Town of Freeport, Maine

Fiscal Year 2015 Municipal Budget

Cover Photo Courtesy Town Staff

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TOWN OF FREEPORT, MAINE
FISCAL YEAR 2015
MUNICIPAL BUDGET

Town Councilors

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

Town Officials

Town Manager	Peter Joseph
Cable Television Director	Rick Simard
Codes Enforcement Officer	Fred Reeder
Finance Director	Abbe Yacoben
Fire and Rescue Chief	Darrel Fournier
General Assistance Director	Johanna Hanselman
Harbormaster	Jay Pinkham
Human Resources Director	Judy Hawley
Library Director	Beth Edmonds
Planning Director	Donna Larson
Police Chief	Jerry Schofield
Town Engineer, Public Works and Solid Waste	Albert Presgraves
Town Assessor	Robert Konczal
Town Clerk and Registrar of Voters	Tracey Stevens
Winslow Park Manager	Neil Lyman

Photo Courtesy Town Staff

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Town of Freeport

Maine

For the Fiscal Year Beginning

July 1, 2013

Executive Director

TOWN OF FREEPORT, MAINE
MUNICIPAL BUDGET FY 2015
TABLE OF CONTENTS

TOPIC	PAGE NUMBER
Please enjoy the electronic bookmarks at the left of this document.	
Demographics-A Brief History of the Town (Includes Bibliography)	7
Freeport's Form of Government	11
Staffing Chart and Levels	12
Budget-in-Brief	14
Transmittal Letter (Includes Status Update for Final Budget and Subsequent Update on State Budget)	15
Update on the Budget After Adoption	31
2014 Council Goals and Impacts on the Budget Process	32
Town Financial Policies and Impacts on the Budget Process	34
FY 2015 Capital, TIF, and Operating Budget Process	37
Description of the Funds Appropriated and Those Not Budgeted	39
FY 2015 Budget All Funds (Including Historic Information)	41
Fund Balance Projections	43
Description of Major Revenues and Historic Information	44
General Fund	49
Budget Detail-Includes Fund Balance Projection	50
Budget Summary-Includes Fund Balance Projection	50
Departmental Messages	51-77
Summary of Each Department	51-77
Accomplishments from 2012 and 2013	51-77
Goals for FY 2015	51-77
Performance Measures	51-77
Departmental Budgets	51-77
Winslow Park Special Revenue Fund	78
Destination Freeport TIF Special Revenue Fund	84
Non-Emergency Transport Enterprise Fund	89
Capital Planning Process and Budget	93
The Town's Reserve Funds and Their Relation to the Capital Plan	119
Debt Limits and Outstanding Debt	120
Glossary of Terms	122
Appendix A-Town Policies-Fund Balance Policy	127
Appendix A-Town Policies-Investment Policy	129
Appendix A-Town Policies Town Reserve Policy	140
Appendix A-Town Policies-Tax Rate Stabilization Policy	141
Line-by-Line Budget Detail-General Fund	142
Line-by-Line Budget Detail-Capital Budget and Plan	191
Line-by-Line Budget Detail-Destination Freeport TIF Fund	202
Line-by-Line Budget Detail-Winslow Park Fund	203
Line-by-Line Budget Detail-Non-Emergency Transport Fund	205

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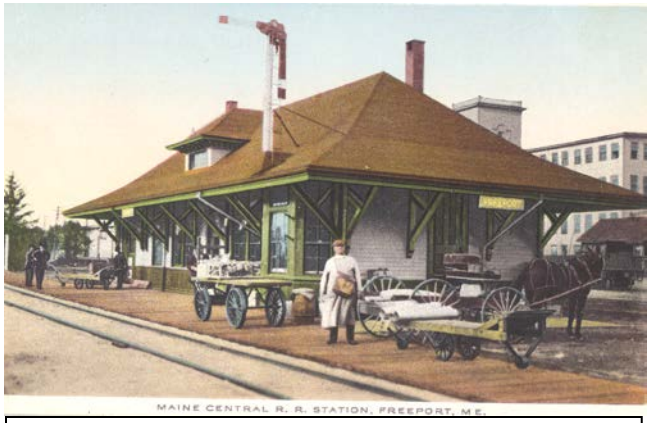
The Town of Freeport-A Brief History and Community Overview

