410 65040 EDUCATIONAL/MEETIN	4,000	0	4,000	2,394.98	.00	1,605.02	59.9%
101410 65060 PRINTING	600	0	600	646.73	.00	-46.73	107.8%*
101410 65080 LEGAL NOTICES/OTHE	1,000	0	1,000	.00	.00	1,000.00	.0%
101410 65200 ELECTRICITY	4,000	0	4,000	4,957.42	.00	-957.42	123.9%*
101410 65220 WATER	2,300	0	2,300	1,339.34	.00	960.66	58.2%
101410 65230 FUEL OIL	7,000	0	7,000	6,673.66	.00	326.34	95.3%
101410 65250 SEWER	350	0	350	375.00	.00	-25.00	107.1%*
101410 65300 MACHINE & EQUIPMEN	18,000	0	18,000	15,508.52	.00	2,491.48	86.2%
101410 65302 PROTECTIVE & SAFET	3,000	0	3,000	2,711.13	.00	288.87	90.4%
101410 65303 FACILITY SAFETY IN	1,250	0	1,250	1,300.00	.00	-50.00	104.0%*
101410 65310 VEHICLE MAINTENANC	16,000	0	16,000	15,607.16	.00	392.84	97.5%
101410 65311 GAS, GREASE, & OIL	48,600	0	48,600	47,664.13	.00	935.87	98.1%
101410 65312 TIRES & TUBES	8,000	0	8,000	3,451.34	.00	4,548.66	43.1%
101410 65450 TARRING & PATCHING	10,000	0	10,000	18,025.31	.00	-8,025.31	180.3%*
101410 65452 SALT	140,000	0	140,000	186,569.93	.00	-46,569.93	133.3%*
101410 65454 SAND	2,100	0	2,100	.00	.00	2,100.00	.0%
101410 65456 GRAVEL & FILL	3,000	0	3,000	2,568.49	.00	431.51	85.6%
101410 65458 DRAINAGE SUPPLIES	5,000	0	5,000	4,548.15	.00	451.85	91.0%
101410 65460 SIGNS	10,000	0	10,000	6,976.19	.00	3,023.81	69.8%
101410 65462 STRIPING	32,000	0	32,000	32,967.07	.00	-967.07	103.0%*
101410 65466 SNOW REMOVAL EQUIP	18,300	0	18,300	23,905.69	.00	-5,605.69	130.6%*
101410 65480 OTHER PROFESSIONAL	25,000	0	25,000	24,454.00	.00	546.00	97.8%
101410 65500 MAINTENANCE OF BLD	6,500	0	6,500	7,811.49	.00	-1,311.49	120.2%*
101410 65521 UNIFORMS	4,400	0	4,400	3,200.00	.00	1,200.00	72.7%

08/07/2019 11:53
220kamar

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

P 7
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101410 65522 C.D.L PROGRAMS	850	0	850	252.19	.00	597.81	29.7%
101410 66009 SHOP SUPPLIES	15,000	0	15,000	17,731.52	.00	-2,731.52	118.2%*
101410 66010 OFFICE SUPPLIES	800	0	800	838.19	.00	-38.19	104.8%*
101410 66011 HAND TOOLS	600	0	600	638.62	.00	-38.62	106.4%*
101410 66020 BOOKS/SUBSCRIPTION	1,000	0	1,000	585.03	.00	414.97	58.5%
101410 66030 OTHER SUPPLIES	400	0	400	851.33	.00	-451.33	212.8%*
101410 66040 JANITORIAL SUPPLIE	6,500	0	6,500	7,754.43	.00	-1,254.43	119.3%*
101410 67514 PLANT EQUIPMENT	1,500	0	1,500	1,459.41	.00	40.59	97.3%
101410 67518 RENTAL EQUIPMENT	3,000	0	3,000	1,680.90	.00	1,319.10	56.0%
101410 67520 OPERATING EQUIPMEN	2,000	0	2,000	779.21	.00	1,220.79	39.0%
101410 67540 IMPROVEMENTS TO BL	2,000	0	2,000	1,316.23	.00	683.77	65.8%
TOTAL HIGHWAY	1,061,328	0	1,061,328	1,078,301.29	.00	-16,973.29	101.6%
101520 GENERAL ASSISTANCE							
101520 65480 OTHER PROF SERVICE	50,000	0	50,000	49,070.03	.00	929.97	98.1%
TOTAL GENERAL ASSISTANCE	50,000	0	50,000	49,070.03	.00	929.97	98.1%
101530 PUBLIC HEALTH SERVICE							
101530 64020 PART TIME SALARIES	520	0	520	500.00	.00	20.00	96.2%
TOTAL PUBLIC HEALTH SERVICE	520	0	520	500.00	.00	20.00	96.2%
101540 COMMUNITY AGENCIES							
101540 65479 FAIR TIDE	1,600	0	1,600	1,600.00	.00	.00	100.0%
101540 65482 AIDS RESPONSE SEAC	965	0	965	965.00	.00	.00	100.0%
101540 65492 YORK COUNTY COMMUN	2,500	0	2,500	2,500.00	.00	.00	100.0%
101540 65496 YORK COUNTY SHELTE	500	0	500	.00	.00	500.00	.0%
101540 65497 SO MAINE AREA AGEN	1,300	0	1,300	1,300.00	.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%
TOTAL COMMUNITY AGENCIES	9,165	0	9,165	8,365.00	.00	800.00	91.3%
101720 PLANNING BOARD & BOA							
101720 65010 POSTAGE	500	0	500	.00	.00	500.00	.0%

08/07/2019 11:53
220kamar

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

P 8
glytdbud

FOR 2019 13

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101720 65040 EDUCATIONAL/MEETIN	1,750	0	1,750	495.00	.00	1,255.00	28.3%
101720 65060 PRINTING	500	0	500	.00	.00	500.00	.0%
101720 65080 LEGAL NOTICES & OT	1,500	0	1,500	778.94	.00	721.06	51.9%
101720 65480 OTHER PROFESSIONAL	5,000	0	5,000	1,320.01	.00	3,679.99	26.4%
101720 66010 OFFICE SUPPLIES	200	0	200	.00	.00	200.00	.0%
101720 66026 SMRPC MEMBERSHIP	4,699	0	4,699	5,018.00	.00	-319.00	106.8%*
TOTAL PLANNING BOARD & BOA	14,149	0	14,149	7,611.95	.00	6,537.05	53.8%

101721 PLANNING / CODE

101721 64005 CODE ENFORCEMENT S	65,806	0	65,806	65,369.85	.00	436.15	99.3%
101721 64006 PLANNER SALARY	55,000	0	55,000	63,960.68	.00	-8,960.68	116.3%*
101721 64010 DEVELOPMENT STAFF	24,727	0	24,727	25,192.09	.00	-465.09	101.9%*
101721 64018 ASST CODE ENFORCEM	51,879	0	51,879	51,685.40	.00	193.60	99.6%
101721 64020 SHORELAND RESOURCE	19,307	0	19,307	18,467.01	.00	839.99	95.6%
101721 64030 OVERTIME	0	0	0	2,968.47	.00	-2,968.47	100.0%*
101721 64042 DIRECTOR OF PLANNI	97,138	0	97,138	98,964.48	.00	-1,826.48	101.9%*
101721 65010 POSTAGE	200	0	200	.00	.00	200.00	.0%
101721 65020 TELEPHONE & INTERN	1,350	0	1,350	748.35	.00	601.65	55.4%
101721 65030 TRANSPORTATION	1,000	0	1,000	123.83	.00	876.17	12.4%
101721 65040 EDUCATIONAL/MEETIN	2,500	0	2,500	1,010.68	.00	1,489.32	40.4%
101721 65060 PRINTING	600	0	600	.00	.00	600.00	.0%
101721 65080 LEGAL NOTICES & OT	0	0	0	150.00	.00	-150.00	100.0%*
101721 65300 MACHINE & EQUIPMEN	4,000	0	4,000	3,686.21	.00	313.79	92.2%
101721 65310 VEHICLE MAINTENANC	250	0	250	.00	.00	250.00	.0%
101721 65311 GAS, GREASE, & OIL	500	0	500	827.93	.00	-327.93	165.6%*
101721 65400 LEGAL SERVICES	10,000	0	10,000	6,390.00	.00	3,610.00	63.9%
101721 65480 OTHER PROFESSIONAL	5,000	0	5,000	.00	.00	5,000.00	.0%
101721 65521 UNIFORMS	450	0	450	219.99	.00	230.01	48.9%
101721 66010 OFFICE SUPPLIES	1,000	0	1,000	270.06	.00	729.94	27.0%
101721 66020 BOOKS/SUBSCRIPTION	750	0	750	70.00	.00	680.00	9.3%
101721 66030 OTHER SUPPLIES	500	0	500	51.09	.00	448.91	10.2%
101721 67510 OFFICE FURNITURE &	500	0	500	.00	.00	500.00	.0%
TOTAL PLANNING / CODE	342,457	0	342,457	340,156.12	.00	2,300.88	99.3%

101730 IN TOWN PARKS

101730 64007 PARKS 10% COMM SAL	7,989	0	7,989	9,545.69	.00	-1,556.69	119.5%*
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08/07/2019 11:53
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**TOWN OF KITTEERY - LIVE
 YEAR-TO-DATE BUDGET REPORT**

 P 9
 glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101730 64010 FULL TIME SALARIES	46,874	0	46,874	47,229.50	.00	-355.50	100.8%*
101730 64020 PART TIME SALARIES	28,600	0	28,600	15,208.20	.00	13,391.80	53.2%
101730 64030 OVERTIME	1,330	0	1,330	580.13	.00	749.87	43.6%
101730 65040 EDUCATIONAL/MEETIN	100	0	100	.00	.00	100.00	.0%
101730 65060 PRINTING	100	0	100	.00	.00	100.00	.0%
101730 65080 LEGAL NOTICES/OTHE	150	0	150	.00	.00	150.00	.0%
101730 65200 ELECTRICITY	1,500	0	1,500	956.82	.00	543.18	63.8%
101730 65220 WATER	7,200	0	7,200	3,872.42	.00	3,327.58	53.8%
101730 65300 MACHINE & EQUIPMEN	2,000	0	2,000	1,029.14	.00	970.86	51.5%
101730 65302 PROTECTIVE & SAFET	350	0	350	242.75	.00	107.25	69.4%
101730 65303 FACILITY SAFETY IN	625	0	625	120.68	.00	504.32	19.3%
101730 65310 VEHICLE MAINTENANC	1,000	0	1,000	637.18	.00	362.82	63.7%
101730 65311 GAS, GREASE, & OIL	4,000	0	4,000	2,697.58	.00	1,302.42	67.4%
101730 65312 TIRES & TUBES	1,000	0	1,000	664.48	.00	335.52	66.4%
101730 65457 LOAM & SOD	3,000	0	3,000	117.00	.00	2,883.00	3.9%
101730 65480 OTHER PROFESSIONAL	25,000	0	25,000	26,972.00	.00	-1,972.00	107.9%*
101730 65500 MAINTENANCE OF BLD	1,000	0	1,000	1,061.96	.00	-61.96	106.2%*
101730 65521 UNIFORMS	400	0	400	400.00	.00	.00	100.0%
101730 66011 HAND TOOLS	150	0	150	120.47	.00	29.53	80.3%
101730 66030 OTHER SUPPLIES	150	0	150	107.30	.00	42.70	71.5%
101730 66040 JANITORIAL SUPPLIE	100	0	100	.00	.00	100.00	.0%
101730 67520 OPERATING EQUIPMEN	1,000	0	1,000	468.92	.00	531.08	46.9%
TOTAL IN TOWN PARKS	133,618	0	133,618	112,032.22	.00	21,585.78	83.8%

101735 FT FOSTER SEAPOINT & CRESCENT

101735 64007 PARKS 15% COMM SAL	11,983	0	11,983	14,318.29	.00	-2,335.29	119.5%*
101735 64010 FULL TIME SALARIES	50,498	0	50,498	51,289.59	.00	-791.59	101.6%*
101735 64020 PART TIME SALARIES	54,965	0	54,965	54,363.67	.00	601.33	98.9%
101735 64030 OVERTIME	6,765	0	6,765	11,027.18	.00	-4,262.18	163.0%*
101735 65020 TELEPHONE & INTERN	1,400	0	1,400	1,427.52	.00	-27.52	102.0%*
101735 65040 EDUCATIONAL/MEETIN	100	0	100	.00	.00	100.00	.0%
101735 65060 PRINTING	3,500	0	3,500	3,819.34	.00	-319.34	109.1%*
101735 65080 LEGAL NOTICES/OTHE	200	0	200	240.00	.00	-40.00	120.0%*
101735 65200 ELECTRICITY	500	0	500	250.58	.00	249.42	50.1%
101735 65220 WATER	600	0	600	.00	.00	600.00	.0%
101735 65300 MACHINE & EQUIPMEN	1,500	0	1,500	420.26	.00	1,079.74	28.0%
101735 65302 PROTECTIVE & SAFET	600	0	600	391.78	.00	208.22	65.3%
101735 65303 FACILITY SAFETY IN	625	0	625	180.00	.00	445.00	28.8%
101735 65310 VEHICLE MAINTENANC	1,000	0	1,000	.00	.00	1,000.00	.0%
101735 65311 GAS, GREASE, & OIL	4,000	0	4,000	793.49	.00	3,206.51	19.8%

08/07/2019 11:53
220kamar

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

P 10
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101735 65312 TIRES & TUBES	700	0	700	.00	.00	700.00	.0%
101735 65480 OTHER PROFESSIONAL	4,000	0	4,000	4,573.04	.00	-573.04	114.3%*
101735 65500 MAINTENANCE OF BLD	4,500	0	4,500	2,128.76	.00	2,371.24	47.3%
101735 65510 PAINTING	400	0	400	217.19	.00	182.81	54.3%
101735 65521 UNIFORMS	700	0	700	391.20	.00	308.80	55.9%
101735 66011 HAND TOOLS	150	0	150	164.39	.00	-14.39	109.6%*
101735 66030 OTHER SUPPLIES	900	0	900	757.23	.00	142.77	84.1%
101735 66040 JANITORIAL SUPPLIE	4,500	0	4,500	4,697.03	.00	-197.03	104.4%*
101735 67520 OPERATING EQUIPMEN	1,200	0	1,200	39.58	.00	1,160.42	3.3%
101735 67575 SEAPOINT BEACH	200	0	200	200.00	.00	.00	100.0%
TOTAL FT FOSTER SEAPOINT & CRESCENT	155,486	0	155,486	151,690.12	.00	3,795.88	97.6%
101740 MISCELLANEOUS ACCOUNTS							
101740 65023 EPA STORMWATER 4 P	19,600	0	19,600	19,103.88	.00	496.12	97.5%
101740 65025 COMPUTER REPAIR/RE	42,000	0	42,000	42,798.51	.00	-798.51	101.9%*
101740 65455 MEMORIAL DAY ACTIV	700	0	700	1,190.88	.00	-490.88	170.1%*
101740 65951 SHELLFISH CONSERVA	3,560	0	3,560	1,950.00	.00	1,610.00	54.8%
101740 66036 CONSERVATION COMMI	500	0	500	27.28	.00	472.72	5.5%
101740 68427 SELF INSURANCE CLA	0	0	0	2,250.00	.00	-2,250.00	100.0%*
101740 68525 MOSQUITO/TICK CONT	35,000	0	35,000	35,193.80	.00	-193.80	100.6%*
101740 68532 GIS WEB ACCOUNT	3,600	0	3,600	3,600.00	.00	.00	100.0%
101740 69200 PSAP PAID TO YORK	28,000	0	28,000	28,674.25	.00	-674.25	102.4%*
TOTAL MISCELLANEOUS ACCOUNTS	132,960	0	132,960	134,788.60	.00	-1,828.60	101.4%
101750 STATE/BANK FEES							
101750 65952 OVERAGE/SHORTAGE	0	0	0	-229.62	.00	229.62	100.0%
101750 65954 BANK FEES/CHARGES	600	0	600	12.00	.00	588.00	2.0%
TOTAL STATE/BANK FEES	600	0	600	-217.62	.00	817.62	-36.3%
101760 CAPITAL IMPROVEMENT PLAN							
101760 68750 CIP HOLDING DEDICA	650,900	0	650,900	650,900.00	.00	.00	100.0%
101760 68751 CIP DEPT CAPITAL R	882,717	0	882,717	882,717.00	.00	.00	100.0%

08/07/2019 11:53
220kamar

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

P 11
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101760 68752 CIP CAP FUNDING RE	169,664	0	169,664	169,663.58	.00	.42	100.0%
TOTAL CAPITAL IMPROVEMENT PLAN	1,703,281	0	1,703,281	1,703,280.58	.00	.42	100.0%
<hr/> 101810 LIBRARY							
101810 65480 OTHER PROF SERV -	478,901	0	478,901	478,901.01	.00	-.01	100.0%*
TOTAL LIBRARY	478,901	0	478,901	478,901.01	.00	-.01	100.0%
<hr/> 101830 RECREATION							
101830 64008 RECREATION DIRECTO	78,758	0	78,758	79,658.85	.00	-900.85	101.1%*
101830 64009 ASST DIRECTOR/GEN	58,417	0	58,417	59,439.87	.00	-1,022.87	101.8%*
101830 64010 EARLY CHILDHOOD SU	43,595	0	43,595	48,055.04	.00	-4,460.04	110.2%*
101830 64012 RECREATION SUPERVI	46,833	0	46,833	37,043.18	.00	9,789.82	79.1%
101830 64013 ASST EARLY CHILDCA	35,219	0	35,219	21,616.03	.00	13,602.97	61.4%
101830 64014 LEAD TEACHERS	59,908	0	59,908	72,455.06	.00	-12,547.06	120.9%*
101830 64015 SPORTS COORDINATOR	36,640	0	36,640	37,338.85	.00	-698.85	101.9%*
101830 64016 RECEPTIONISTS	50,261	0	50,261	49,374.64	.00	886.36	98.2%
101830 64017 BOOKKEEPER/SECRETA	21,628	0	21,628	21,925.78	.00	-297.78	101.4%*
101830 64020 PT SAFE SCHOOL YEA	21,000	0	21,000	24,021.19	.00	-3,021.19	114.4%*
101830 64021 SAFE SUMMER SALARI	33,822	0	33,822	38,313.33	.00	-4,491.33	113.3%*
101830 64023 ADVENTURE SUMMER S	15,354	0	15,354	14,594.50	.00	759.50	95.1%
101830 64024 FT CUSTODIANS	36,640	0	36,640	36,597.33	.00	42.67	99.9%
101830 64025 PRE-SCHOOL STAFF S	125,000	0	125,000	136,715.01	.00	-11,715.01	109.4%*
101830 64026 INSTRUCTORS STIPEN	21,500	0	21,500	22,958.37	.00	-1,458.37	106.8%*
101830 64027 CUSTODIAN WAGES	32,190	0	32,190	31,279.24	.00	910.76	97.2%
101830 64028 THEATRE TECHNICIAN	500	0	500	120.00	.00	380.00	24.0%
101830 64030 OVERTIME	8,000	0	8,000	1,704.88	.00	6,295.12	21.3%
101830 64041 FACILITIES MAINT S	51,067	0	51,067	52,024.44	.00	-957.44	101.9%*
101830 64060 FICA EMPLOYER SHAR	0	0	0	92.88	.00	-92.88	100.0%*
101830 65010 POSTAGE	1,500	0	1,500	762.28	.00	737.72	50.8%
101830 65020 TELEPHONE & INTERN	5,000	0	5,000	3,824.95	.00	1,175.05	76.5%
101830 65030 TRANSPORTATION	3,500	0	3,500	7,256.67	.00	-3,756.67	207.3%*
101830 65060 PRINTING	7,800	0	7,800	7,800.00	.00	.00	100.0%
101830 65200 ELECTRICITY / UTIL	44,000	0	44,000	36,006.23	.00	7,993.77	81.8%
101830 65220 WATER	3,342	0	3,342	3,322.02	.00	19.98	99.4%
101830 65230 NATURAL GAS	35,000	0	35,000	39,454.94	.00	-4,454.94	112.7%*
101830 65250 SEWER	2,300	0	2,300	2,937.66	.00	-637.66	127.7%*