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



Shown is the depot for the Maine Central Railroad. The building was constructed in 1911 and later relocated to Boothbay.
Photo Courtesy of the Freeport Historical Society

Today, Freeport serves as a retail and commercial hub of Southern Midcoast Maine. In 1911, Leon Leonwood Bean began making the now famous "Bean Boots" of rubber sole and leather upper materials. Costing just $3.50 per pair, these were first tailored to hunters, but became so popular they are still in production and commonly worn today.[2] In fact, shoe manufacturing was a large portion of Freeport's business from the late 1800s through the mid-1960s; at the height of Freeport's manufacturing era, the Town was home to eight shoe factories which employed more than 1,000 workers. During that time, Freeport's downtown included several grocery, clothing, and shoe stores as well as a bank, restaurants, a movie theater, a bowling alley, gas stations, and many other shops.[3]

While things have changed since the 1800s, Freeport continues to have a vibrant downtown which attracts millions of tourists each summer and many thriving businesses. There has been residential growth outside the downtown, but has not been immune to the national economic downturn. For example, at the height of residential growth in 2005, the Town issued 85 building permits for either new and/or replacement dwelling units. Fiscal year 2010 was the Town's lowest permitting year over the past decade, with only 28 permits. Staff has seen that number begin to rebound with 51 permits for new and/or replacement dwelling units in fiscal year 2013; this was very close to our average of 53.86 permits per year.

In the spring of 2011, the Town Council approved an expenditure of up to $2.3 million from fund balance for the construction of

Shown above is the new Hunter Road Field House which was completed in spring 2013.
Photo Courtesy Town staff

[1] (Freeport Historical Society 1996, Introduction Page)
[2] (Freeport Historical Society 1996, Page 48)
[3] (Bonney 2009)

athletic fields on Hunter Road in the Western section of Town. The new construction is complete, and includes 19 acres of playing fields (four multi-use and three baseball/softball) and 15 acres of trails that will connect the Hunter Road Fields to the Hedgehog Mountain trails. In addition, a 1,600 square foot field house was constructed and opened for use in 2013. As of July 2013, over 400 youth from 30 teams have played 150 games at the facility. Users include many local schools, little league teams and some soccer clubs.

Shoppers visiting Freeport Village Station on a summer day.
Photo Courtesy of Berenson Associates

In April of 2009, Berenson Associates in partnership with L.L. Bean, opened a 550 car parking garage and 118,000 sq ft of new retail and restaurant space. It also includes the six screen Nordica Theatre which has 700 seats along with the newest high-definition 3-D technology. The development has continued to see increase occupancy since its opening, and as of April, 2013 when Old Navy Outlet store opened, the complex was 100 percent occupied. While information regarding lease rates is not public information, Berenson Associates reports that lease rates have been competitive with local rates.

The total project including the parking garage and retail space cost approximately $45 million. The Town has entered into a TIF credit enhancement agreement with the developer to assist with a maximum of $17.5 million over 20 years toward the public parking garage portion of the development.

Fall 2013 inagural run of the Downeaster to Freeport
Photo Courtesy Town Staff

The Northern New England Passenger Rail Authority received a $35 million federal ARRA (American Recovery and Reinvestment Act) grant for the construction of the Downeaster passenger rail infrastructure from Brunswick to Portland with a stop in Freeport for service which began on November 1st, 2012. The project also included a train platform on Depot Street, which the Town maintains. The Town of Freeport maintains a small visitor's center near the new platform. Since the train began traveling to Freeport, ridership has been impressive, with 16,476 riders during calendar year 2013. During the same period, 9,047 people stopped in at the visitor's center.

As a result of the new train service in Freeport, the town added warning lights and gates to all of its grade crossings. Although standard practice is for a train to sound its horn when approaching the crossings, after lengthy discussion with the Council and Community, the Town of Freeport has officially implemented quiet zones at all of the Town's eight crossings.