08/07/2019 11:53
220kamar

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

P 12
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101830 65300 MACHINE & EQUIPMEN	6,000	0	6,000	4,362.79	.00	1,637.21	72.7%
101830 65310 VEHICLE MAINTENANC	1,000	0	1,000	12.50	.00	987.50	1.3%
101830 65478 PROGRAM SERVICES	4,000	0	4,000	3,806.23	.00	193.77	95.2%
101830 65480 OTHER PROFESSIONAL	2,500	0	2,500	2,181.20	.00	318.80	87.2%
101830 65500 MAINTENANCE OF BLD	13,000	0	13,000	13,497.37	.00	-497.37	103.8%*
101830 65521 UNIFORMS	0	0	0	536.69	.00	-536.69	100.0%*
101830 65610 SAFE SCHCOOL YEAR	3,500	0	3,500	2,414.19	.00	1,085.81	69.0%
101830 65615 SAFE SUMMER PROGRA	19,000	0	19,000	22,225.96	.00	-3,225.96	117.0%*
101830 65620 ADVENTURE ADOLESCE	19,000	0	19,000	22,788.98	.00	-3,788.98	119.9%*
101830 65630 INSTRUCTORS-CONTRA	2,800	0	2,800	11,397.35	.00	-8,597.35	407.0%*
101830 65640 SPECIAL EVENTS	9,500	0	9,500	8,656.53	.00	843.47	91.1%
101830 65650 SENIOR PROGRAMS	7,000	0	7,000	3,153.87	.00	3,846.13	45.1%
101830 65670 TEAM EXPENSE	7,000	0	7,000	8,658.31	.00	-1,658.31	123.7%*
101830 65680 PRESCHOOL PROGRAM	8,500	0	8,500	8,551.74	.00	-51.74	100.6%*
101830 65801 CONTRACTED SERVICE	39,800	0	39,800	44,818.73	.00	-5,018.73	112.6%*
101830 65802 ANNEX UTILITIES	4,000	0	4,000	267.86	.00	3,732.14	6.7%
101830 65803 MISCELLANEOUS	9,000	0	9,000	5,164.74	.00	3,835.26	57.4%
101830 66010 OFFICE SUPPLIES	3,000	0	3,000	3,160.44	.00	-160.44	105.3%*
101830 66030 OTHER SUPPLIES	4,000	0	4,000	3,169.73	.00	830.27	79.2%
101830 66031 THEATRE SUPPLIES	1,000	0	1,000	766.69	.00	233.31	76.7%
101830 66040 JANITORIAL SUPPLIE	12,500	0	12,500	11,969.00	.00	531.00	95.8%
TOTAL RECREATION	1,054,874	0	1,054,874	1,068,254.12	.00	-13,380.12	101.3%

101840 HARBORMASTER-K.P.A

101840 64010 HARBOR MASTER FULL	52,000	0	52,000	57,240.00	.00	-5,240.00	110.1%*
101840 64020 PART TIME SALARIES	14,000	0	14,000	13,378.16	.00	621.84	95.6%
101840 65010 POSTAGE	100	0	100	.00	.00	100.00	.0%
101840 65020 TELEPHONE & INTERN	1,100	0	1,100	1,434.15	.00	-334.15	130.4%*
101840 65030 TRANSPORTATION	500	0	500	.00	.00	500.00	.0%
101840 65052 PETTY CASH REPLENI	0	0	0	180.00	.00	-180.00	100.0%*
101840 65200 ELECTRICITY	1,500	0	1,500	2,035.69	.00	-535.69	135.7%*
101840 65220 WATER	600	0	600	358.29	.00	241.71	59.7%
101840 65240 DUMPSTERS/TRASH RE	1,300	0	1,300	998.42	.00	301.58	76.8%
101840 65250 SEWER	0	0	0	100.00	.00	-100.00	100.0%*
101840 65305 BOAT EQUIPMENT MAI	750	0	750	4,153.72	.00	-3,403.72	553.8%*
101840 65311 GAS, GREASE, & OIL	750	0	750	462.24	.00	287.76	61.6%
101840 65452 SAFETY	1,000	0	1,000	.00	.00	1,000.00	.0%
101840 65460 SIGNS	500	0	500	65.74	.00	434.26	13.1%
101840 65462 RIGGING	9,600	0	9,600	7,887.22	.00	1,712.78	82.2%
101840 65463 SANITATION	3,900	0	3,900	1,631.00	.00	2,269.00	41.8%

08/07/2019 11:53
220kamar

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

P 13
glytddbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101840 65470 PROFESSIONAL DEVE	550	0	550	525.00	.00	25.00	95.5%
101840 65480 OTHER PROFESSIONAL	2,500	0	2,500	2,156.90	.00	343.10	86.3%
101840 65500 MAIN BLDG/GROUNDS	3,000	0	3,000	8,766.84	.00	-5,766.84	292.2%*
101840 65521 UNIFORMS	500	0	500	241.04	.00	258.96	48.2%
101840 66010 OFFICE SUPPLIES	500	0	500	237.33	.00	262.67	47.5%
101840 66040 JANITORIAL SUPPLIE	300	0	300	237.14	.00	62.86	79.0%
TOTAL HARBORMASTER-K.P.A	94,950	0	94,950	102,088.88	.00	-7,138.88	107.5%

101930 RESOURCE RECOVERY FACILITY

101930 64009 SOLID WASTE 40% CO	31,956	0	31,956	38,182.16	.00	-6,226.16	119.5%*
101930 64010 FULL TIME SALARIES	171,051	0	171,051	165,292.17	.00	5,758.83	96.6%
101930 64020 PART TIME SALARIES	0	0	0	1,512.00	.00	-1,512.00	100.0%*
101930 64030 OVERTIME	7,000	0	7,000	5,435.84	.00	1,564.16	77.7%
101930 65020 TELEPHONE & INTERN	2,000	0	2,000	823.08	.00	1,176.92	41.2%
101930 65030 TRANSPORTATION	200	0	200	.00	.00	200.00	.0%
101930 65040 EDUCATIONAL/MEETIN	1,000	0	1,000	50.00	.00	950.00	5.0%
101930 65060 PRINTING	1,500	0	1,500	1,408.28	.00	91.72	93.9%
101930 65090 ZERO WASTE PROGRAM	2,500	0	2,500	660.00	.00	1,840.00	26.4%
101930 65200 ELECTRICITY	11,000	0	11,000	13,996.87	.00	-2,996.87	127.2%*
101930 65220 WATER	950	0	950	601.57	.00	348.43	63.3%
101930 65230 FUEL OIL	1,230	0	1,230	410.63	.00	819.37	33.4%
101930 65300 MACHINE & EQUIPMEN	3,500	0	3,500	3,351.81	.00	148.19	95.8%
101930 65302 PROTECTIVE & SAFET	1,000	0	1,000	1,899.67	.00	-899.67	190.0%*
101930 65303 FACILITY SAFETY IN	1,250	0	1,250	79.99	.00	1,170.01	6.4%
101930 65311 GAS, GREASE, & OIL	10,000	0	10,000	9,026.28	.00	973.72	90.3%
101930 65312 TIRES & TUBES	3,000	0	3,000	.00	.00	3,000.00	.0%
101930 65480 OTHER PROFESSIONAL	250,000	0	250,000	238,315.77	.00	11,684.23	95.3%
101930 65500 MAINTENANCE OF BLD	8,000	0	8,000	2,692.65	.00	5,307.35	33.7%
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	3,063.25	.00	2,936.75	51.1%
101930 66010 OFFICE SUPPLIES	250	0	250	89.44	.00	160.56	35.8%
101930 66011 HAND TOOLS	200	0	200	332.95	.00	-132.95	166.5%*
101930 66030 OTHER SUPPLIES	250	0	250	139.17	.00	110.83	55.7%
101930 66040 JANITORIAL SUPPLIE	1,400	0	1,400	1,384.93	.00	15.07	98.9%
101930 67516 PLANT EQUIPMENT MA	10,500	0	10,500	12,017.20	.00	-1,517.20	114.4%*
101930 67553 ASPHALT SURFACE MA	7,500	0	7,500	.00	.00	7,500.00	.0%
TOTAL RESOURCE RECOVERY FACILITY	535,237	0	535,237	503,165.71	.00	32,071.29	94.0%

103000 SHARED EXPENSES - OTHER INSURA

103000 64060 FICA EMPLOYER SHAR	388,905	0	388,905	377,382.61	.00	11,522.39	97.0%
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08/07/2019 11:53
220kamar

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

P 14
glytddbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
103000 64070 WORKERS' COMP INSU	186,587	0	186,587	141,109.23	.00	45,477.77	75.6%
103000 64090 RETIRED EMP MEDICA	212,306	0	212,306	186,407.77	.00	25,898.23	87.8%
103000 64092 DISABILITY INSURAN	28,756	0	28,756	29,514.01	.00	-758.01	102.6%*
103000 65101 MMA RISK POOL	170,949	0	170,949	166,525.62	.00	4,423.38	97.4%
103000 65115 UNEMPLOYMENT COMPE	0	0	0	2,683.24	.00	-2,683.24	100.0%*
103000 65150 MISCELLANEOUS INSU	4,600	0	4,600	4,898.40	.00	-298.40	106.5%*
103000 65210 UNION CENTRAL LIFE	2,600	0	2,600	2,404.70	.00	195.30	92.5%
TOTAL SHARED EXPENSES - OTHER INSURA	994,703	0	994,703	910,925.58	.00	83,777.42	91.6%
103001 SHARED EXPENSE - HEALTH/DENTAL							
103001 64090 MAJOR MEDICAL INSU	1,134,533	0	1,134,533	1,009,077.87	.00	125,455.13	88.9%
103001 64091 DENTAL INSURANCE	13,845	0	13,845	10,520.02	.00	3,324.98	76.0%
TOTAL SHARED EXPENSE - HEALTH/DENTAL	1,148,378	0	1,148,378	1,019,597.89	.00	128,780.11	88.8%
103002 RETIREMENT							
103002 64050 MAINE STATE RETIRE	479,268	0	479,268	466,247.72	.00	13,020.28	97.3%
103002 64051 ICMA EMPLOYER SHAR	28,426	0	28,426	22,645.66	.00	5,780.34	79.7%
TOTAL RETIREMENT	507,694	0	507,694	488,893.38	.00	18,800.62	96.3%
108000 ADULT ED							
108000 69480 ADULT EDUCATION FU	86,765	0	86,765	86,765.00	.00	.00	100.0%
TOTAL ADULT ED	86,765	0	86,765	86,765.00	.00	.00	100.0%
1111 TOWN REVENUE							
1111 43001 PROPERTY TAX REVENUE	-9,240,217	-113,564	-9,353,781	-9,366,387.28	.00	12,606.28	100.1%
1111 43003 PROPERTY TAX ABATEME	0	0	0	85,212.83	.00	-85,212.83	100.0%*
1111 43004 PAYMENT IN LIEU OF T	-7,000	0	-7,000	-3,286.00	.00	-3,714.00	46.9%*
1111 43006 HOMESTEAD EXEMPT STA	-180,000	0	-180,000	-342,862.00	.00	162,862.00	190.5%

08/07/2019 11:53
220kamar

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

P 15
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1111 43007 TREE GROWTH REVENUE	-2,758	0	-2,758	-2,771.89	.00	13.89	100.5%
1111 43031 EXCISE TAX AUTOMOBIL	-1,750,000	0	-1,750,000	-2,007,155.42	.00	257,155.42	114.7%
1111 43032 EXCISE TAX BOAT	-27,500	0	-27,500	-29,399.30	.00	1,899.30	106.9%
1111 43109 SIGN PERMITS	-3,000	0	-3,000	-2,925.00	.00	-75.00	97.5%*
1111 43110 CODE ENFORCEMENT FEE	-280,000	0	-280,000	-297,271.60	.00	17,271.60	106.2%
1111 43113 BOARD OF ASSESSMENT	-200	0	-200	.00	.00	-200.00	.0%*
1111 43114 ADDITIONAL LAND USE	-4,400	0	-4,400	-5,010.00	.00	610.00	113.9%
1111 43115 PLANNING FEES (SUBDI	-16,000	0	-16,000	-24,208.00	.00	8,208.00	151.3%
1111 43120 TOWN CLERK FEES	-22,000	0	-22,000	-26,701.00	.00	4,701.00	121.4%
1111 43121 WILDLIFE AGENT FEE	-1,200	0	-1,200	-1,218.00	.00	18.00	101.5%
1111 43122 ANIMAL WELFARE AGENT	-1,600	0	-1,600	-1,570.00	.00	-30.00	98.1%*
1111 43130 TOWN REGISTRATION FE	-27,000	0	-27,000	-28,919.00	.00	1,919.00	107.1%
1111 43135 HWY PERMITS & FEES	-1,000	0	-1,000	-530.00	.00	-470.00	53.0%*
1111 43140 SOLID WASTE PERMITS	-55,000	0	-55,000	-104,108.00	.00	49,108.00	189.3%
1111 43145 SOLID WASTE RECYCLIN	-125,000	0	-125,000	-53,494.46	.00	-71,505.54	42.8%*
1111 43147 DINGHY FEES	-12,740	0	-12,740	-10,600.00	.00	-2,140.00	83.2%*
1111 43148 TRANSIENT SLIP RENTA	-3,000	0	-3,000	-4,900.00	.00	1,900.00	163.3%
1111 43149 KPA APPLICATION FEES	-1,000	0	-1,000	-400.00	.00	-600.00	40.0%*
1111 43150 MOORING FEES	-84,500	0	-84,500	-116,001.60	.00	31,501.60	137.3%
1111 43151 LAUNCH FEE	-15,500	0	-15,500	-16,306.28	.00	806.28	105.2%
1111 43152 TRANSIENT MOORING	-5,200	0	-5,200	-6,830.00	.00	1,630.00	131.3%
1111 43153 WAIT LIST FEE	-1,450	0	-1,450	-1,128.00	.00	-322.00	77.8%*
1111 43154 HARBOR & WATER USAGE	-11,000	0	-11,000	-7,319.42	.00	-3,680.58	66.5%*
1111 43156 PIER USAGE FEE	-750	0	-750	-3,000.00	.00	2,250.00	400.0%
1111 43157 MOORING LATE FEE	0	0	0	-600.00	.00	600.00	100.0%
1111 43160 FORT FOSTER FEES	-195,000	0	-195,000	-237,972.05	.00	42,972.05	122.0%
1111 43165 SPRINKLER PERMITS	-250	0	-250	-800.00	.00	550.00	320.0%
1111 43210 LIEN FEES	-15,000	0	-15,000	-5,533.14	.00	-9,466.86	36.9%*
1111 43220 PENALTY INTEREST	-35,000	0	-35,000	-51,629.35	.00	16,629.35	147.5%
1111 43320 RECREATION FEES	-987,000	0	-987,000	-1,109,062.85	.00	122,062.85	112.4%
1111 43330 ANIMAL CONTROL	-6,500	0	-6,500	-4,721.00	.00	-1,779.00	72.6%*
1111 43336 PHOTO COPIES	-350	0	-350	-186.50	.00	-163.50	53.3%*
1111 43349 DEA OVERTIME REIMBUR	-5,000	0	-5,000	.00	.00	-5,000.00	.0%*
1111 43351 ACCIDENT REPORTS	-3,000	0	-3,000	-3,405.00	.00	405.00	113.5%
1111 43352 PARKING TICKETS	-15,000	0	-15,000	-26,671.50	.00	11,671.50	177.8%
1111 43353 GUN PERMITS	-2,000	0	-2,000	-1,000.00	.00	-1,000.00	50.0%*
1111 43354 ELIOT DISPATCHING SE	-93,360	0	-93,360	-93,360.00	.00	.00	100.0%
1111 43355 ORDINANCE FINES	-100	0	-100	-1,600.00	.00	1,500.00	1600.0%
1111 43356 WITNESS FEES	-500	0	-500	-55.00	.00	-445.00	11.0%*
1111 43358 FALSE ALARMS	-1,100	0	-1,100	-1,100.00	.00	.00	100.0%
1111 43359 AMBULANCE DISPTACH F	-16,000	0	-16,000	-12,000.00	.00	-4,000.00	75.0%*
1111 43410 MDOT HWY MAINTENANCE	-11,500	0	-11,500	.00	.00	-11,500.00	.0%*
1111 43420 STATE REVENUE SHARIN	-414,000	0	-414,000	-442,354.80	.00	28,354.80	106.8%
1111 43421 STATE PARK FEE REV S	-275	0	-275	.00	.00	-275.00	.0%*

08/07/2019 11:53
220kamar

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

P 16
glytdbud

FOR 2019 13

ACCOUNTS FOR: 1000 TOWN GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1111 43443 RESTITUTION INCOME/U	-3,000	0	-3,000	-2,476.18	.00	-523.82	82.5%*
1111 43470 STATE OF MAINE GENER	-45,000	0	-45,000	-34,347.56	.00	-10,652.44	76.3%*
1111 43480 MARY SAFFORD WILDES	-30,000	0	-30,000	-15,000.00	.00	-15,000.00	50.0%*
1111 43510 INTEREST ON INVESTME	-50,000	0	-50,000	-80,127.07	.00	30,127.07	160.3%
1111 43530 MISCELLANEOUS REVENU	-20,000	0	-20,000	-25,593.84	.00	5,593.84	128.0%
1111 43540 SEWER DEPT RENT	-22,900	0	-22,900	-11,450.00	.00	-11,450.00	50.0%*
1111 43555 SNOWMOBILE/HANDICAP/	-655	0	-655	-615.66	.00	-39.34	94.0%*
1111 43560 GMH HOUSING	-275,000	0	-275,000	-287,507.45	.00	12,507.45	104.5%
1111 43575 SUP APPRO FROM UNDES	0	-450,000	-450,000	.00	.00	-450,000.00	.0%*
1111 43576 TRANSFER IN FROM OTH	-243,978	0	-243,978	-243,978.00	.00	.00	100.0%
1111 43580 USE OF CARRY FORWARD	0	-10,000	-10,000	.00	.00	-10,000.00	.0%*
1111 45007 INTEREST REVENUE	-1,000	0	-1,000	.00	.00	-1,000.00	.0%*
1111 45015 FEMA REVENUE	0	0	0	-38.36	.00	38.36	100.0%
1111 45020 MMA W/C DIVIDEND	-9,000	0	-9,000	-24,750.40	.00	15,750.40	275.0%
1111 45025 SCHOOL RESOURCE OFFI	-46,350	0	-46,350	-45,000.00	.00	-1,350.00	97.1%*
TOTAL TOWN REVENUE	-14,426,833	-573,564	-15,000,397	-15,142,025.13	.00	141,628.13	100.9%
TOTAL TOWN GENERAL FUND	0	0	0	-552,913.24	.00	552,913.24	100.0%
TOTAL REVENUES	-14,426,833	-573,564	-15,000,397	-15,142,025.13	.00	141,628.13	
TOTAL EXPENSES	14,426,833	573,564	15,000,397	14,589,111.89	.00	411,285.11	

08/07/2019 11:53
 220kamar

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

P 17
 glytdbud

FOR 2019 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	-552,913.24	.00	552,913.24	100.0%

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

08/07/2019 13:14
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TOWN OF KITTEERY - LIVE
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6000 SEWER FUND							
6000 43003 SEWER ADJUSTMENTS	0	0	0	.82	.00	-.82	100.0%*
6000 43220 PENALTY INTEREST	0	0	0	-3,169.54	.00	3,169.54	100.0%
6000 43360 SPECIAL CONTRACT REV	0	0	0	-3,436.98	.00	3,436.98	100.0%
6000 45001 REVENUE US NAVY	-580,695	0	-580,695	-409,163.49	.00	-171,531.51	70.5%*
6000 45002 REVENUE US NAVY HOUS	-93,590	0	-93,590	-123,570.50	.00	29,980.50	132.0%
6000 45003 REVENUE OTHER	-25,000	0	-25,000	-58,760.16	.00	33,760.16	235.0%
6000 45004 REVENUE TOWN OF ELIO	-177,138	0	-177,138	-152,578.55	.00	-24,559.45	86.1%*
6000 45005 REVENUE NEW SEWER	-1,187,079	0	-1,187,079	-1,407,038.56	.00	219,959.56	118.5%
6000 45006 EXPANSION ASSESSMENT	-77,000	0	-77,000	-48,539.73	.00	-28,460.27	63.0%*
6000 45007 SEWER INTEREST REVEN	0	0	0	-14,587.22	.00	14,587.22	100.0%
TOTAL SEWER FUND	-2,140,502	0	-2,140,502	-2,220,843.91	.00	80,341.91	103.8%
602702 SEWER LINES							
602702 64010 SEWER LINES LABOR	18,189	0	18,189	15,788.74	.00	2,400.26	86.8%
602702 65480 OTHER PROF SERV/CO	28,350	0	28,350	40,282.55	.00	-11,932.55	142.1%*
602702 66300 SUPPLIES - SEWER L	10,000	0	10,000	5,969.36	.00	4,030.64	59.7%
TOTAL SEWER LINES	56,539	0	56,539	62,040.65	.00	-5,501.65	109.7%
602709 PUMP STATIONS							
602709 65220 WATER	0	0	0	323.47	.00	-323.47	100.0%*
602709 65480 OTHER PROFESSIONAL	0	0	0	308.90	.00	-308.90	100.0%*
TOTAL PUMP STATIONS	0	0	0	632.37	.00	-632.37	100.0%
602710 PUMP STATION # 1							
602710 64010 PUMP STATION # 1 L	2,728	0	2,728	2,393.30	.00	334.70	87.7%
602710 65200 PUMP STATION # 1 E	5,000	0	5,000	1,003.79	.00	3,996.21	20.1%
602710 65480 PUMP STATION # 1 C	1,000	0	1,000	1,315.23	.00	-315.23	131.5%*
602710 65930 PUMP STATION # 1 A	260	0	260	262.98	.00	-2.98	101.1%*

08/07/2019 13:14
220kamar

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

P 2
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602710 66300 PUMP STATION # 1 S	50	0	50	.00	.00	50.00	.0%
602710 66320 PUMP STATION # 1 P	450	0	450	268.37	.00	181.63	59.6%
TOTAL PUMP STATION # 1	9,488	0	9,488	5,243.67	.00	4,244.33	55.3%
602711 PUMP STATION # 2							
602711 64010 PUMP STATION # 2 L	3,547	0	3,547	2,114.22	.00	1,432.78	59.6%
602711 65200 PUMP STATION # 2 E	3,800	0	3,800	3,862.19	.00	-62.19	101.6%*
602711 65480 PUMP STATION # 2 C	900	0	900	2,011.74	.00	-1,111.74	223.5%*
602711 65930 PUMP STATION # 2 A	300	0	300	262.98	.00	37.02	87.7%
602711 66300 PUMP STATION # 2 S	100	0	100	.00	.00	100.00	.0%
602711 66320 PUMP STATION # 2 P	500	0	500	110.69	.00	389.31	22.1%
TOTAL PUMP STATION # 2	9,147	0	9,147	8,361.82	.00	785.18	91.4%
602712 PUMP STATION # 3							
602712 64010 PUMP STATION # 3 L	4,365	0	4,365	2,237.32	.00	2,127.68	51.3%
602712 65200 PUMP STATION # 3 E	2,000	0	2,000	2,151.01	.00	-151.01	107.6%*
602712 65480 PUMP STATION # 3 C	6,000	0	6,000	2,225.74	.00	3,774.26	37.1%
602712 65930 PUMP STATION # 3 A	260	0	260	262.98	.00	-2.98	101.1%*
602712 66300 PUMP STATION # 3 S	50	0	50	.00	.00	50.00	.0%
602712 66320 PUMP STATION # 3 P	650	0	650	268.53	.00	381.47	41.3%
TOTAL PUMP STATION # 3	13,325	0	13,325	7,145.58	.00	6,179.42	53.6%
602713 PUMP STATION # 4							
602713 64010 PUMP STATION # 4 L	3,274	0	3,274	2,114.42	.00	1,159.58	64.6%
602713 65200 PUMP STATION # 4 E	1,450	0	1,450	1,459.41	.00	-9.41	100.6%*
602713 65480 PUMP STATION # 4 C	1,500	0	1,500	2,011.74	.00	-511.74	134.1%*
602713 65930 PUMP STATION # 4 A	300	0	300	262.98	.00	37.02	87.7%
602713 66300 PUMP STATION # 4 S	25	0	25	.00	.00	25.00	.0%
602713 66320 PUMP STATION # 4 P	650	0	650	910.38	.00	-260.38	140.1%*
TOTAL PUMP STATION # 4	7,199	0	7,199	6,758.93	.00	440.07	93.9%
602714 PUMP STATION # 5							
602714 64010 PUMP STATION # 5 L	3,274	0	3,274	1,553.18	.00	1,720.82	47.4%

08/07/2019 13:14
220kamar

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

P 3
glytdbud

FOR 2019 13

ACCOUNTS FOR:
6000 SEWER FUND

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602714 65200 PUMP STATION # 5 E	1,400	0	1,400	1,921.36	.00	-521.36	137.2%*
602714 65480 PUMP STATION # 5 C	1,100	0	1,100	1,315.64	.00	-215.64	119.6%*
602714 65930 PUMP STATION # 5 A	300	0	300	263.01	.00	36.99	87.7%
602714 66300 PUMP STATION # 5 S	50	0	50	.00	.00	50.00	.0%
602714 66320 PUMP STATION # 5 P	450	0	450	110.69	.00	339.31	24.6%
TOTAL PUMP STATION # 5	6,574	0	6,574	5,163.88	.00	1,410.12	78.6%
602715 PUMP STATION # 6 (PNSY)							
602715 64010 PUMP STATION # 6LA	21,827	0	21,827	19,528.46	.00	2,298.54	89.5%
602715 65200 PUMP STATION # 6 E	16,000	0	16,000	14,471.50	.00	1,528.50	90.4%
602715 65220 PUMP STATION # 6 W	1,000	0	1,000	852.47	.00	147.53	85.2%
602715 65315 PUMP STATION GENER	800	0	800	279.74	.00	520.26	35.0%
602715 65480 PUMP STATION # 6 C	4,725	0	4,725	10,466.53	.00	-5,741.53	221.5%*
602715 65930 PUMP STATION # 6 A	300	0	300	263.01	.00	36.99	87.7%
602715 66300 PUMP STATION # 6 S	1,000	0	1,000	988.64	.00	11.36	98.9%
602715 66320 PUMP STATION # 6 P	3,050	0	3,050	5,894.63	.00	-2,844.63	193.3%*
TOTAL PUMP STATION # 6 (PNSY)	48,702	0	48,702	52,744.98	.00	-4,042.98	108.3%
602716 PUMP STATION # 7 (ELIOT)							
602716 64010 PUMP STATION # 7 L	18,553	0	18,553	18,069.57	.00	483.43	97.4%
602716 65200 PUMP STATION # 7 E	4,860	0	4,860	4,745.22	.00	114.78	97.6%
602716 65220 PUMP STATION # 7 W	230	0	230	176.91	.00	53.09	76.9%
602716 65315 PUMP STATION GENER	425	0	425	.00	.00	425.00	.0%
602716 65480 PUMP STATION # 7 C	4,784	0	4,784	2,219.72	.00	2,564.28	46.4%
602716 65930 PUMP STATION # 7 A	300	0	300	263.01	.00	36.99	87.7%
602716 66300 PUMP STATION # 7 S	50	0	50	.00	.00	50.00	.0%
602716 66320 PUMP STATION # 7 P	1,550	0	1,550	2,285.46	.00	-735.46	147.4%*
TOTAL PUMP STATION # 7 (ELIOT)	30,752	0	30,752	27,759.89	.00	2,992.11	90.3%
602717 PUMP STATION # 8							
602717 64010 PUMP STATION # 8 L	7,639	0	7,639	4,376.37	.00	3,262.63	57.3%
602717 65200 PUMP STATION # 8 E	10,000	0	10,000	13,802.08	.00	-3,802.08	138.0%*

08/07/2019 13:14
220kamar

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

P 4
glytddbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602717 65220 PUMP STATION # 8 W	1,000	0	1,000	689.00	.00	311.00	68.9%
602717 65315 PUMP STATION GENER	350	0	350	219.56	.00	130.44	62.7%
602717 65480 PUMP STATION # 8 C	8,850	0	8,850	6,472.56	.00	2,377.44	73.1%
602717 65930 PUMP STATION # 8 A	280	0	280	263.01	.00	16.99	93.9%
602717 66300 PUMP STATION # 8 S	500	0	500	.00	.00	500.00	.0%
602717 66320 PUMP STATION # 8 P	2,050	0	2,050	6,318.55	.00	-4,268.55	308.2%*
TOTAL PUMP STATION # 8	30,669	0	30,669	32,141.13	.00	-1,472.13	104.8%
602718 PUMP STATION # 9							
602718 64010 PUMP STATION # 9 L	3,820	0	3,820	3,041.64	.00	778.36	79.6%
602718 65020 PUMP STATION #9 TE	600	0	600	577.28	.00	22.72	96.2%
602718 65200 PUMP STATION # 9 E	10,000	0	10,000	8,745.62	.00	1,254.38	87.5%
602718 65220 PUMP STATION # 9 W	225	0	225	117.94	.00	107.06	52.4%
602718 65315 PUMP STATION GENER	500	0	500	61.72	.00	438.28	12.3%
602718 65480 PUMP STATION # 9 C	6,060	0	6,060	5,826.34	.00	233.66	96.1%
602718 65930 PUMP STATION # 9 A	300	0	300	263.01	.00	36.99	87.7%
602718 66300 PUMP STATION # 9 S	120	0	120	128.60	.00	-8.60	107.2%*
602718 66320 PUMP STATION # 9 P	850	0	850	3,828.44	.00	-2,978.44	450.4%*
TOTAL PUMP STATION # 9	22,475	0	22,475	22,590.59	.00	-115.59	100.5%
602719 PUMP STATION #10							
602719 64010 PUMP STATION #10 L	3,820	0	3,820	3,166.69	.00	653.31	82.9%
602719 65200 PUMP STATION #10 E	600	0	600	1,891.37	.00	-1,291.37	315.2%*
602719 65480 PUMP STATION #10 C	2,000	0	2,000	1,315.64	.00	684.36	65.8%
602719 65930 PUMP STATION #10 A	260	0	260	263.01	.00	-3.01	101.2%*
602719 66300 PUMP STATION #10 S	50	0	50	27.67	.00	22.33	55.3%
602719 66320 PUMP STATION #10 P	1,000	0	1,000	205.20	.00	794.80	20.5%
TOTAL PUMP STATION #10	7,730	0	7,730	6,869.58	.00	860.42	88.9%
602720 PUMP STATION #11							
602720 64010 PUMP STATION #11 L	3,001	0	3,001	2,087.91	.00	913.09	69.6%
602720 65200 PUMP STATION #11 E	1,000	0	1,000	1,723.55	.00	-723.55	172.4%*

08/07/2019 13:14
220kamar

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

P 5
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602720 65480 PUMP STATION #11 C	1,000	0	1,000	1,315.64	.00	-315.64	131.6%*
602720 65930 PUMP STATION #11 A	300	0	300	263.01	.00	36.99	87.7%
602720 66300 PUMP STATION #11 S	25	0	25	.00	.00	25.00	.0%
602720 66320 PUMP STATION #11 P	550	0	550	234.25	.00	315.75	42.6%
TOTAL PUMP STATION #11	5,876	0	5,876	5,624.36	.00	251.64	95.7%
602721 PUMP STATION #12							
602721 64010 PUMP STATION #12 L	3,274	0	3,274	3,308.70	.00	-34.70	101.1%*
602721 65200 PUMP STATION #12 E	700	0	700	999.24	.00	-299.24	142.7%*
602721 65480 PUMP STATION #12 C	1,000	0	1,000	2,011.74	.00	-1,011.74	201.2%*
602721 65930 PUMP STATION #12 A	350	0	350	263.01	.00	86.99	75.1%
602721 66300 PUMP STATION #12 S	25	0	25	.00	.00	25.00	.0%
602721 66320 PUMP STATION #12 P	400	0	400	268.53	.00	131.47	67.1%
TOTAL PUMP STATION #12	5,749	0	5,749	6,851.22	.00	-1,102.22	119.2%
602722 PUMP STATION #13							
602722 64010 PUMP STATION #13 L	4,365	0	4,365	3,974.79	.00	390.21	91.1%
602722 65200 PUMP STATION #13 E	5,700	0	5,700	2,617.77	.00	3,082.23	45.9%
602722 65480 PUMP STATION #13 C	2,000	0	2,000	5,327.24	.00	-3,327.24	266.4%*
602722 65930 PUMP STATION #13 A	300	0	300	820.01	.00	-520.01	273.3%*
602722 66300 PUMP STATION #13 S	50	0	50	.00	.00	50.00	.0%
602722 66320 PUMP STATION #13 P	750	0	750	1,302.44	.00	-552.44	173.7%*
TOTAL PUMP STATION #13	13,165	0	13,165	14,042.25	.00	-877.25	106.7%
602723 PUMP STATION #14							
602723 64010 PUMP STATION #14 L	3,001	0	3,001	1,399.22	.00	1,601.78	46.6%
602723 65200 PUMP STATION #14 E	750	0	750	893.00	.00	-143.00	119.1%*
602723 65480 PUMP STATION #14 C	1,000	0	1,000	1,582.64	.00	-582.64	158.3%*
602723 65930 PUMP STATION #14 A	300	0	300	263.01	.00	36.99	87.7%
602723 66300 PUMP STATION #14 S	25	0	25	63.98	.00	-38.98	255.9%*
602723 66320 PUMP STATION #14 P	400	0	400	110.69	.00	289.31	27.7%
TOTAL PUMP STATION #14	5,476	0	5,476	4,312.54	.00	1,163.46	78.8%

08/07/2019 13:14
220kamar

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

P 6
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602724 PUMP STATION #15							
602724 64010 PUMP STATION #15 L	2,183	0	2,183	1,287.02	.00	895.98	59.0%
602724 65200 PUMP STATION #15 E	600	0	600	665.52	.00	-65.52	110.9%*
602724 65480 PUMP STATION #15 C	1,000	0	1,000	1,315.64	.00	-315.64	131.6%*
602724 65930 PUMP STATION #15 A	300	0	300	263.01	.00	36.99	87.7%
602724 66300 PUMP STATION #15 S	25	0	25	.00	.00	25.00	.0%
602724 66320 PUMP STATION #15 P	500	0	500	110.69	.00	389.31	22.1%
TOTAL PUMP STATION #15	4,608	0	4,608	3,641.88	.00	966.12	79.0%
602725 PUMP STATION #16							
602725 64010 PUMP STATION #16 L	2,728	0	2,728	1,850.37	.00	877.63	67.8%
602725 65200 PUMP STATION #16 E	700	0	700	1,087.43	.00	-387.43	155.3%*
602725 65480 PUMP STATION #16 C	700	0	700	1,821.40	.00	-1,121.40	260.2%*
602725 65930 PUMP STATION #16 A	300	0	300	820.01	.00	-520.01	273.3%*
602725 66300 PUMP STATION #16 S	25	0	25	.00	.00	25.00	.0%
602725 66320 PUMP STATION #16 P	475	0	475	110.69	.00	364.31	23.3%
TOTAL PUMP STATION #16	4,928	0	4,928	5,689.90	.00	-761.90	115.5%
602726 PUMP STATION #17							
602726 64010 PUMP STATION #17 L	2,456	0	2,456	1,616.37	.00	839.63	65.8%
602726 65200 PUMP STATION #17 E	800	0	800	822.46	.00	-22.46	102.8%*
602726 65480 PUMP STATION #17 C	700	0	700	1,341.40	.00	-641.40	191.6%*
602726 65930 PUMP STATION #17 A	300	0	300	263.01	.00	36.99	87.7%
602726 66300 PUMP STATION #17 S	25	0	25	.00	.00	25.00	.0%
602726 66320 PUMP STATION #17 P	525	0	525	110.69	.00	414.31	21.1%
TOTAL PUMP STATION #17	4,806	0	4,806	4,153.93	.00	652.07	86.4%
602727 PUMP STATION #18							
602727 64010 PUMP STATION #18 L	2,183	0	2,183	1,404.32	.00	778.68	64.3%

08/07/2019 13:14
220kamar

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

P 7
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602727 65200 PUMP STATION #18 E	700	0	700	1,038.68	.00	-338.68	148.4%*
602727 65480 PUMP STATION #18 C	1,368	0	1,368	1,315.64	.00	52.36	96.2%
602727 65930 PUMP STATION #18 A	300	0	300	263.01	.00	36.99	87.7%
602727 66300 PUMP STATION #18 S	25	0	25	.00	.00	25.00	.0%
602727 66320 PUMP STATION #18 P	650	0	650	110.69	.00	539.31	17.0%
TOTAL PUMP STATION #18	5,226	0	5,226	4,132.34	.00	1,093.66	79.1%
602728 PUMP STATION #19							
602728 64010 PUMP STATION #19 L	2,183	0	2,183	2,097.62	.00	85.38	96.1%
602728 65200 PUMP STATION #19 E	415	0	415	735.19	.00	-320.19	177.2%*
602728 65480 PUMP STATION #19 C	1,000	0	1,000	1,341.40	.00	-341.40	134.1%*
602728 65930 PUMP STATION #19 A	300	0	300	263.01	.00	36.99	87.7%
602728 66300 PUMP STATION #19 S	25	0	25	.00	.00	25.00	.0%
602728 66320 PUMP STATION #19 P	450	0	450	27.07	.00	422.93	6.0%
TOTAL PUMP STATION #19	4,373	0	4,373	4,464.29	.00	-91.29	102.1%
602729 PUMP STATION #20							
602729 64010 PUMP STATION #20 L	1,910	0	1,910	1,134.75	.00	775.25	59.4%
602729 65200 PUMP STATION #20 E	0	0	0	475.05	.00	-475.05	100.0%*
602729 65480 PUMP STATION #20 C	1,000	0	1,000	1,341.40	.00	-341.40	134.1%*
602729 65930 PUMP STATION #20 A	300	0	300	263.01	.00	36.99	87.7%
602729 66300 PUMP STATION #20 S	25	0	25	.00	.00	25.00	.0%
602729 66320 PUMP STATION #20 P	250	0	250	27.07	.00	222.93	10.8%
TOTAL PUMP STATION #20	3,485	0	3,485	3,241.28	.00	243.72	93.0%
602730 PUMP STATION #21							
602730 64010 PUMP STATION #21 L	3,274	0	3,274	2,699.46	.00	574.54	82.5%
602730 65200 PUMP STATION #21 E	2,400	0	2,400	2,825.76	.00	-425.76	117.7%*
602730 65315 PUMP STATION GENER	200	0	200	103.79	.00	96.21	51.9%
602730 65480 PUMP STATION #21 C	1,300	0	1,300	2,461.34	.00	-1,161.34	189.3%*
602730 65930 PUMP STATION #21 A	300	0	300	263.01	.00	36.99	87.7%
602730 66300 PUMP STATION #21 S	25	0	25	.00	.00	25.00	.0%

08/07/2019 13:14
220kamar

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

P 8
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602730 66320 PUMP STATION #21 P	450	0	450	474.39	.00	-24.39	105.4%*
TOTAL PUMP STATION #21	7,949	0	7,949	8,827.75	.00	-878.75	111.1%
<hr/> 602731 PUMP STATION #22							
602731 64010 PUMP STATION # 22	1,910	0	1,910	1,109.62	.00	800.38	58.1%
602731 65200 PUMP STATION # 22	1,200	0	1,200	1,356.50	.00	-156.50	113.0%*
602731 65480 PUMP STATION # 22	600	0	600	1,791.07	.00	-1,191.07	298.5%*
602731 65930 PUMP STATION # 22	300	0	300	263.01	.00	36.99	87.7%
602731 66300 PUMP STATION # 22	25	0	25	.00	.00	25.00	.0%
602731 66320 PUMP STATION # 22	500	0	500	880.07	.00	-380.07	176.0%*
TOTAL PUMP STATION #22	4,535	0	4,535	5,400.27	.00	-865.27	119.1%
<hr/> 602732 PUMP STATION #23							
602732 64010 PUMP STATION # 23	1,910	0	1,910	3,939.98	.00	-2,029.98	206.3%*
602732 65200 PUMP STATION # 23	1,000	0	1,000	1,081.93	.00	-81.93	108.2%*
602732 65480 PUMP STATION # 23	550	0	550	2,060.92	.00	-1,510.92	374.7%*
602732 65930 PUMP STATION #23	300	0	300	263.01	.00	36.99	87.7%
602732 66300 PUMP STATION #23 S	25	0	25	.00	.00	25.00	.0%
602732 66320 PUMP STATION # 23	450	0	450	803.13	.00	-353.13	178.5%*
TOTAL PUMP STATION #23	4,235	0	4,235	8,148.97	.00	-3,913.97	192.4%
<hr/> 602733 PUMP STATION #24							
602733 64010 PUMP STATION # 24	1,910	0	1,910	2,814.64	.00	-904.64	147.4%*
602733 65200 PUMP STATION # 24	600	0	600	915.32	.00	-315.32	152.6%*
602733 65480 PUMP STATION # 24	550	0	550	2,306.98	.00	-1,756.98	419.5%*
602733 65930 PUMP STATION # 24	300	0	300	890.01	.00	-590.01	296.7%*
602733 66300 PUMP STATION # 24	25	0	25	.00	.00	25.00	.0%
602733 66320 PUMP STATION # 24	600	0	600	774.95	.00	-174.95	129.2%*
TOTAL PUMP STATION #24	3,985	0	3,985	7,701.90	.00	-3,716.90	193.3%
<hr/> 602750 TREATMENT PLANT							
602750 64010 TREATMENT PLANT LA	171,982	0	171,982	190,454.23	.00	-18,472.23	110.7%*