New commercial construction remained slow with only four new permits being issued in fiscal year 2013; the average is eight per year. The Maine Beer Company opened up a large 6,000 square foot brewing facility on Route 1 South; this adds to the growing number of specialty

foods producers in Freeport. The Town is proud of this new light-manufacturing niche. At the start of fiscal year 2014, construction began on a new 2,800 square foot building which will be used by Hughes Inc (arborist). Construction also began on a multi-unit residential project on West Street for Habitat for Humanity which will result in the creation of additional affordable housing units just outside of the village.

Freeport remains a highly sought-after location for businesses. The Freeport Village commercial vacancy rate remains below the rest of Southern Maine. In 2013, the village vacancy rate dropped from 7.8% to 6.2%. Retail sales tax figures show that as the economy continues to improve, retail sales in Freeport increase faster than in Cumberland County or in the State of Maine as a whole. This is a reflection of Freeport's position as the premiere shopping destination in Maine. Other sectors have benefitted from the economic recovery in 2013; in the third quarter, the restaurant and lodging businesses in Freeport reported $21.53 million in taxable sales, which exceeds pre-recession figures.

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

Town of Freeport
Top Ten Taxpayers Breakdown
As of April 1, 2013

#	Taxpayer	Real Estate	Personal Prop.	Total Valuation	0.01585 Tax	% of levy
1	BEAN L L INC	140,727,900	15,962,889	156,690,789	2,483,549	11.34
2	BERENSON ASSOCIATES INC	32,470,300	99,000	32,569,300	516,223	2.36
3	HARRASEEKET INN INC	7,709,900	749,397	8,459,297	134,080	0.61
4	DOVER PROPERTIES LLC	7,663,200	591,365	8,254,565	130,835	0.60
5	W/S FREEPORT BB LLC	8,083,300	-	8,083,300	128,120	0.58
6	HOLDEN BLOCK REALTY TRUST	6,662,700	-	6,662,700	105,604	0.48
7	CENTRAL MAINE POWER CO	6,490,000	-	6,490,000	102,867	0.47
8	SHULPORT LLC ET AL	5,423,800	-	5,423,800	85,967	0.39
9	CAMPLIN/MARINO PROPERTIES	5,103,400	-	5,103,400	80,889	0.37
10	FREEPORT CONVALESCENT CTR REA	4,225,600	497,930	4,723,530	74,868	0.34

Total valuation of Top Ten	$	242,460,681
Total taxes of Top Ten @15.85 per thousand	$	3,843,002
Total Town taxable valuation	$	1,382,056,464
Percentage of valuation carried by Top Ten		17.5%

Source: Town of Freeport Assessing Data

Current Statistics

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

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

	Freeport		National
	Amount	**Percentage**	**Average**
Total Population	7,879	N/A	N/A
Median Age	44.6	N/A	37.30
Average Household Size	2.4	N/A	2.64
Total Housing Units	3,690	N/A	114,991,725
Owner-occupied Housing Units	2,693	77.70%	65.10%
Renter-occupied Housing Units	773	22.30%	34.90%
Vacant Housing Units	420	10.80%	N/A
High School Graduate or Higher (Population 25 and Over)	5,483	95.00%	85.90%
Bachelor's Degree or Higher	2,588	45.00%	28.50%
In Labor Force (Population 16 Years and Over)	4,345	69.90%	64.00%
Mean Travel Time to Work in Minutes (Workers 16 Years and Older)	23.3	N/A	25.50
Median Household Income in 2011 Dollars	$ 63,564	N/A	$ 50,502
Mean Household Income in 2011 Dollars	$ 84,688	N/A	N/A
Per Capita Income	$ 37,473	N/A	$ 26,708
Management, business, science, and arts occupations	2,081	49.20%	39.50%
Service Occupations	511	12.10%	21.70%
Sales and Office Occupations	1,130	26.70%	32.20%
Natural Resources, Construction, and Maintenance Occupations	254	6.00%	0.90%
Production, Transportation, and Material Moving Occupations	255	6.00%	5.70%