08/07/2019 13:14
220kamar

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

P 9
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602750 64019 PLANT MAINT LABOR	56,322	0	56,322	48,714.01	.00	7,607.99	86.5%
602750 64030 OVERTIME	50,000	0	50,000	38,369.12	.00	11,630.88	76.7%
602750 64050 MAINE STATE RETIRE	33,675	0	33,675	38,235.39	.00	-4,560.39	113.5%*
602750 64051 ICMA EMPLOYER SHAR	2,324	0	2,324	.00	.00	2,324.00	.0%
602750 64060 FICA EMPLOYER SHAR	19,676	0	19,676	27,984.46	.00	-8,308.46	142.2%*
602750 65020 TREATMENT PLANT TE	3,400	0	3,400	3,300.21	.00	99.79	97.1%
602750 65040 TREATMENT PLANT ED	5,200	0	5,200	6,074.30	.00	-874.30	116.8%*
602750 65200 TREATMENT PLANT EL	105,000	0	105,000	93,347.24	.00	11,652.76	88.9%
602750 65220 TREATMENT PLANT WA	4,172	0	4,172	6,381.62	.00	-2,209.62	153.0%*
602750 65230 TREATMENT PLANT FU	15,000	0	15,000	11,362.31	.00	3,637.69	75.7%
602750 65310 TREATMENT PLANT MO	48,743	0	48,743	34,614.82	.00	14,128.18	71.0%
602750 65316 TREATMENT PLANT GE	2,240	0	2,240	1,157.52	.00	1,082.48	51.7%
602750 65410 TREATMENT PLANT CO	7,998	0	7,998	8,362.97	.00	-364.97	104.6%*
602750 65480 TREATMENT PLANT OT	55,076	0	55,076	82,517.96	.00	-27,441.96	149.8%*
602750 65500 TREATMENT PLANT BL	2,000	0	2,000	984.75	.00	1,015.25	49.2%
602750 65700 TREATMENT PLANT EX	2,000	0	2,000	1,213.26	.00	786.74	60.7%
602750 65930 ALARMS	2,000	0	2,000	688.68	.00	1,311.32	34.4%
602750 65955 TREATMENT PLANT SL	130,000	0	130,000	141,219.89	.00	-11,219.89	108.6%*
602750 66010 TREATMENT PLANT OF	24,670	0	24,670	25,324.93	.00	-654.93	102.7%*
602750 66300 TREATMENT PLANT SU	3,000	0	3,000	3,681.72	.00	-681.72	122.7%*
602750 66340 LABORATORY CHEMICA	11,945	0	11,945	8,957.23	.00	2,987.77	75.0%
602750 66400 TREATMENT PLANT RE	1,000	0	1,000	417.31	.00	582.69	41.7%
602750 66410 TREATMENT PLANT RE	21,000	0	21,000	21,446.12	.00	-446.12	102.1%*
602750 66420 TREATMENT PLANTTOO	26,000	0	26,000	46,808.43	.00	-20,808.43	180.0%*
602750 66450 TREATMENT PLANT CH	106,000	0	106,000	107,899.56	.00	-1,899.56	101.8%*
602750 66520 TREATMENT PLANT SA	12,450	0	12,450	12,413.97	.00	36.03	99.7%
TOTAL TREATMENT PLANT	922,873	0	922,873	961,932.01	.00	-39,059.01	104.2%

602760 SEWER GENERAL OPERATING

602760 64011 TOWN MANAGER SALAR	30,970	0	30,970	32,000.21	.00	-1,030.21	103.3%*
602760 64012 SUPERINTENDENT SAL	88,557	0	88,557	151,847.45	.00	-63,290.45	171.5%*
602760 64013 OFFICE CLERK SALAR	26,032	0	26,032	36,300.15	.00	-10,268.15	139.4%*
602760 64031 SALARY & POSITION	5,000	0	5,000	.00	.00	5,000.00	.0%
602760 64050 MAINE STATE RETIRE	8,856	0	8,856	13,089.62	.00	-4,233.62	147.8%*
602760 64051 ICMA EMPLOYER SHAR	1,858	0	1,858	1,862.05	.00	-4.05	100.2%*
602760 64060 FICA EMPLOYER SHAR	11,518	0	11,518	15,831.61	.00	-4,313.61	137.5%*
602760 64070 WORKERS COMPENSATI	20,237	0	20,237	19,493.23	.00	743.77	96.3%
602760 64090 MAJOR MEDICAL INSU	124,345	0	124,345	149,140.86	.00	-24,795.86	119.9%*
602760 64091 DENTAL INSURANCE	1,495	0	1,495	1,558.81	.00	-63.81	104.3%*
602760 64092 DISABILILTY INSURAN	4,200	0	4,200	.00	.00	4,200.00	.0%

08/07/2019 13:14
220kamar

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

P 10
glytdbud

FOR 2019 13

ACCOUNTS FOR: 6000 SEWER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
602760 65101 MMA RISK POOL	26,740	0	26,740	27,323.38	.00	-583.38	102.2%*
602760 65350 SWEET END RENT	22,900	0	22,900	11,450.00	.00	11,450.00	50.0%
602760 65430 AUDIT SERVICES	3,900	0	3,900	2,300.00	.00	1,600.00	59.0%
602760 66035 ABSTRACTS & LIENS	0	0	0	304.00	.00	-304.00	100.0%*
602760 68060 SEWER BOND INTERES	153,665	0	153,665	134,923.68	.00	18,741.32	87.8%
602760 68062 SEWER BOND PRINCIP	615,359	0	615,359	615,359.12	.00	-.12	100.0%*
602760 68749 CAPITAL - SEWER FU	200,000	0	200,000	130,835.71	.00	69,164.29	65.4%
TOTAL SEWER GENERAL OPERATING	1,345,632	0	1,345,632	1,343,619.88	.00	2,012.12	99.9%
TOTAL SEWER FUND	448,999	0	448,999	408,393.93	.00	40,605.07	91.0%
TOTAL REVENUES	-2,140,502	0	-2,140,502	-2,220,843.91	.00	80,341.91	
TOTAL EXPENSES	2,589,501	0	2,589,501	2,629,237.84	.00	-39,736.84	

08/07/2019 13:14
 220kamar

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

P 11
 glytdbud

FOR 2019 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	448,999	0	448,999	408,393.93	.00	40,605.07	91.0%

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

Town of Kittery

Fund Balances - Capital Projects and Special Revenues

For the month ending June 30, 2019

Fund Type	New #	Account Name	Ending Fund Balance 6/30/2018	Transfers FY19	CIP Appropriation 7/1/2018	YTD Expense	YTD Revenue	Ending Fund Balance
Special Revenues (Grants, Designated Accounts, etc)								
SR	2006	2019 FEMA Reimbursement (storm damage)	-				40,576.88	40,576.88
SR	2012	Fire Hazmat Spill Recovery Fees	3,185.67			(2,231.32)	1,746.66	2,701.01
SR	2014	Police Grants	(3,293.75)			(4,208.93)	5,480.00	(2,022.68)
SR	2028	Ballot Machines	6,078.00					6,078.00
SR	2032	ASA Applicant Code	36,272.87			(36,149.37)	21,643.76	21,767.26
SR	2038	Kittery Block Party	23,756.59			(50,413.11)	46,360.00	19,703.48
SR	2056	Concerts in the Park	(753.09)			(1,450.00)	4,800.00	2,596.91
SR	2059	Conservation Comm	972.02			(60.00)		912.02
SR	2060	Wetland mitigation	37,620.00			(5,361.75)		32,258.25
SR	2063	Kittery Community Center (KCC) Donations	32,001.07			(21,942.96)	12,845.37	22,903.48
SR	2066	Police Forfeiture	58,773.33			(39,420.65)	8,459.34	27,812.02
SR	2068	Fort Foster Bench Donations	10,877.02			(302.07)	625.00	11,199.95
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	7,324.63	12,096.53				19,421.16
SR	2074-67503	TIF District #3	68,899.84	14,372.35				83,272.19
SR	2074-67502	TIF District #2	305,656.89	98,531.12				404,188.01
SR	2079	Spruce Creek 319 PH4 Grant	2,352.08	(2,352.08)			-	-
SR	2086	Spruce Creek PH 5 Grant	(1,699.35)	2,352.08		(18,674.42)	14,322.37	(3,699.32)
SR	2081 (aka: 2040)	Channel 22 (PEG) Capital Funding	486,413.76	(243,978.00)		(85,176.66)	104,055.58	261,314.68
SR	2082	KCC Playgrounds	64,718.36			-	-	64,718.36
SR	2091/67500	FEMA Flood Maps Ins Rate Appeal	(11,440.00)					(11,440.00)
SR	2091/43600	FEMA Flood Maps Ins Rate Appeal - Phase 2	8,387.00			(24,670.00)	347.00	(15,936.00)
SR	4001-67500/43600	State Aid to Roads General	476,724.76	(50,000.00)		(33,500.00)	105,160.00	498,384.76
SR	4001-67502/43602	Whipple Road Improvements	302,170.51			(1,753.81)		300,416.70
SR	4001-67503/43603	Memorial Circle Improvements	44,219.98			(84,021.62)	87,561.98	47,760.34
SR	4001-67508/43608	Walker/Wentworth	91,305.40					91,305.40
SR	4001-67509/43605	Government Street	-	50,000.00		(3,344.68)	-	46,655.32
SR	4030	Public Safety Impact Fees	85,630.51			(67,095.94)	30,413.00	48,947.57
SR	2093	LWCF Grant - Emery Field Phase 1	(36,814.61)	52,157.36		(30,685.50)	15,342.75	-
SR	2094	LWCF Grant - Emery Field Phase 2	-	87,142.34		(30,055.00)		57,087.34
SR	2210	Ogden KCC Grant	23,200.00			(26,400.00)	20,000.00	16,800.00
SR	2301	Billable Police Details	4,582.84			(17,566.66)	21,160.00	8,176.18
SR	2303	Grant Supported Police Details	(13,063.02)			(17,333.85)	21,014.45	(9,382.42)
SR	2087	Joint Land Use OEA PH1	-			(83,174.34)		(83,174.34)
	4124	Tax Acquired Properties	-	-		(12,608.85)		(12,608.85)
	4125	Fort Foster Restoration (FEMA)	-	-		(55,935.44)		(55,935.44)
Total Special Revenue			2,115,859.05	20,321.70	-	(753,536.93)	561,914.14	1,944,557.96

CIP Bonds

CP	2036	Kittery Community Center Bonds	373.48					373.48
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Town of Kittery

Fund Balances - Capital Projects and Special Revenues

For the month ending June 30, 2019

Fund Type	New #	Account Name	Ending Fund Balance 6/30/2018	Transfers FY19	CIP Appropriation 7/1/2018	YTD Expense	YTD Revenue	Ending Fund Balance
CP	2085	2016 Municipal Projects	25,925.66				2,353.84	28,279.50
CIP Programs								
SR	2022	Compensated Absences	127,838.50			(193,056.03)		(65,217.53)
CP	2053	Pier Construction	(33,663.58)		33,663.58		-	-
CP	2057	Open space	59,047.00	(52,157.36)				6,889.64
CP	2078	Athletic Fields Master Plan (Design)	62,142.34	(87,142.34)	25,000.00			-
CP	4002	Right of Way Reserve	184,691.58		400,000.00	(373,752.09)	-	210,939.49
CP	4011	KCC Vehicle Reserve	20,700.00		8,650.00	(28,949.00)	50,720.00	51,121.00
CP	4012	Public Works Vehicles/Equipment	102,679.51		400,000.00	(239,372.56)	2,964.67	266,271.62
CP	4013	Fire Apparatus Reserve	293,165.19		175,900.00	(281,519.00)	2,269.00	189,815.19
CP	4017	MS4 Compliance Reserve	107,447.20		10,000.00	(72,842.55)		44,604.65
CP	4018	KPA Boat Reserve	17,098.02		5,000.00		2,400.00	24,498.02
CP	4019	KCC Equipment Reserve	5,056.73		8,400.00	(5,398.91)		8,057.82
CP	4020	Municipal Technology Reserve	13,742.74		50,000.00	(24,329.59)		39,413.15
CP	4022	Police Vehicle/Equipment	9,207.75		116,000.00	(116,787.91)		8,419.84
CP	4026	Records Preservation	10.13		10,000.00	(10,000.00)		10.13
CP	4027	Municipal Facility Reserve	200,374.96		50,000.00	(42,019.35)		208,355.61
CP	4031	Public Safety Base Station Radio Replace	20,845.45					20,845.45
CP	4043	Parks Building & Grounds	3,770.64		20,000.00	(23,753.74)		16.90
CP	4051	KCC Facility Reserve	28,826.83		25,000.00	(20,430.97)		33,395.86
CP	4053	Pepperrell Cove Paving/Utilities	21,461.88		36,000.00			57,461.88
CP	4055	KPA Equipment Reserve	46,082.00		13,000.00		1,000.00	60,082.00
CP	4056	Fire Dept Equipment Reserve	128,957.72		57,667.00	(23,982.78)		162,641.94
CP	4100	Fire Dept Facility Reserve (was Boiler Replacements)	-		19,000.00	(18,681.16)		318.84
CP	4110	PW Sign Shed	20.00					20.00
CP	4115	KPA Pepperrell Cove Railings & Lights	1,057.00					1,057.00
CP	4116	KPA Facility Reserve (was Gov Pier)	53,964.50	450,000.00		(482,290.34)		21,674.16
CP	4122	Zoning Recodification and GIS Upgrade	70,000.00			(21,052.63)		48,947.37
CP	4120	Rice and Taylor Lighting	10,000.00			(10,000.00)		-
CP	4121	Rice Beam Replacement	6,740.00					6,740.00
CP	4060	Rice Rehab/Expansion	-		100,000.00	(82,289.94)		17,710.06
Total Capital Projects			1,587,563.23	310,700.30	1,563,280.58	(2,070,508.55)	61,707.51	1,452,743.07

TOTAL GENERAL OPERATIONS	3,703,422.28	331,022.00	1,563,280.58	(2,824,045.48)	623,621.65	3,397,301.03
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Permanent Funds (Scholarship Funds/Trust Funds)

PF	5001	Connie Samuels Beautification Fund	58,600.93					58,600.93
PF	5002	Public Health	27,275.44					27,275.44
PF	5003	York Hospital Scholarship	18,321.65			(18,307.00)	18,500.00	18,514.65
PF	5005	Lester Raynes Fund	9,228.16					9,228.16
PF	5007	Thresher Memorial Fund	1,089.07			(2,202.52)	9,257.72	8,144.27

Town of Kittery
Fund Balances - Capital Projects and Special Revenues
For the month ending June 30, 2019

Fund Type	New #	Account Name	Ending Fund Balance 6/30/2018	Transfers FY19	CIP Appropriation 7/1/2018	YTD Expense	YTD Revenue	Ending Fund Balance
PF	5010	Kittery Education Scholarship Fund	6,629.46			(12,125.00)	7,913.80	2,418.26
PF	5021	Cemetery	(15,327.65)			(21,175.00)		(36,502.65)
Total Permanent Funds			105,817.06	-	-	(53,809.52)	35,671.52	87,679.06
Enterprise Fund (Sewer)					-			
ER	2900	Sewer Impact fees	636,741.74			-	81,615.00	718,356.74
ER	2901	Sewer Betterment	138,583.05				50,100.00	188,683.05
ER	2902	Sewer Safety Grants	2,000.00				997.86	2,997.86
ECP	4900	Sewer Vehicle Reserve	166,938.33			(4,870.12)		162,068.21
ECP	4901	Sewer Capital Reserve	153,418.01	50,000.00		(28,290.39)		175,127.62
Total Enterprise Funds			1,097,681.13	50,000.00	-	(33,160.51)	132,712.86	1,247,233.48
GRAND TOTAL ALL FUNDS			4,906,920.47	381,022.00	1,563,280.58	(2,911,015.51)	792,006.03	4,732,213.57



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

REPORT TO TOWN COUNCIL

Meeting Date: June 24, 2019
UPDATED: August 12, 2019
From: Kendra Amaral, Town Manager
Subject: Title 16 – A-Frame Signs
Council Sponsor: Chairperson Judy Spiller

OVERVIEW

The Planning Board identified an objective for its work plan to address A-frame signs, also known as sandwich board signs for business use in various zones in town.

The proposed ordinance amendment was developed to allow businesses the option to use temporary A-frame signage to advertise items for sale, services, and events, without impeding the safe use of public sidewalks and ways.

The Planning Board recommended adoption of the ordinance amendment at their March 28, 2019 meeting, following a public hearing. There were no public comments at the public hearing. A workshop is not recommended for this matter.

ATTACHMENTS

- Proposed Amendment to Title 16 – A-Frame Signs
- Proposed Enactment

Video of the March 28, 2019 Planning Board Meeting is available at kitteryme.org

ADD A-FRAME SIGN TO DEFINITION to 16.2.2 as follows:

A-FRAME SIGN - A freestanding sign located on the ground but not permanently attached. Also called a “sandwich board.”

ADD ITEM U to ARTICLE 10 Signs Allowed Without a Sign Permit as follows:

§ 16.8.10.9 Signs allowed without sign permit.

The following types of signs, in sizes and under conditions stated, are allowed without a Town sign permit, but must conform with all other provisions of Article X of this chapter except for the provisions restricting the number of signs (§§ 16.8.10.4 and 16.8.10.5), limiting the total sign area (§ 16.8.10.6) or as otherwise provided for in § 16.8.10.9.

U. A-frame signs. The following provisions govern temporary A-frame signs which are permitted in the Business-Local (B-L), Business-Local 1 (B-L1), Commercial (C-1, C-2, C-3), Mixed-Use (MU), Mixed-Use - Badgers Island (MU-BI), Mixed-Use – Kittery Foreside (MU-KF), and Mixed-Use – Neighborhood (MU-N) zones:

(1) One A-frame sign per business is permitted for the purpose of advertising specials, other items for sale, services, or events being offered.

(2) Sign area is limited to twelve (12) square feet per face and a maximum height of forty-eight (48) inches.

(3) Sign Location requirements:

(a) Mixed-Use – Kittery Foreside Zone (MU-KF). The location is limited to the sidewalk or walkway leading to the main entrance of the building in which the business is operated and must be located no greater than 15 feet from the building’s main entrance. The sign is located on the sidewalk or walkway only in locations where the sidewalk is wide enough to allow five feet for passage. All A-frame signs must be removed prior to a snow event to allow municipal snow removal efforts on roads and sidewalks in the zone.

(b) Mixed Use – Badgers Island (MU-BI), Mixed-Use – Neighborhood (MU-N), Business – Local (B-L), and Business – Local 1 (B-L1) zones. The location is limited to no less than two (2) feet from the right-of-way edge.

(c) In all other Allowed Zones. The location is limited to in front of or on the premises of the business. No sign may be located within 10 feet of the right-of-way edge.

[1] A-frame signs may not be located within 12 feet of another A-frame sign.

[2] A-frame signs may not be located within 5 feet of a side street or side lot line.

(4) Materials and graphics. Signs must be constructed of durable, weather-resistant material and finish; have no moving appurtenances; not be electrified or illuminated. Signs must be maintained in a neat and clean appearance, constructed to assure rigid support so they do not create a hazard.

(5) Signs may be displayed only during the hours the business or use is open for customers or visitors.