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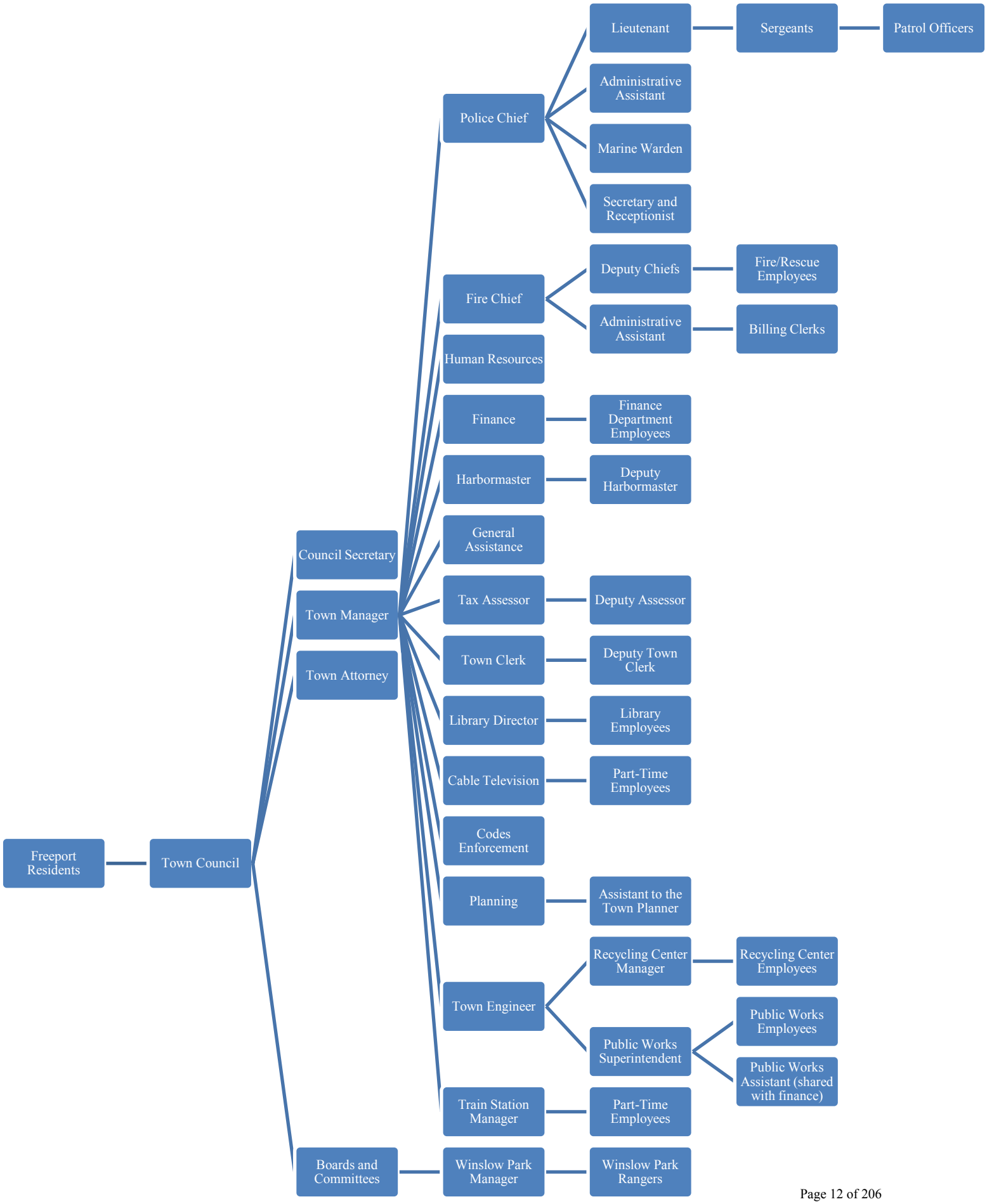
U.S. Census Bureau. "U.S. Census Bureau American FactFinder." www.factfinder.census.gov.