(6) Signs must be taken in each day at the close of business.

36 **DELETE ITEM D.5.C from Article 16.3 Kittery Foreside Mixed Use – MU-KF and amend Item**
37 **D.5.B as follows:**

38 (5) Signage. Display of signboard and/or products for sale may be placed on a Town sidewalk only if:

39 (a) Products for sale displayed outside the building are limited to an area extending no greater than two
40 feet from the front facade of the building;

41 (b) Signboards and/or products ~~for sale must be removed from the sidewalk at the close of each business~~
42 ~~day~~ must be taken in each day at the close of business;

43 ~~(c) — An annual permit must be obtained from the Code Enforcement Officer. Permits are issued for a~~
44 ~~calendar year or portion thereof, to expire December 31 of each year. Sign permit application fee,~~
45 ~~reference Appendix A.~~

**KITTERY TOWN CODE –
TITLE 16 – A-FRAME SIGNS**

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; and 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 wishes to regulate the standards, use, and placement of temporary a-frame signs; and

WHEREAS, the proposed amendments provide clear regulations that protect the public access to sidewalks and public ways;

NOW THEREFORE, IN ACCORDANCE WITH TITLE 30-A MRS §3001, AND TOWN CHARTER §2.14, THE TOWN OF KITTERY HEREBY ORDAINS TITLE 16, LAND USE and DEVELOPMENT CODE, SIGNS AMENDMENTS 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



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

REPORT TO TOWN COUNCIL

Meeting Date: June 10, 2019
UPDATED: August 12, 2019
From: Kendra Amaral, Town Manager
Subject: Zoning Map Update
Council Sponsor: Chairperson Judy Spiller

OVERVIEW

The Kittery Land Use Zoning Map has not been updated since May 24, 2010. Planning and Development Director Adam Causey notes that best practice is to review and readopt the map regularly (see attached memo).

Since 2010 the Council has adopted a new zone - Mixed Use Neighborhood. The proposed amended map reflects the new zone name. It does **not** include any changes to zoning boundaries. Revision to the Mixed Use Neighborhood Zoning boundaries are still being studied and may be brought forward in the future.

The Planning Board recommended adoption of the amended map at their May 23, 2019 meeting. A workshop is not recommended, because the proposed amendments simply reflect the current Title 16 code.

ATTACHMENTS

- Proposed Amended Land Use Zoning Map
- Zoning Map Adoption Enactment
- Memo to Planning Board from Planning and Development Director Video of the May 23, 2019 Planning Board Meeting is available at kitteryme.gov.



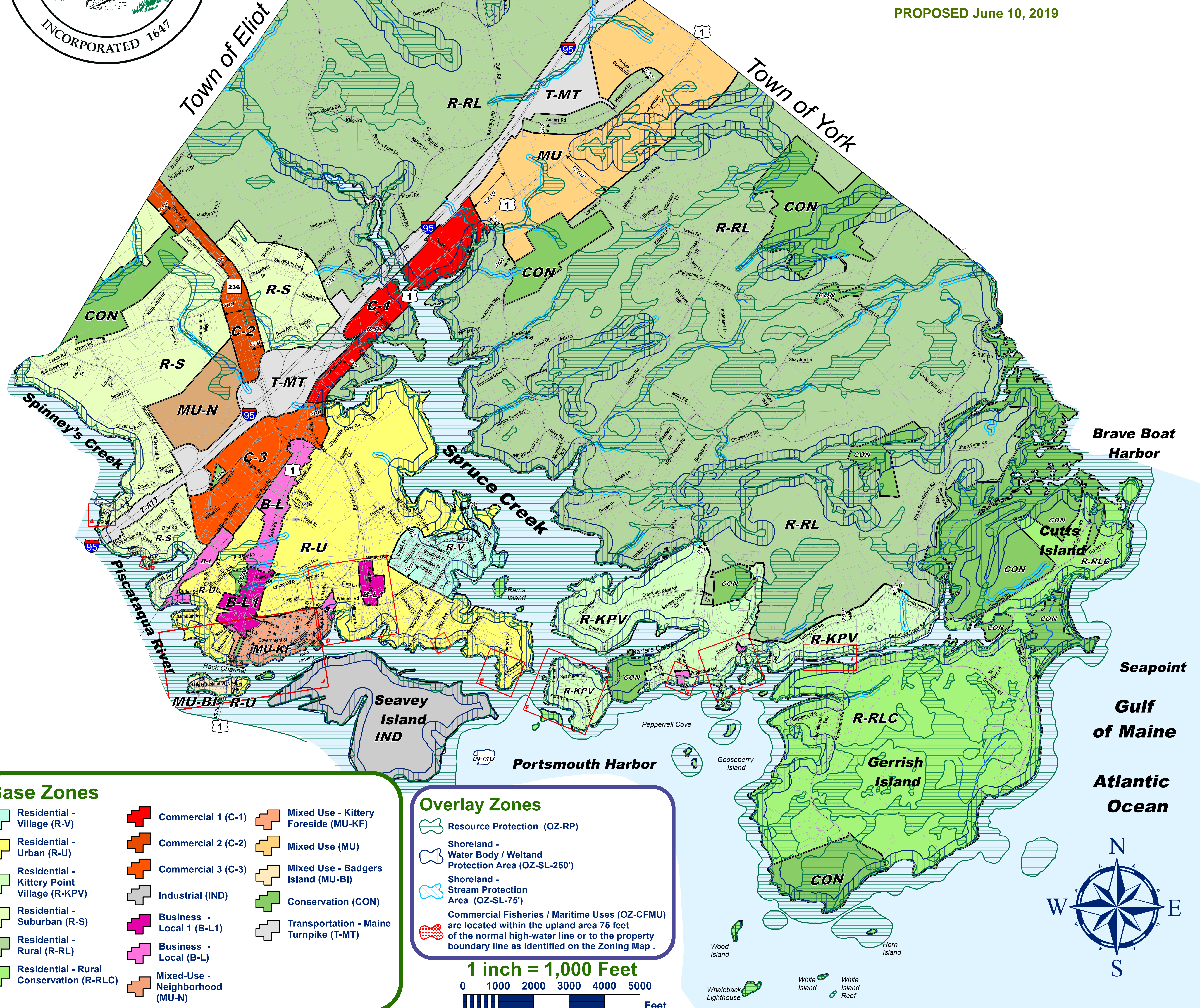
Town of Kittery

York County, Maine

Land Use Zoning Map

(A Growth Management / Comprehensive Plan Implementation Strategy)

PROPOSED June 10, 2019



Base Zones

- | | | |
|---|---------------------------------|--|
| Residential - Village (R-V) | Commercial 1 (C-1) | Mixed Use - Kittery Foreside (MU-KF) |
| Residential - Urban (R-U) | Commercial 2 (C-2) | Mixed Use (MU) |
| Residential - Kittery Point Village (R-KPV) | Commercial 3 (C-3) | Mixed Use - Badgers Island (MU-BI) |
| Residential - Suburban (R-S) | Industrial (IND) | Conservation (CON) |
| Residential - Rural (R-RL) | Business - Local 1 (B-L1) | Transportation - Maine Turnpike (T-MT) |
| Residential - Rural Conservation (R-RLC) | Business - Local (B-L) | |
| | Mixed-Use - Neighborhood (MU-N) | |

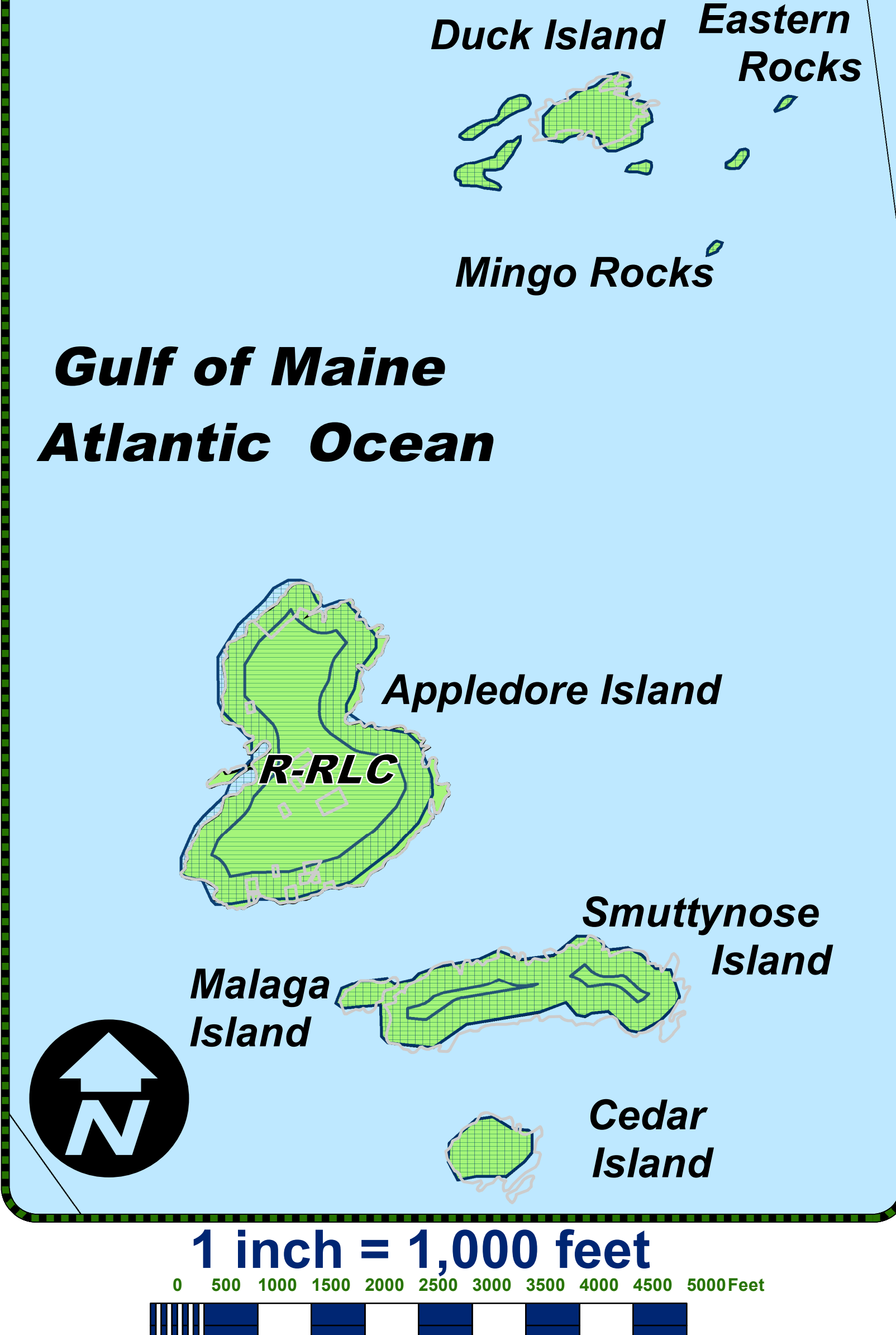
Overlay Zones

- Resource Protection (OZ-RP)
- Shoreland - Water Body / Wetland Protection Area (OZ-SL-250')
- Shoreland - Stream Protection Area (OZ-SL-75')
- Commercial Fisheries / Maritime Uses (OZ-CF)