[4] (U.S. Census Bureau)

Form of Government

The Town was given a Charter in 1976, and went from a selectman/town meeting form of government to a Council/Manager form. The Town is very fortunate, and has only had three managers since the change 35 years ago; one of those managers remained in Freeport for 30 years. The Town has seven councilors, with four coming from one of each of the Town's four voting districts and three being elected "at large" from throughout the community. Each year, the Council elects a Chairperson, and while the Chairperson presides over the meetings, all councilors have the same legislative authority. The Council's role is to set policy, and the Town Manager ensures that these policies are implemented and followed. The Town currently employs approximately 68 full-time employees and 75+ part-time and seasonal employees throughout the year. A town-wide organization chart is located on the following page, and detailed staffing levels by department are located on the following page.

Town of Freeport Organizational Chart FY 2015



Town of Freeport
Historic Staffing Levels-Five-Year Comparison

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015 Full-Time	FY 2015 Part-Time
Town Manager	1.10	1.10	1.00	1.50	1.00	1.00	
General Administration	1.15	1.15	1.15	1.15	1.15	1.00	0.15
Finance Department	4.12	4.12	4.12	4.20	4.25	4.32	
Assessing	2.00	2.00	2.00	2.00	2.00	2.00	
Town Clerk	1.67	1.67	1.80	1.80	1.75	1.75	
Train Station	N/A	N/A	N/A	2.07	2.07		2.07
General Assistance	1.00	1.00	1.00	1.00	1.00	1.00	
Community Library	8.55	8.05	7.80	8.80	9.60	7.50	1.81
Planning and Codes	3.00	3.00	3.00	3.00	3.00	3.00	
Cable Television	1.30	1.30	1.30	1.30	1.30	1.00	0.51
Fire Department	6.30	6.30	6.30	8.30	8.30	3.00	6.76
Rescue Department	5.20	5.20	5.20	5.20	5.20	3.00	2.16
Police Department*	14.00	14.00	14.00	13.20	14.00	15.00	
Police Reception**	4.40	4.40	0.75	1.00	1.00	0.50	0.40
Marine Warden/Special Enforcement	1.00	1.00	1.00	1.00	1.00	1.00	
Coastal Waters Commission/Harbormast	1.15	1.15	1.15	1.15	1.15	1.00	0.24
Public Works	11.00	11.00	11.00	10.50	11.68	11.68	
Town Engineer	1.00	1.00	1.00	1.00	1.00	1.00	
Municipal Building Maintenance	1.60	1.60	1.60	1.60	1.60	1.50	
Solid Waste and Recycling	2.80	2.80	2.80	2.80	2.80	2.68	
Winslow Park	4.50	4.50	4.50	4.50	4.50	1.00	3.50
Non-Emergency Transport	11.00	11.00	11.00	11.00	11.00	2.50	8.56
Totals	87.84	87.34	83.47	88.07	90.35	66.43	26.16

***During the FY 2015 budget process, the Town Council voted to add one full-time officer in order to reduce future overtime costs. The overtime line item was only reduced by $4,000 during FY 2015 due to training costs of a new officer, but costs will be reduced by $38,000 in FY 2016 and subsequent years.**

****It is also notable that the police reception line does not include the dispatch services received from Brunswick.**

Please note that staffing levels indicated are shown in a full-time equivalent (FTE) which does not take into account the actual number of employees, but rather the total employee hours budgeted for that department and how many full-time employees that would equal.