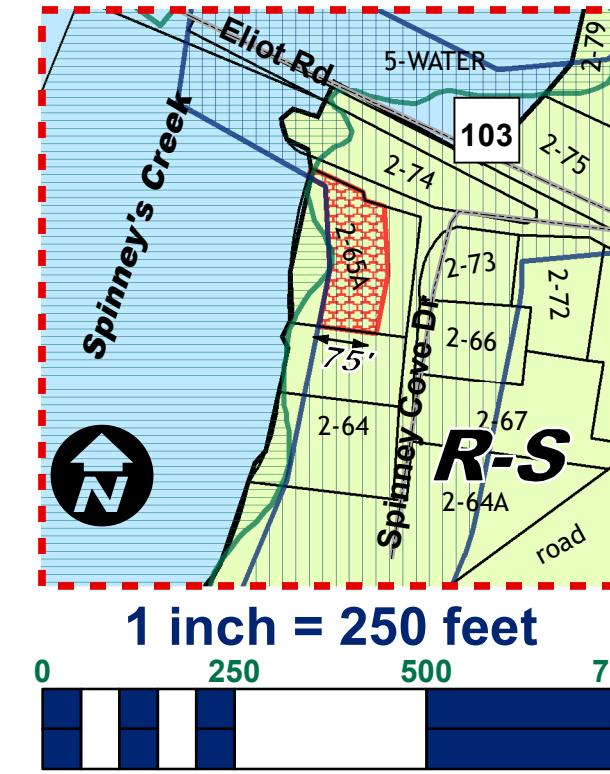
1 inch = 1,000 Feet

0 1000 2000 3000 4000 5000 Feet

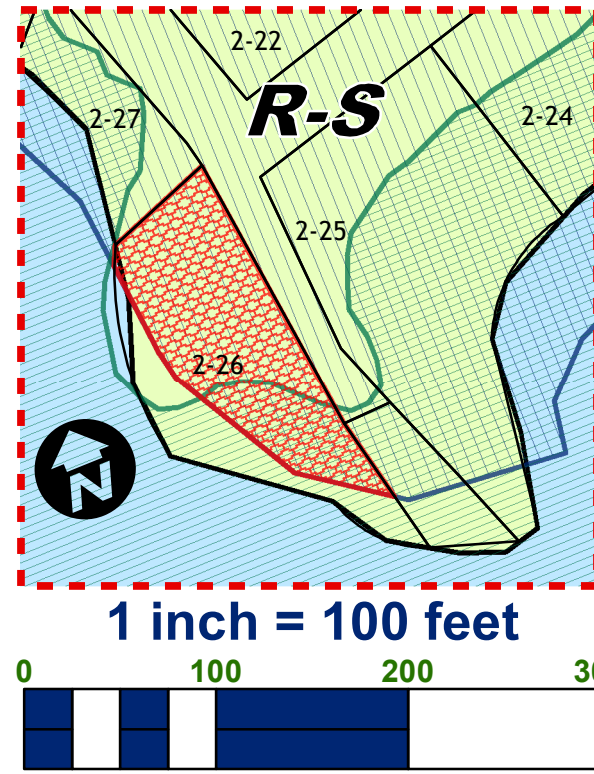
Offshore Island Inset



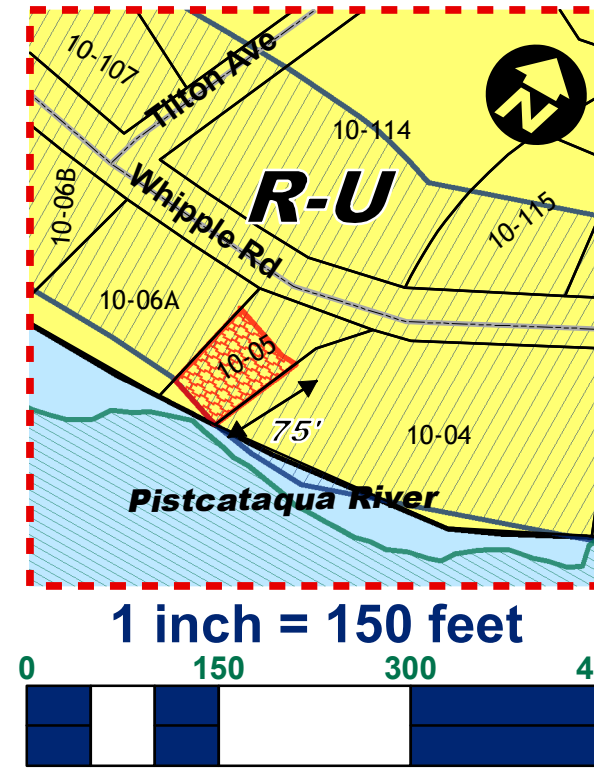
Inset A



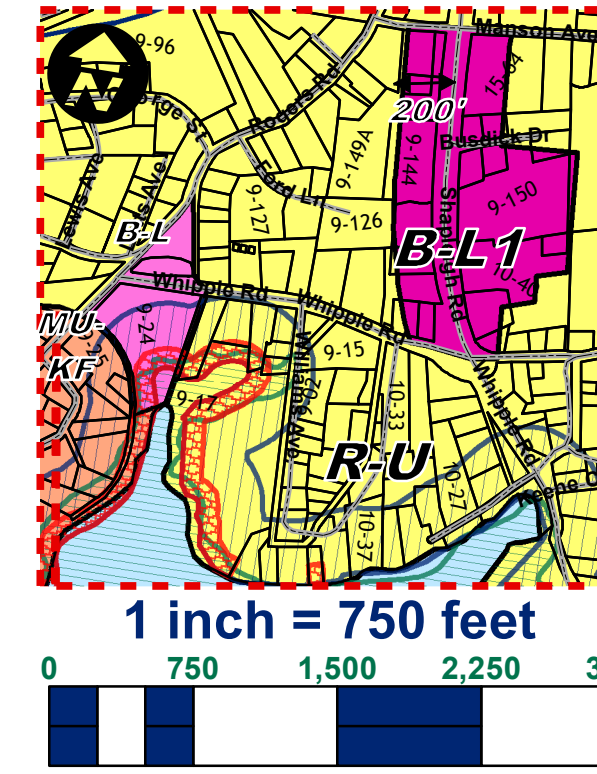
Inset B



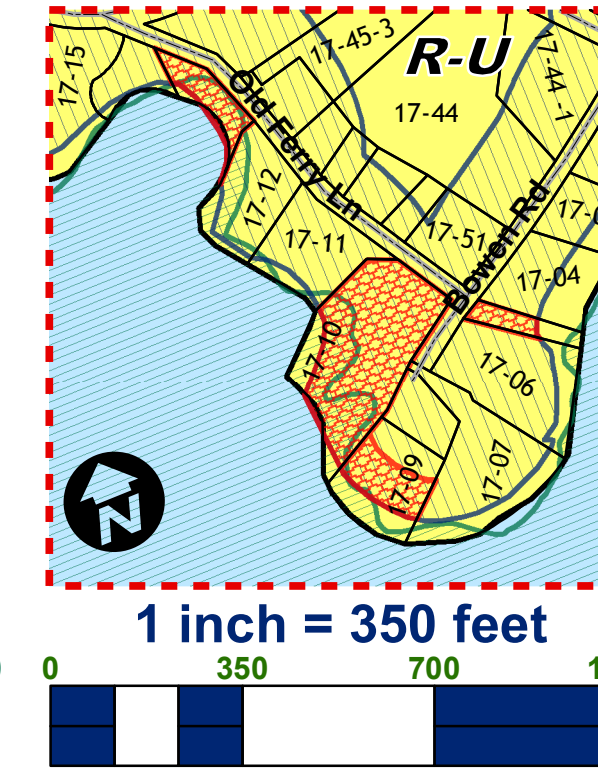
Inset C



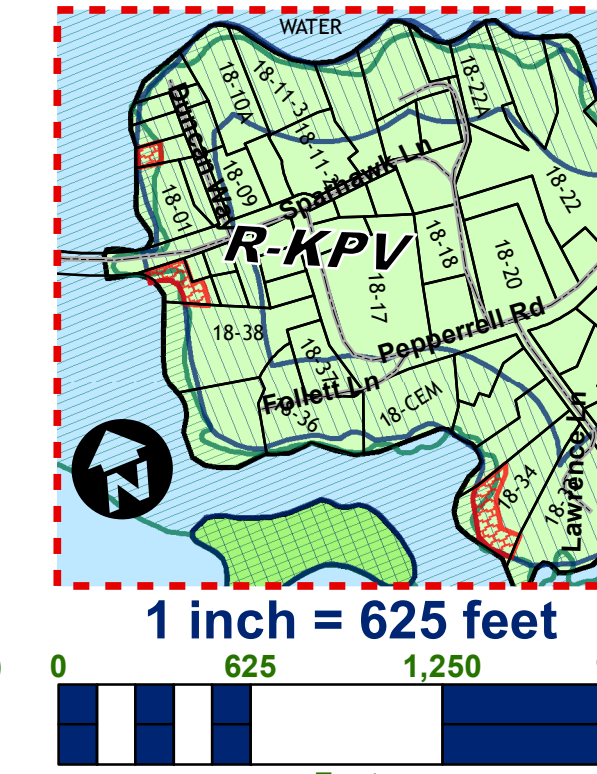
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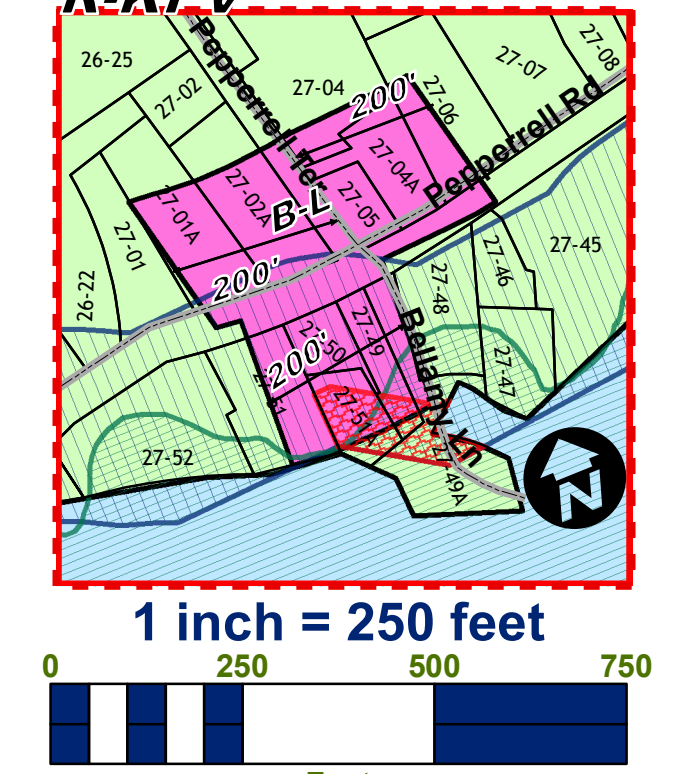
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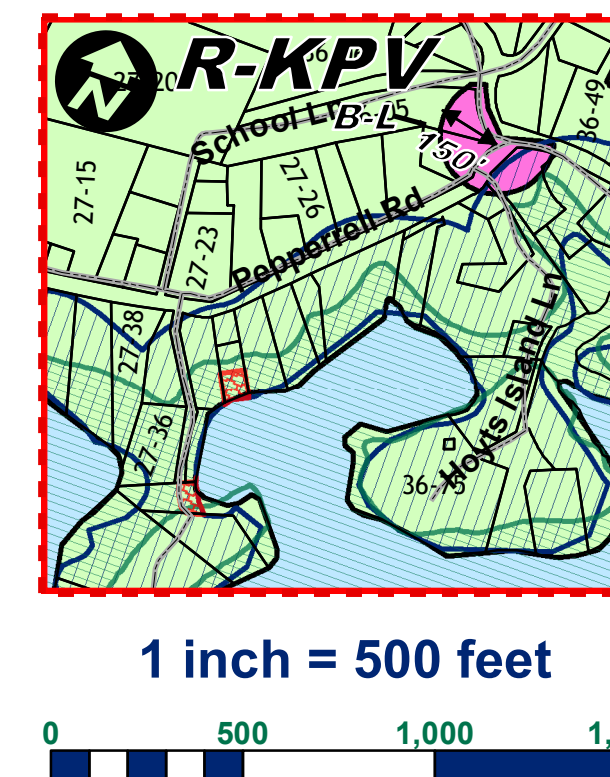
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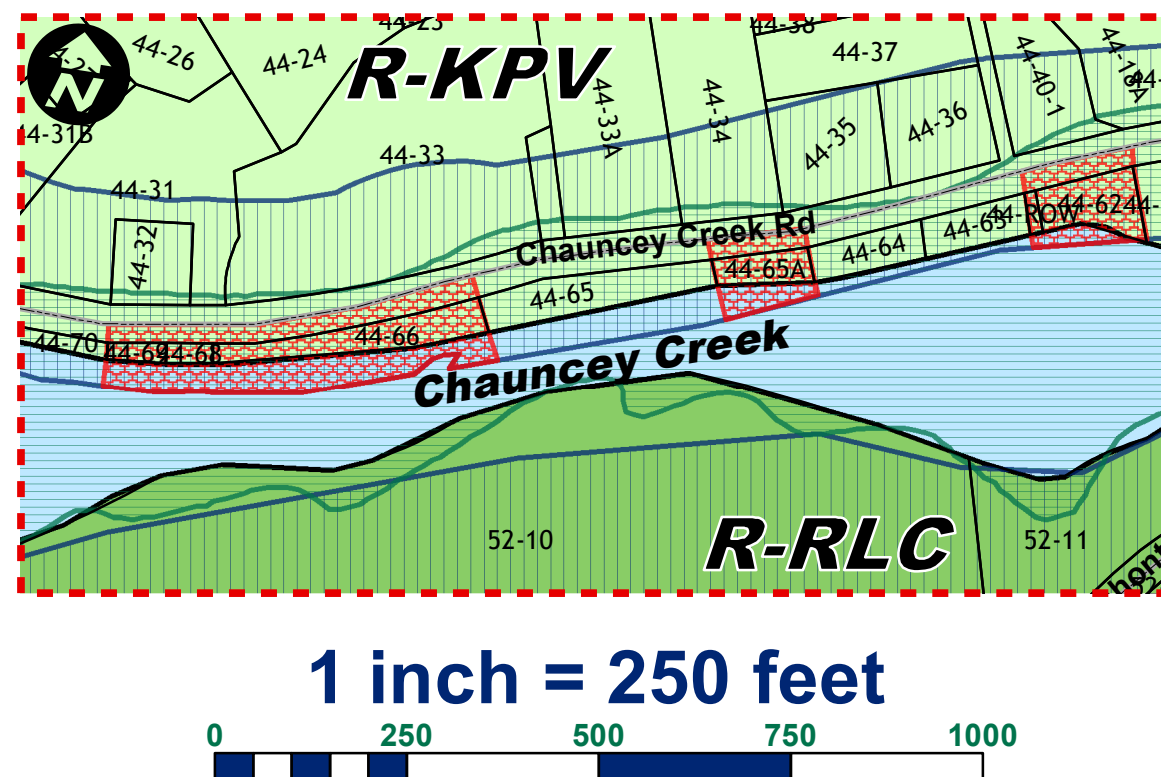
R-KPV Inset G



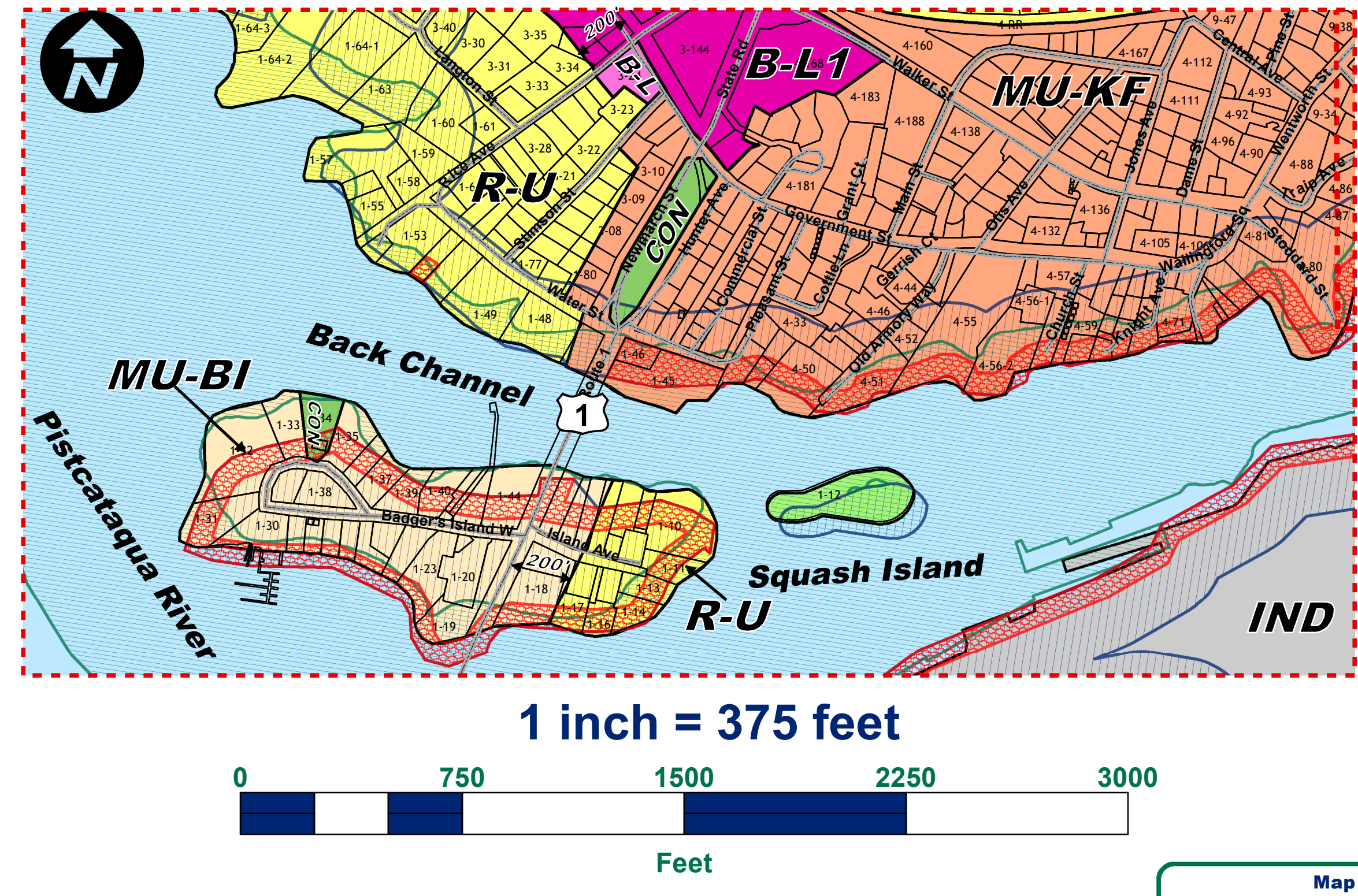
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I hereby certify this Zoning Map, referred to in the Town Land Use and Development Code, is the Official Zoning Map for the Town of Kittery, Maine. It includes all prior revisions and is current as of this date.

The precise location of property, boundary lines, and natural resources as shown on this Official Zoning Map is not warranted. Where there exists any doubt in the accuracy of any such property, boundary lines, or natural resources, the property owner is responsible to demonstrate the exact lot line or natural resource locations with respect to the zone boundaries. Such accuracy may be established through a licensed survey or appropriate state certified professional consistent with the Town Code.

Adopted by the Kittery Town Council and Effective this _____, 2019.

Town Clerk

Map prepared by the
Kittery Planning & Development Department
Adam Causey

**KITTERY TOWN CODE –
LAND USE ZONING MAP**

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; and 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, Maine Revised Statutes §4352 requires an adopted municipal zoning map describing each zone established or modified; and

WHEREAS, the Land Use Zoning Map requires updating to reflect the current Land Use and Development Code for the Town of Kittery, inclusive of amendments made since May 2010;

NOW THEREFORE, IN ACCORDANCE WITH TITLE 30-A MRS §3001, AND TOWN CHARTER §2.14, THE TOWN OF KITTERY HEREBY ORDAINS THE LAND USE ZONING MAP, 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



TOWN OF KITTERY
Planning and Development
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1304 Fax: 207-439-
6806

TO: PLANNING BOARD
FROM: ADAM CAUSEY, DIRECTOR OF PLANNING & DEVELOPMENT
SUBJECT: ZONING MAP UPDATE
DATE: MAY 16, 2019

The Town of Kittery Land Use Zoning Map has not been updated since May 24, 2010. The map should be regularly reviewed and readopted. Last year, the former Business Park zone was rezoned Mixed-Use Neighborhood by Town Council, as recommended by the Planning Board. The zoning map presented here includes that change, along with the correction of several typos in the existing map.

Per state law, a notice of the proposed map amendment and the proposed zoning map was posted at Town Hall for review on May 9, 2019. Notices were published in the Portsmouth Herald on May 9, 2019, and May 16, 2019, per state requirements.

No changes have been made to any Shoreland Overlay Zone nor Resource Protection Overlay Zone. Staff will require more time to research align those zoning layers with any changes, and review with Maine Department of Environmental Protection. I intend to bring a zoning map update to the Planning Board at least once per year, depending on the volume of additional land use changes.

Thank you,

Adam Causey, AICP
Director, Planning & Development Department



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

REPORT TO TOWN COUNCIL

Meeting Date: July 8, 2019
UPDATED: August 12, 2019
From: Kendra Amaral, Town Manager
CC: Library Building Committee
Subject: Library Bond Referendum
Council Sponsor: Chairperson Judy Spiller

The Library Building Committee has advanced the library renovation and expansion design to a point that is reasonable to seek the funding authorization for construction. The Council will be asked to consider two measures:

- 1) Authorization to place a binding bond referendum on the ballot for November 5, 2019;
- 2) Adoption of Issuance Authorization which includes the various legal and regulatory requirements and authorizations for issuance of bonds under state and local law. This authority can only be exercised if the voters approve the ballot measure.

OVERVIEW

As previously reported, the Library Building Committee has been advancing through its charge; working with the design team to complete the existing conditions analysis and concept design phase. The schematic design phase of the renovation and expansion project is being wrapped up in July.

The Committee has met 17 times since its formation in April of 2018. It has held two public meetings; one at the concept design phase and one at the schematic design phase, and has gathered input via the Block Party, emails, and letters.

The design has been funded through capital appropriations totaling \$500,000 (FY19 and FY20).

The design team, led by Scott Simons Architects, has assessed the existing program and Rice Building, developed a recommended building program (approximately 15,000 to 16,000 square feet), and developed multiple concept designs.

At the current phase of design, the interior organization of public and back-of-house space has been determined. Though walls and windows will likely still shift some during the remainder of the design; the internal layout is set.

The exterior design of the expansion has undergone a number of revisions to arrive at a structure that reaches towards the Foreside, does not pretend to be historic, but complements the historic structure in interesting ways.

A Schematic phase cost estimate for the design is underway and should be complete in the coming week. A preliminary estimate has the design within reaching distance of the \$5,000,000 budget maximum, and a plan to value engineer and refine the design to bring it within budget. The schematic design cost estimate will be completed and provided for the August meeting.

The design team is finishing up the schematic design phase, and plan to “put pencils down” until the bond referendum vote occurs; with the exception of pre-permitting work.

STATEMENT OF NEED

In accordance with Town Charter 6.07 and 30-A MRS §5721 and 5772 the Town Council is to submit to the qualified voters of the town at regular or special election, after public hearings, proposed financing through the issuance of bonds for a capital project.

Additionally, the Town Council must also adopt an ordinance governing the manner in which such bonds are to be issued and utilized. Upon adoption, the bonds still cannot be issued without the majority affirmative vote of the voters of Kittery in November.

The proposed language has been drafted by and reviewed with both Bond Counsel (William Stockmeyer, Drummond Woodsum) and Bond Advisor Joseph Cuetara.

PROPOSED SOLUTION/RECOMMENDATION

Approve as presented.

ATTACHMENTS

- Proposed Binding Bond Referendum for November ballot
- Proposed Bond Authorization Ordinance
- Library Project Presentation

BOND REFERENDUM

RICE PUBLIC LIBRARY EXPANSION, RENOVATIONS AND IMPROVEMENT

“Shall the Town of Kittery council be authorized to issue bonds in a total amount not to exceed \$5,000,000 for the purpose of funding costs to expand, renovate, and improve the Rice Public Library?”

Yes

No

Background

The Town of Kittery is seeking to expand, renovate, and improve the Rice Public Library. The project will result in a 21st century library that is consolidated into a single building, accessible to all visitors/ADA accessible; with space for collections, children, young adult, and adult programs, flexible community meeting and program space, technology to meet the evolving needs for information access, and adequate parking.

The construction and associated soft costs for implementation of the project are estimated to be \$5,000,000. Grants and private donations may be used to augment the project budget for enhanced building features, landscaping, furniture, fixtures, equipment and technology.

The Library is a department of the Town of Kittery, and all assets of the Library including the Rice Building and the Taylor Building are owned by the Town.

The debt will be general obligation bonds, funded through annual tax revenue. The estimated cost of interest, at 3%, is \$1,574,583, and the estimated total cost of principal and interest at maturity is \$6,574,583.

The total amount of bonds outstanding and unpaid is \$23,927,920. The Town’s capital improvement program (“CIP”) policy bonding limit, 2.5% of Total Valuation, is \$42,997,500. If the proposed bonds are approved, the Town will be at 67.3% of its total CIP policy bonding limit. The Town does not have authorized, unissued bonds.

The validity of the bond and of the voters' ratification of the bond may not be affected by any errors in the estimate made pursuant to Town Charter 6.07 paragraph (2). If the actual amount of the total debt service for the bond varies from the estimate, the ratification by the voters is nevertheless conclusive and the validity of the bond is not affected by reason of the variance.

Motion: The Kittery Town Council moves to adopt an ordinance entitled, “Ordinance to Authorize Issuance of General Obligation Bonds in Principal Amount of up to \$5,000,000 to Expand, Renovate, and Improve the Rice Public Library.”

TOWN COUNCIL OF THE TOWN OF KITTERY

**ORDINANCE TO AUTHORIZE ISSUANCE OF GENERAL OBLIGATION BONDS
IN PRINCIPAL AMOUNT OF UP TO \$5,000,000
TO EXPAND, RENOVATE, AND IMPROVE THE RICE PUBLIC LIBRARY**

1 The Town of Kittery hereby ordains, pursuant to the requirements of the Charter of the Town
2 of Kittery (the “Charter”) and 30-A M.R.S. §§ 5721 and 5772, the following:

3 **Section 1. Authorization of Bonds and Bond Anticipation Notes.**

4 1.1 The Town of Kittery (the “Town”) is hereby authorized to issue general obligation bonds
5 in an amount not to exceed \$5,000,000 and notes in anticipation thereof (collectively, the
6 “Bonds”) for the purpose funding costs to expand, renovate, and improve the Rice Public
7 Library (the “Project”).

8 1.2 The Town is hereby authorized to accept and use Project gifts and donations, and may
9 use the net sales proceeds of the Taylor Building, if any and if received prior to the sale
10 of the Bonds, to reduce the principal amount of Bonds issued for the Project.

11 **Section 2. Appropriation of Bond Proceeds; Tax Levy.**

12 2.1 The proceeds of the Bonds, including investment earnings, accrued interest, and bond
13 premium, if any, are appropriated for the costs of the Project, including costs of the
14 Project in excess of the principal amount of the Bonds.

15 2.2 An amount sufficient for the payment of the annual payments of principal and interest
16 on the Bonds, not payable from other sources, shall be included in the tax levy of each
17 year until the debt represented by the Bonds is extinguished.

18 **Section 3. Authorization of Treasurer to Arrange for Sale of Bonds and Determine Bond**
19 **Details.**

20 3.1 The Treasurer of the Town (the “Treasurer”) is authorized to arrange for the sale of the
21 Bonds, at one time or from time to time, as one or more separate bond issues, as tax-
22 exempt or as taxable obligations, at public or private sale to such parties as the Treasurer
23 determines to be in the Town’s interest, and to execute and deliver loan agreements and
24 other contracts for that purpose, all on such terms not inconsistent with the Charter and
25 this Ordinance as the Treasurer shall approve, such approval to be conclusively
26 evidenced by the execution thereof.

27 3.2 In connection with the sale of any of the Bonds, the Treasurer is authorized to select and
28 hire municipal advisors, other consultants, underwriters, registrars, paying agents, and
29 transfer agents and to execute and deliver such contracts or agreements for that purpose
30 as may be necessary or appropriate, and all actions the Treasurer has previously taken
31 consistent with this authorization is hereby ratified and confirmed in all respects.

3.3 To the extent not inconsistent with the Charter or this Ordinance, the Treasurer is authorized to determine the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s), and all other details, terms, and provisions of each issue of the Bonds, and to approve the form and manner of their sale and award, said approval to be conclusively evidenced by the execution thereof.

3.4 The Treasurer is authorized to provide on behalf of the Town that the Bonds may be redeemable or callable, with or without premium, prior to their maturity.

3.5 The Treasurer is authorized to prepare, or cause to be prepared, a Preliminary Official Statement and an Official Statement for use in the offering and sale of any of the Bonds in such form and containing such information as may be approved by the Treasurer with the advice of bond counsel for the Town. The use and distribution of any such Preliminary Official Statement and Official Statement in the name and on behalf of the Town in connection with offering the Bonds for sale is hereby approved.

Section 4. Bonds To Be Registered.

4.1 The Bonds shall be issued in the name of the Town and in registered form transferable only on the registration books of the Town, which registration books may be kept by the Town or its transfer agent, upon surrender thereof with a written instrument of transfer, duly executed by the registered owner or his/her attorney duly authorized in writing.

4.2 As an alternative to the provisions of Section 4.1, above, regarding physical transfer of Bonds, the Treasurer is authorized to undertake all acts necessary to provide for the issuance and transfer of the Bonds in book-entry form pursuant to the Depository Trust Company Book-Entry Only System and to enter into a Letter of Representation or any other contract, agreement, or understanding necessary or, in the Treasurer's opinion, appropriate in order to qualify the Bonds for and participate in the Depository Trust Company Book-Entry Only System.

Section 5. Form of Execution; Other Bond Terms.

5.1 The Bonds shall be executed and delivered by the Treasurer and countersigned by the Chairperson of the Town Council (the "Chairperson") under the official seal of the Town, attested by the Town Clerk of the Town (the "Clerk"), and otherwise be in such form and contain such terms and provisions not inconsistent herewith, as they shall approve, their approval to be conclusively evidenced by their execution thereof. Any signature thereon may be by facsimile to the extent permitted by law.

5.2 The appropriate officials of the Town are authorized to execute and deliver on behalf of the Town such other documents and certificates as may be necessary or convenient to the issuance, execution, or delivery of the Bonds.

Section 6. Conformance with Arbitrage and Private Activity Rules.

6.1 If the Bonds, or any of them, are issued on a tax exempt basis, the Treasurer is authorized and directed to certify on behalf of the Town that no part of the proceeds of the issue and sale of the Bonds shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Bonds to be "arbitrage bonds" or "private activity bonds" within the meaning of Sections 148 and 141 of the Internal

Revenue Code of 1986, as amended (the “Code”), and the Treasurer is authorized to so covenant and certify on behalf of the Town.

Section 7. Authorization of Treasurer to Ensure Compliance with Applicable Federal Laws and Rules.

7.1 If the Bonds, or any of them, are issued on a tax exempt basis, the Treasurer is authorized in connection with the Bonds to execute and deliver on behalf of the Town an arbitrage and use of proceeds certificate in form approved by bond counsel for the Town, and to covenant on behalf of the Town to file any information report and pay any rebate due to the United States in connection with the issuance of the Bonds, and to take all other lawful actions necessary to ensure that the interest on the Bonds will be excludable from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause interest on the Bonds to become includable in the gross income of the owners thereof.

7.2 The Treasurer is authorized to covenant, certify, and agree, on behalf of the Town, for the benefit of the holders of the Bonds, that the Town will file any required reports, make any annual financial or material event disclosure, and take any other actions that may be necessary to ensure that the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission, if applicable, are met.

7.3 The Treasurer, in consultation with bond counsel for the Town, is authorized to implement written procedures with respect to the Bonds for the purpose of (i) ensuring timely “remedial action” for any portion of the Bonds that may become “non-qualified bonds,” as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the Town’s compliance following the issuance of the Bonds with the arbitrage, yield restriction, and rebate requirements of the Code and regulations thereunder.

Section 8. Authorization of Treasurer to Designate Bonds as Bank Qualified.

8.1 The Treasurer may designate, and is authorized to take all such actions as may be necessary to designate, any of the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Code.

Section 9. Authorization to Effect Issuance, Sale, and Delivery of the Bonds.

9.1 The Treasurer, Chairperson, and Clerk and other proper officials of the Town, acting singly, are hereby authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, not inconsistent herewith, as may be necessary or desirable in order to effect the issuance, sale, and delivery of the Bonds and the accomplishment of the Project herein authorized.

9.2 If the Treasurer, Chairperson, or Clerk for any reason are unavailable to, as applicable, approve, execute, attest, or deliver the Bonds or any other documents necessary or convenient to the issuance, execution, attestation, or delivery of the Bonds or the accomplishment of the Project, the person or persons then acting in any such capacity, whether as assistant, deputy, successor, or otherwise, shall be authorized to act for such unavailable official with the same force and effect as if such official had performed such act.

- 9.3 If any of the officers or officials of the Town who have signed, attested, or sealed the Bonds shall cease to be such officers or officials before the Bonds so signed, attested, and sealed shall have been actually authenticated or delivered by the Town, such Bonds nevertheless may be authenticated, delivered, and issued with the same force and effect as though the person or persons who signed, attested, or sealed the Bonds had not ceased to be such officer or official; and also, any such Bonds may be signed, attested, or sealed on behalf of the Town by those persons who, at the actual date of execution of the Bonds, shall be the proper officers or officials of the Town, although at the nominal date of the Bonds any such person shall not have been such officer or official.

Section 10. Consolidation; Exchanges or Transfers of Bonds; Redemption.

- 10.1 Any or all of the Bonds may be consolidated with and become a part of any other issue of bonds or notes authorized to be issued by any previous or subsequent ordinance of the Town Council.
- 10.2 The Treasurer, Chairperson, and Clerk is authorized to, from time to time, execute such Bonds as may be required to provide for exchanges or transfers of Bonds authorized hereunder.
- 10.3 The Bonds (or bonds issued to refund such Bonds) may be made subject to redemption prior to their stated dates of maturity at the option of the Town, as a whole or in part at any time, in such order of maturity as the Treasurer, in the Treasurer's discretion, may determine at the respective redemption prices. While any of the Bonds (or bonds issued to refund such Bonds) are outstanding, the Treasurer is authorized to issue and deliver refunding bonds to refund some or all of the Bonds then outstanding, and to determine the date, form, interest rate, maturities, and all other terms and details of such refunding bonds, including the form and manner of their sale and award. The Treasurer is further authorized to provide that any of such refunding bonds be made callable, with or without premium, prior to their stated date(s) of maturity. Each refunding bond issued hereunder shall be signed by the Treasurer and Chairperson, either of both of whose signatures may be by facsimile to the extent permitted by law, attested to by the Clerk under the seal of the Town, and shall be in such form and contain such terms and provisions not inconsistent herewith as they may approve, their approval to be conclusively evidenced by their execution thereof.

Section 11. Reimbursement Resolution.

- 11.1 The Town hereby resolves and declares its official intent pursuant to Section 1.150-2(e) of the Treasury Regulations that the Town reasonably expects to use the proceeds of the Bonds to reimburse certain original expenditures from the Town's general or other fund, paid not earlier than 60 days prior to adoption of this Ordinance or to be paid, which original expenditures have been or will be incurred in connection with costs of the Project. The Town reasonably expects that the maximum principal amount that the Town will issue to finance the Project is **\$5,000,000**. An attested copy of this Ordinance and declaration of official intent shall be kept in the permanent records of the Town and be reasonably available for public inspection.

Section 12. Costs of the Project.

12.1 The term “cost” or “costs,” as used in this Ordinance and applied to the Project, includes all costs related to the Project, including without limitation (1) costs to acquire, design, engineer, construct, renovate, repair, improve, equip, and furnish all or any portion of the Project and of any infrastructure related to the Project, and of any addition or expansion to existing building(s) for the Project, as applicable; (2) costs of landscaping, site preparation, and removal and demolition of any existing buildings and improvements; (3) costs of land, easements, other real property interests, and licenses acquired or conveyed in connection with the Project; (4) costs of planning and development, site selection, preparation of specifications, surveys, engineering and feasibility studies, and other professional services associated with the Project; (5) costs of environmental studies, appraisals, and assessments; (6) interest costs on the Bonds for the period prior to and during construction and for a period not greater than the earlier of the date the Project is placed in service and the date three years from the issue date of the Bonds; and (7) financing charges and issuance costs related to the sale and issuance of Bonds, including without limitation premiums for insurance, capitalized interest, financial advisor fees and costs, underwriters’ fees and costs, legal and accounting fees and costs, application fees, and other fees and expenses.

Section 13. Filing; Publication.

13.1 An attested copy of this Ordinance shall be filed with the Clerk.

Section 14. Referendum Election.

14.1 In accordance with Section 6.07 of the Charter, the Bonds and the Project shall be submitted to the qualified voters of the Town at a referendum election to be held on Tuesday, November 5, 2019, after public hearings in the manner and form prescribed in Section 2.14 of the Charter and by law; the Clerk shall take all actions required of the Clerk for that referendum election to be called and held; and a referendum question in the following form shall appear in the warrant and on the ballot at said referendum election, accompanied by a signed statement of the Treasurer setting forth the information required by Section 6.07(4) of the Charter:

Shall the Town of Kittery council be authorized to issue bonds in a total amount not to exceed \$5,000,000 for the purpose of funding costs to expand, renovate, and improve the Rice Public Library?

Section 15. Effective Date.

15.1 This Ordinance shall become effective 30 days after its adoption by the Town Council, in accordance with Section 2.14(3) of the Charter.

INTRODUCED in a public session of the Town Council on the 12th day of August, 2019,

by: _____ {NAME}.

Motion to approve by Councilor _____ {NAME}, as seconded

by Councilor _____ {NAME} and passed by a vote of _____.

195 **THIS ORDINANCE IS DULY AND PROPERLY ORDAINED** by the Town Council of
196 the Town of Kittery, Maine, on the 12th day of August, 2019,

197

198

199 _____ {NAME}, Chairperson.

200 **A true copy, attest:**

201 _____
202 Town Clerk



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904

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

REPORT TO TOWN COUNCIL

Meeting Date: August 12, 2019
From: Kendra Amaral, Town Manager
Subject: Transfer Requests for Fiscal Year 2019
Councilor Sponsor: Chairperson Judy Spiller

EXECUTIVE SUMMARY

In accordance with Town Charter 6.09(4) Transfer Appropriation, the following is a request to transfer unencumbered appropriation balances from Fiscal Year 2019 to various accounts and carryforwards as specified below.

We are seeking to utilize approximately \$348,213 of the operating budget surplus for directed needs, rather than pass it through to the undesignated reserve fund. The remaining operating surplus will go to the undesignated reserve.

STATEMENT OF NEED

As the close of the Fiscal Year 2019 is being prepared, departmental deficits have emerged. The operating budget deficits and surpluses are to be expected as we respond to the needs and situations that are presented over the course of the fiscal year. The Other Funds transfers are primarily focused on eliminating project deficits, and proactive financial planning for the future, specifically for the compensated absences account. Details for each transfer request are below.

OPERATING BUDGET

The transfer requests are rounded up from the actual anticipated deficit to allow for any residual bills from FY19 yet to be received, and for audit adjustments that may occur. The result will be each department will end the fiscal year with approximately \$3,000 in surplus. These surpluses will pass directly to the undesignated reserve fund when the audit is completed.

- **From Administration to TIF: \$14,334**

The TIF offset is estimated each year based on the projected tax rate and projected valuation of the three TIF districts. Following the rate setting and assessed value confirmation, the total TIF offset for FY19 should be \$139,334. \$125,000 was budgeted.

- **From Administration to Harbormaster: \$10,000**

The overage is primarily the result of higher than projected salary costs for the Harbormaster, who was hired after the FY19 budget was finalized. Other lines contributing to the deficit come from costs associated with needed equipment/boat, and facility repairs.

- **From DPW Solid Waste to Kittery Community Center: \$20,000**

The KCC will finish the year approximately \$13,287 over budget. The causes are relatively evenly split between personnel costs and other expenses. Preschool personnel costs exceeded the budget by approximately \$10,659, while costs for the Summer program services exceeded projections by \$10,948. Some of the overages were offset by surpluses in the various utility line items.

- **From Fire to Assessors: \$10,000**

Assessing is projected to be \$6,048 over budget due to the personal property tax revaluation project.

- **From Overlay to Police: \$55,000**

The Police Department is projected to be \$45,739 over budget. Overtime costs related to vacancies, injuries and assignments, and other personnel costs associated with the transition of Chiefs are primarily responsible for the overage.

OTHER FUNDS/CAPITAL

- **From Various to FEMA/FIRM Maps: \$27,376**

The Town Council appropriated \$10,000 in FY15 to support the FEMA Firm Map appeal process. The project was broken into two phases. Phase 1 was the development of the alternative flood analysis model. The cost of this project was shared among 8 communities. Phase 2 involved applying the model to Kittery's transects and filing the appeal. Residents impacted by the proposed Flood Maps contributed \$8,734 to offset the costs. We are waiting for FEMA's decision on the appeal.

- **From Overlay to Cemetery: \$36,503**

The perpetual care funds for the gravesites maintained by the Town was depleted in FY18. Former Councilor Gary Beers conducted a great deal of research on the Cemetery fund. We are still working our way through that info to determine what happened to the management of the funds over time. Regardless of the answer, the account is in deficit and needs to be rectified. Chargers for maintenance of the gravesites will be absorbed in the operating budget moving forward, and until such time as a plan for the fund can be developed.

- **From Various to Compensated Absences Reserve: \$175,000**

Consistent with the prior two years' transfer requests, I am seeking additional funds be allocated to Compensated Absences to address the FY19 deficit and build a reserve balance that will be needed to offset future anticipated payouts. Since FY18, we have paid \$304,074, of that \$193,056 was in FY19. The account has been able to handle these expenditures without having to utilize undesignated funds, because the Town Council has agreed to transfers from FY17 and FY18 operating surpluses to this fund. The FY19 requested transfer will address the deficit and bring the account balance to \$109,782.

The town is required to pay paid-time-off balances in accordance with Employee Retirement Income Security Act (ERISA), town ordinance, and collective bargaining agreements with the

various Teamster units. The annual operating budget does not have sufficient funds to absorb larger payouts from employee departures. A number of our staff are nearing retirement age within the next four years.

- **From KCC Vehicle Reserve to Police Vehicle Reserve: \$26,000**

The insurance payment and proceeds from the sale of the transport vans has left a significant surplus in the KCC Vehicle Reserve fund. With the transition of the ACO to a full-time position, and the increased demand for animal control services, we are finding it necessary to invest in a van that will provide space to transport animals and the necessary equipment needed by the ACO.

- **From Pepperrell Cove Lighting and Railing Project to KPA Facility Reserve: \$1,057**

The Pepperrell Cove lighting and railing project funded in FY16 was completed with a surplus. The transfer will allow that surplus to be used for future KPA facility projects.

- **From Rice Beam Replacement to Municipal Facility Reserve: \$6,740**

The project has been deferred as a stand-alone project, and is expected to be addressed with the renovation and expansion effort. As such the reserve is being proposed for transfer to the Municipal Facility Reserve for general facility projects.

- **From Undesignated Reserve Fund to Senior Circuit Breaker Fund: \$50,000**

The Council created the Senior Circuit Breaker and launched with the FY19 fiscal year. Voters approved the use of up to \$50,000 of undesignated reserves to fund it. There were 42 approved applications in FY19, totaling \$42,000 in tax credits. The balance will be used toward the next fiscal year (FY20) which has approximately 56 pending applications. The surplus from FY19 will allow us to provide each applicant with maximum credit of \$1,000.

CARRY FORWARDS

- **Administration: \$2,100**

The June election had a low turnout and did not require the additional ballot machines or voting booths as expected. With the national primaries and elections coming, the need for the machines and booths is still relevant.

PROPOSED SOLUTION/RECOMMENDATION

Approve transfers and carryforwards as requested.

ATTACHMENTS

- FY2019 Budget Roll-Up
- FY2019 Year End Transfers and Carry Forwards

Year End Financial Report is included in the Town Manager's Report.

Report to Council
Fiscal Year 2019
Year End Transfers & Carry Forwards
All Funds

GENERAL FUND TRANSFERS

FROM			TO		
101110	Administration	\$ 14,334	101155	TIF	\$ 14,334
101110	Administration	\$ 10,000	101840	Harbormaster	\$ 10,000
101930	DPW Solid Waste	\$ 20,000	101830	KCC	\$ 20,000
101320	Fire	\$ 10,000	101210	Assessors	\$ 10,000
101160	Overlay	\$ 55,000	101310	Police	\$ 55,000
Total General Funds Transfers		\$ 109,334			\$ 109,334

OTHER FUNDS TRANSFERS

FROM			TO		
101110	Administration	\$ 11,240	2091	FEMA/Firm Maps	\$ 11,240
101160	Overlay	\$ 16,136	2091	FEMA/Firm Maps	\$ 16,136
101160	Overlay	\$ 36,503	5021	Cemetery	\$ 36,503
103000	Other Insurances	\$ 50,000	2022	Compensated Absences	\$ 50,000
103001	Health & Dental	\$ 125,000	2022	Compensated Absences	\$ 125,000
2078	Athletic Field Master Plan	\$ 85,000	2094	LWCF - Emery Field Phase 2	\$ 85,000
4011	KCC Vehicle Reserve	\$ 26,000	4022	Police Vehicle Reserve	\$ 26,000
4115	KPA Pepperrell Cove Railings & Lighting	\$ 1,057	4116	KPA Facility Reserve	\$ 1,057
4121	Rice Beam Replacement	\$ 6,740	4027	Municipal Facility Reserve	\$ 6,740
Total Other Funds Transfers		\$ 357,676			\$ 357,676

UNDESIGNATED RESERVE TRANSFERS

FROM			TO		
FY2019	Undesignated Reserve	\$ 50,000		Senior Tax Circuit Breaker	\$ 50,000

CARRYFORWARD

Account			Purpose
101130	Elections	\$ 2,100	Voting Booth Replacement

**TOWN OF KITTERY
FISCAL YEAR 2019
TRANSFER OF APPROPRIATIONS**

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 6.09(4) 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 Manager has submitted a written request to transfer Fiscal Year 2019 appropriations from one department to another and carryforward funds for the completion of work objectives planned for Fiscal Year 2019; and

WHEREAS, the Town Manager has submitted a written request to transfer Undesignated Funds for the Fiscal Year 2019 Senior Tax Circuit Breaker program in accordance with Warrant Article 8 approved by the voters on June 12, 2018;

NOW THEREFORE, IN ACCORDANCE WITH TITLE 30-A MRS §3001 AND TOWN CHARTER §6.09(4), AND THE APPROVED WARRANT ARTICLE 8 THE TOWN OF KITTERY HEREBY ORDAINS THE FISCAL YEAR 2019 TRANSFER OF FUNDS AND APPROVAL OF CARRYFORWARDS, 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

August 12, 2019

Report to Council

Fiscal Year 2019

Budget Roll-Up

	BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	PROJECTION	AVAILABLE	% COLLECTED/SPENT
REVENUE	\$14,426,833	\$123,564	\$14,550,397	\$15,142,026	\$68,450	\$660,079	104.1%
OPERATING FUNDS	BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	PROJECTION	AVAILABLE	% COLLECTED/SPENT
Administration	\$972,056	\$10,000	\$982,056	\$928,647	\$2,100	\$51,309	95%
Assessors	\$144,022	\$0	\$144,022	\$150,070	\$0	(\$6,048)	104%
Overlay	\$0	\$113,564	\$113,564	\$0	\$0	\$113,564	0%
Police	\$2,231,411	\$0	\$2,231,411	\$2,277,150	\$0	(\$45,739)	102%
Fire	\$331,910	\$0	\$331,910	\$309,921	\$0	\$21,989	93%
DPW	\$1,885,669	\$0	\$1,885,669	\$1,845,189	\$0	\$40,480	98%
Planning	\$356,606	\$0	\$356,606	\$347,768	\$0	\$8,988	98%
Misc	\$686,664	\$0	\$686,664	\$682,096	\$0	\$4,568	99%
KCC	\$1,054,874	\$0	\$1,054,874	\$1,068,254	\$0	(\$13,287)	101%
Harbormaster	\$94,950	\$0	\$94,950	\$102,089	\$0	(\$6,959)	108%
Health & Dental	\$1,148,378	\$0	\$1,148,378	\$1,019,598	\$0	\$128,780	89%
Other Insurances	\$994,703	\$0	\$994,703	\$910,926	\$0	\$83,777	92%
Retirement	\$507,694	\$0	\$507,694	\$488,893	\$0	\$18,801	96%
Debt Service	\$840,861	\$0	\$840,861	\$840,811	\$0	\$50	100%
Library	\$478,901	\$0	\$478,901	\$478,901	\$0	\$0	100%
Capital Improvement	\$1,703,281	\$0	\$1,703,281	\$1,703,281	\$0	\$0	100%
TOTAL	\$13,431,980	\$123,564	\$13,555,544	\$13,153,594	\$2,100	\$400,273	97%
County Tax	\$869,853		\$869,853		863,018	\$6,835	0%
TIF	\$125,000		\$125,000	\$125,000	\$14,334	(\$14,334)	100%
TOTAL	\$14,426,833	\$123,564	\$14,550,397	\$13,278,594	\$879,452	\$392,774	91%
OTHER FUNDS							
Compensated Absences	\$96,731	\$31,108	\$127,839	\$193,056		(\$65,218)	
FEMA Firm Maps Phase 1	(\$11,440)		(\$11,440)	\$0		(\$11,440)	
FEMA Firm Maps Phase 2	\$8,387	\$347	\$8,734	\$24,670		(\$15,936)	
Cemetery	\$0	\$0	\$0	\$36,503		(\$36,503)	
TOTAL SURPLUS						\$263,677	



TOWN OF KITTERY
Office of the Town Clerk
200 Rogers Road, Kittery, Maine 03904
Telephone: (207) 475-1328 Fax: (207) 439-6806

* They
Have a
State License

**APPLICATION FOR VICTUALERS, INNKEEPERS,
AND LODGING HOUSE OPERATORS LICENSE**

Applicant (Sole Proprietor, Corporation, Limited Liability Co.): Derke Gibbs
(please print)

Applicant Address: 4 Boody Street, Portland, Maine 04102
(please print)

Applicant's mailing address if different from above: _____

Date of Birth (Sole Proprietor): 09/06/1977 Applicant's Telephone Number: 207-219-1604

Business Name: Mainely Hotdogs
(please print)

Business Address: 4 Boody Street Portland Maine / 230 Route 1 Bypass
(please print) (Truck Pod)

Business Telephone Number: 207-219-1604

Signature of Applicant: [Signature] DATE: 07/03/19

Applicant's Name: Derke Gibbs
(please print)

LICENSE FEE: \$ 50.00

FIRST TIME APPLICATIONS: \$50.00
RENEWAL OF LICENSE: \$25.00

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



TOWN OF KITTERY
Office of the Town Clerk
200 Rogers Road, Kittery, Maine 03904
Telephone: (207) 475-1328 Fax: (207) 439-6806

* They
Have a
State License

**APPLICATION FOR VICTUALERS, INNKEEPERS,
AND LODGING HOUSE OPERATORS LICENSE**

Applicant (Sole Proprietor, Corporation, Limited Liability Co.): Pressed For Time mobile cafe LLC
(please print)

Applicant Address: 42 Blueberry Hill Road Raymond NH 03077
(please print)


Applicant's mailing address if different from above: Same as above

Date of Birth (Sole Proprietor): 03/04/1977 Applicant's Telephone Number: (603)425-9442

Business Name: Pressed For Time mobile cafe
(please print)

Business Address: 42 Blueberry Hill Road Raymond NH 03077
(please print) 230 Rte 1 Bypass (Truck Pod)

Business Telephone Number: (603)216-5534

Signature of Applicant:  DATE: 07/23/2019


Applicant's Name: Edward Sargent
(please print)

LICENSE FEE: \$ 50

FIRST TIME APPLICATIONS: \$50.00
RENEWAL OF LICENSE: \$25.00

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

THIS DOCUMENT IS PROTECTED BY A MICRO-PRINT SIGNATURE LINE, VISIBLE PAPER FIBERS, A WATERMARK, AND IS REACTIVE TO CHEMICAL ALTERATION

 **Kennebunk Savings**

104 Main Street, PO Box 28 • Kennebunk, ME 04043-0028

52-74502112

146846

THREE HUNDRED and 00/100*****
PAY TO THE ORDER OF

Payment Date
6/13/2019

AMOUNT
\$300.00

Memo: PRESCHOOL GARDEN

EXPENSE CHECK

KITTERY COMMUNITY CENTER
120 ROGERS ROAD
KITTERY, ME 03904

Thomas J. Zich

AUTHORIZED SIGNATURE

MP

ROBERT C. CARPENTER
SYLVIA A. CARPENTER

609-431-7775

304 SALLON AVE

PORTSMOUTH, NH 03801

Pay to the order of

Kerry Community Center
seventy hundred and no/100

\$ 700.00

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

For Administrative Camp

Sylvia A. Carpenter

96th Mountain, NH

5539

54-88532114

07-25-2019

DATE

CHECK NO.



Dollars

Donald and Nicole Kerr
4 Colonial Road
Kittery, ME 03904

781
54-7468/2114

31 JULY 2019

PAY TO THE
ORDER OF

THRESHOLD MEMORIAL FUND \$ 250.-

TWO HUNDRED-FIFTY & 00/100

DOLLARS



Security Features
are included.
Details on back.

Piscataqua Savings Bank
Portsmouth, N.H.

FOR

SILENT STRENGTH

[Signature]

MP

David R. Evans, MPA
139 Brave Boat Harbor Road
Kittery Point, ME 03905

JUL 11 2019

July 8, 2019

BY: _____

To the Members of Kittery Town Council:

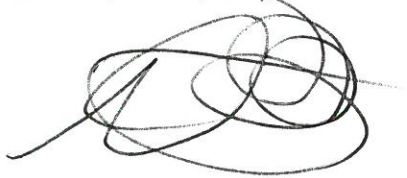
The Wildcat Girls Ice Hockey Association is comprised of students from the York, Kittery, and Marshwood School Districts. The Association fields a Varsity Team, a Junior Varsity Team, and two Middle School Teams. Currently, Kittery provides more players than any other district.

We are a non-profit entity with some support from the York School District for the High School Programs. We need to raise funds for ice time, uniforms, and other miscellaneous expenses. We receive no outside support for the Middle School Programs and must raise funds to cover all of the expenses.

We raise most of funds through player tuition and the rest comes from fundraisers. One of the fundraisers we would like to do over the summer is a tagging day at the Kittery Resource Recovery Facility. I personally know that other groups have had great success with a tagging day at the KRRF.

We are requesting permission to hold a tagging day at the Kittery Resource Recovery Facility on Saturday, August 17, 2019 from 9 a.m. to 5 p.m. We will staff the fundraiser with players and parents and will ensure that there is always a responsible adult present.

Thank you for your consideration.

A handwritten signature in black ink, appearing to be "David R. Evans", written in a cursive style.

David R. Evans, MPA
Board Member, York Wildcat Girls Ice Hockey Association



July 15, 2019

Council Members
Town of Kittery
200 Rogers Road
Kittery, Maine 03904



Dear Council Members:

SUBJECT: Banner Request

On Sunday October 20, 2019 from 4:30 – 8:00 p.m. we are holding our annual fundraising event at the Blue Mermaid in Kittery. Since we have moved the event venue, we have changed the event's name from *Foreside for Fuel* to *Friends for Fuel*. Our Board of Directors are requesting your approval to hang a banner across Rogers Road from **October 1 through October 20**. The banner will be of similar dimensions as our banner from last year.

As an all-volunteer organization, Fuel and More is most fortunate to have the support of the entire Kittery community. The Town of Kittery continues to provide space for us to meet as a group and to interview our clients. Local restaurants generously donate food for our event. And this year several, Kittery businesses have expressed interest in sponsoring *Friends for Fuel*.

This year Fuel and More made over 91 fuel deliveries to Kittery families. In addition to providing fuel for these families, we have expanded our "MORE" role including:

- Cleaning client furnaces;
- Providing Kittery school counselors with gift cards for warm clothing for students in need;
- Purchasing 50+ winter coats and boots for Kittery Holiday Baskets; and
- Helping 13 Kittery families facing financial challenges due to unforeseen events with back rent, car repairs, and childcare in coordination with the York County Community Action

Please let me know if you have any questions or concerns. I can be reached at my home number 207-439-2015 or via email Lorene.ulrich@gmail.com.

We are working hard in organizing a successful *Friends for Fuel* event. On behalf of the entire Board, we hope you will all plan to join us.

Sincerely,

A handwritten signature in blue ink that reads "Lorene B. Ulrich".

Lorene B. Ulrich, President
Fuel & More

Cc: Karen Estee



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904

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

REPORT TO TOWN COUNCIL

Meeting Date: August 12, 2019
From: Kendra Amaral, Town Manager
Subject: Vehicles and Traffic – Title 10 Amendments
Councilor Sponsor: Councilor Ken Lemont

There are two proposed amendments to Title 10 Vehicles and Traffic.

One amendment will transition the intersection of Gerrish Island Lane and Chauncey Creek Road from a two-way stop from the Gerrish Island approach to a four-way stop.

Chief Richter has reviewed the request and traffic data for the intersection. Though police reports do not indicate a safety need for the four-way stop, it has been determined that creating a four-way stop here will not negatively impact the safe function of the intersection.

The other amendment proposed is to address cut-through traffic caused by the morning commuters accessing the Portsmouth Naval Shipyard (PNSY). The amendment would make Pine Street a one-way outbound (or in a northerly direction) during the peak morning commute hours. The anticipated outcome will be that traffic remains on Love Lane up to the intersection of Wentworth Street. Implementing a restriction on Pine will also address some cut-through traffic on Main St, Jones Ave, and Dame St.

Without proper traffic analysis, it is not possible to predict how the one-way restriction will impact traffic flow into and around the Foreside during the morning commute. Therefore, the Council may wish to consider making this a temporary change to allow for analysis and the ability to weigh the outcomes against the objective of reducing cut-through traffic.

PROPOSED SOLUTION/RECOMMENDATION

Approve amendments as proposed.

ATTACHMENTS

- Proposed Amendments to Title 10 – Vehicles and Traffic
- Proposed Enactment
- Visual representation of proposed amendments

ADD Title 10.2 One-Way Streets at Designated Times the addition of Pine Street as follows:

§ 10.2.1.2 One-way streets at designated times.

A. The following streets are designated one-way streets between 6:00 a.m. and 7:00 a.m., Monday through Friday:

(1) Lemont Lane in a westerly direction from the intersection of Philbrick Road to Woodlawn Avenue;

(2) Cross Street in a westerly direction from the intersection of Philbrick Road to Woodlawn Avenue; and

(3) Wainwright Avenue in a westerly direction from the intersection of Wyman Avenue to Woodlawn Avenue.

(4) Pine Street in a northerly direction from the intersection of Central Avenue to Love Lane.

B. This section does not prohibit the passage of vehicles performing municipal or emergency services.

AMEND Title 10.2 Stop Intersections at Gerrish Island Land as follows:

§ 10.2.2.1 On public ways.

The following intersections are designated as stop intersections and stop signs are to be so erected:

Stop Sign on

At Intersection of

Gerrish Island Lane

Chauncey Creek Road (four-way stop)

**KITTERY TOWN CODE TITLE 10, PROPOSED AMENDMENT –
FOUR WAY STOP AND TIME RESTRICTED ONE-WAY**

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, 36 MRS §6232 and §6271, 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 seeks to provide specified controls and restrictions on local roads to enhance the safety and traffic flow on certain roads; and

NOW THEREFORE, IN ACCORDANCE WITH TITLES 30-A MRS §3001, 36 MRS §6232 and §6271, AND TOWN CHARTER §2.14, THE TOWN OF KITTERY HEREBY ORDAINS AMENDMENT TO TITLE 10 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

PROPOSED Four Way Stop



PROPOSED Designated One-Way





TOWN OF KITTERY, MAINE

TOWN CLERK'S OFFICE

200 Rogers Road, Kittery, ME 03904

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

JUN 12 2019
BY: [Signature]

APPLICATION FOR APPOINTMENT TO TOWN BOARDS

NAME: JAN Lamont-Rodons

RESIDENCE: 42 Pepperrell Road

MAILING (if different) _____

E-MAIL ADDRESS: WILDACRE2 @ GMAIL . com

PHONE #: (H) 207.439.7873 (W) 439.2110 (C) 603.828.6123

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

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

Other _____

EDUCATION/TRAINING: College, Life, 4 businesses

RELATED EXPERIENCE (Including other Boards and Commissions) _____

Past Trustee Kittery Arts Association
Present member of Taylor Library Bldg. Committee

PRESENT EMPLOYMENT: Coastal Architects

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

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

REASON FOR APPLICATION TO THIS BOARD: Interest in Arts and Recreation

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

Please read the back of this application before signing.

[Signature]
SIGNATURE OF APPLICANT

12 June 2019
DATE



TOWN OF KITTERY, MAINE

TOWN CLERK'S OFFICE

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

FEB 12 2015

BY: 2:30 pm

Em

APPLICATION FOR APPOINTMENT TO TOWN BOARDS

NAME: John V McCallitt

RESIDENCE: 29 Wilson Rd

MAILING (if different) Kittery Me 03904

E-MAIL ADDRESS: DUSTEN61@comcast.net PHONE #: (Home) 207-491-7118 (Work) ✓

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

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

EDUCATION/TRAINING: BS U.N.H Harbor Master School

RELATED EXPERIENCE (Including other Boards and Commissions) _____

Harbor Master 18 yrs.

PRESENT EMPLOYMENT: Wal-Mart

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

ANY KNOWN CONFLICT OF INTEREST: make clam water

REASON FOR APPLICATION TO THIS BOARD: with my knowledge of Kittery and Kittery's

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

John V McCallitt
SIGNATURE OF APPLICANT

2-3-15
DATE



TOWN OF KITTERY, MAINE
TOWN CLERK'S OFFICE
200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1328 Fax: (207) 439-6806

RECEIVED
AUG 07 2019
BY KRS 9:05

RE: APPT.

APPLICATION FOR APPOINTMENT TO TOWN BOARDS

NAME: Kelly L Philbrook
RESIDENCE: 8 Pepperrell Terr. POB 122 Kittery Pt
MAILING (if different) _____
E-MAIL ADDRESS: nowakekp@aol.com
PHONE #: (H) 439-2061 (W) _____ (C) _____

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

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

Other _____

EDUCATION/TRAINING: _____

RELATED EXPERIENCE (Including other Boards and Commissions) _____

Currently on the KPA

PRESENT EMPLOYMENT: Kittery School Department

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

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

REASON FOR APPLICATION TO THIS BOARD: Continue to serve the boaters of Kittery

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

Please read the back of this application before signing.

Kelly L Philbrook
SIGNATURE OF APPLICANT

8/7/19
DATE



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

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

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

Tributary Brewing Co. LLC
5 Winding Brooke Ln., S. Berwick, ME 03908

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

Tributary Brewing Co.
10 Shapleigh Rd., Ste. A, Kittery, ME 03904

Mailing address and telephone number of owner of the real estate: Driscoll Realty, Inc.

P.O. Box 207, Kittery Point, ME 03905 439-7502

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

Tasting Room

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

Wed-Sat 12:00 PM - 11:00 PM; SUN 12 PM - 9:00 PM

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

Small bands, duos or solo performers with
potential for dancing.

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

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

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

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

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

Member partner of Tributary Brewing Co. LLC

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

DATE OF APPLICATION: 8/1/19

SIGNATURE OF APPLICANT: Galen Mott

APPLICANT'S NAME: Galen Mott
(please print)

ADDRESS: 5 Winding Brooke Ln. S. Berwick, ME 03908
(please print)

TELEPHONE NUMBER: 207-703-0093

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

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

August 5, 2019

Town of Kittery
Attn: Town Council
200 Rogers Road Ext.
Kittery, ME 03904

Dear Sirs and Madams,

We are writing to request permission to hold two special events this fall. The first is to celebrate Tributary's 5th Anniversary on Saturday, September 7, 12 noon to 8 pm. The second is for the release of Mott the Lesser on Saturday, October 26, 12 noon to 7 pm.

It is necessary to gain the Town of Kittery's permission in order to get a permit from the State of Maine to extend the bonded area outside our tasting room. Our landlord, Driscoll Realty, has given us approval and will write a letter to this effect.

Tributary will have a 20' x 30' tent, portable bathrooms, and one-day food vendor(s). Attached please find a diagram for a new layout for the September 7 event that will broaden the bonded area for alcohol to include a 20' x 20' cordoned area between our front door and the tent. The event on September 7 will include outdoor music by local performers. We will hire a police detail for both events. We will also notify our business & immediate residential neighbors of the event.

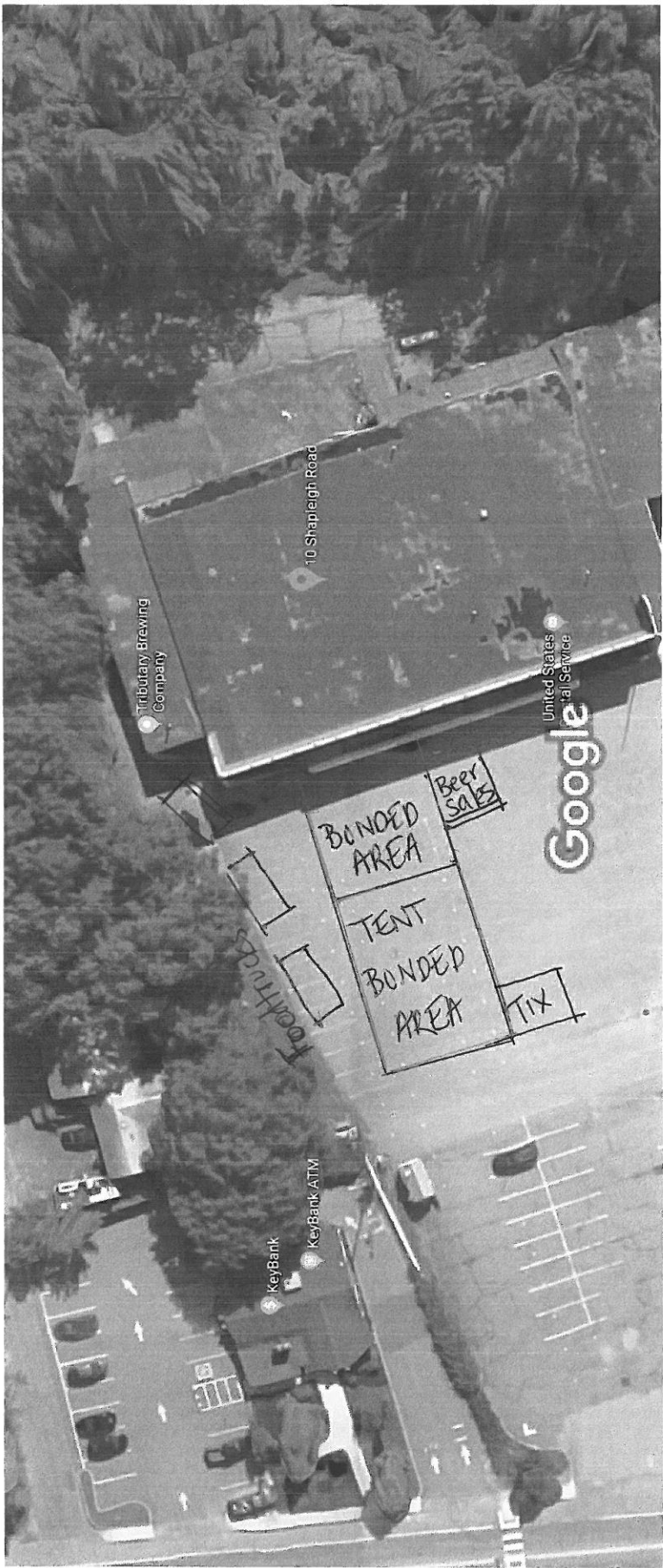
We respectfully submit this request.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "Galen Mott". The signature is fluid and cursive, with the first name "Galen" written in a larger, more prominent script than the last name "Mott".

Galen & Tod Mott
Owners
Tributary Brewing Co.

Google Maps 10 Shapleigh Rd



Imagery ©2019 Google, Map data ©2019 20 ft

SEPTEMBER 7, 2019, SATURDAY MOTT THE LESSER

Driscoll Realty, Inc. hereby gives permission to Tributary Brewing Company to host it's 5th Anniversary Party at Post Office Square, 10 Shapleigh Road, Kittery on Saturday, September 7, 2019.

Tributary Brewing Company will monitor parking for this event.

Tributary Brewing Company will provided Driscoll Realty, Inc. with proper insurances required for any food vendors that may provide food for this event.

Tributary Brewing Company agrees to assume all responsibility for this event.

Debbie Driscoll
Property Manager
Driscoll Realty, Inc.
(207)439-7502