Budget-in-Brief-Town of Freeport
July 1, 2014-June 30, 2015

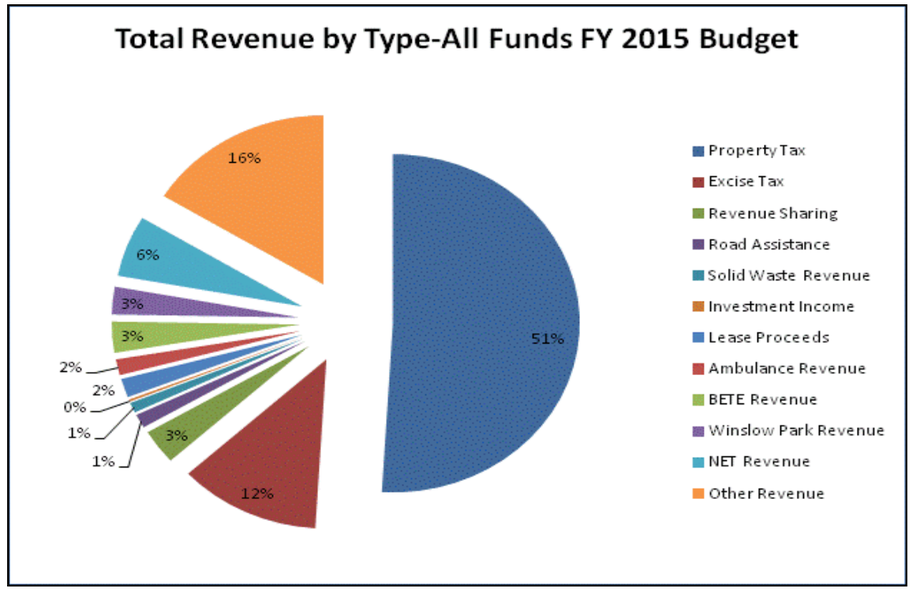
Town of Freeport All Funds Subject to Appropriation Projected Fund Balance

	General Fund	Winslow Park	Destination TIF Fund	NET Fund	Capital Projects Fund	Total All Funds Subject to Appropriation
06/30/2014 Unaudited Fund Balance	5,418,820	419,230	174,341	244,564	2,568,698	8,825,653
Revenues						
Taxes	22,279,825		281,350			22,561,175
Licenses, Permits, and Fees	231,240					231,240
Intergovernmental	1,050,375					1,050,375
Charges for Service	183,500	260,230		572,019		1,015,749
Fees and Fines	94,400					94,400
Unclassified	29,150				511,500	540,650
Investment Earnings	20,000					20,000
Total Revenues	23,888,490	260,230	281,350	572,019	511,500	25,513,589
Expenditures						
General Government	2,017,967					2,017,967
Public Safety	2,426,200			522,019		2,948,219
Public Works	2,254,690					2,254,690
Community Services	583,760	260,230				843,990
Education	15,076,758					15,076,758
Insurance and Fringe Benefits	1,525,180					1,525,180
Unclassified	879,073		247,000			1,126,073
Capital Outlay	-				2,240,500	2,240,500
Debt Service	184,862					184,862
Total Expenditures	24,948,490	260,230	247,000	522,019	2,240,500	28,218,239
Other Financing Sources/(Uses)	1,060,000			(50,000)	1,729,000	2,739,000
Change in Fund Balance	-	-	34,350	-	-	34,350
06/30/2015 Projected Ending Fund Balance	5,418,820	419,230	208,691	244,564	2,568,698	8,860,003

The Destination Freeport Tax-Increment Financing District includes the downtown Village area, and generates $280,000 in annual tax revenue to support economic development and downtown infrastructure projects. During FY 2015, the fund will support economic development via the Freeport Economic Development Corporation in the amount of $95,000, improve two sidewalks in the downtown, pave the free public parking lot at the train station, and funds from the Destination Freeport TIF will ensure that the downtown is clean and litter-free.

The Winslow Park Special Revenue Fund includes $256,000 in annual park entrance and camping fees. The Winslow Park Commission has made a FY 2014 priority of upgrading the bath house facilities to improve ventilation and install energy-efficient lighting. The Park has just completed a large-scale erosion control and subsequent staircase reconstruction project in order that the Park will be as beautiful as it is today for decades to come. The FY 2015 budget is a maintenance budget. The Park's website and campground reservations can be found at www.freeportmaine.com under the Winslow Park link.

The Non-Emergency Transport Fund allows residents who do not have an emergency but need transportation to a doctor's appointment or medical procedure to be transported via Freeport ambulance. The fund generates approximately $570,000 in income annually. The fund is supported by insurance company payments for the service and revenue generated by emergency billing services for other towns.



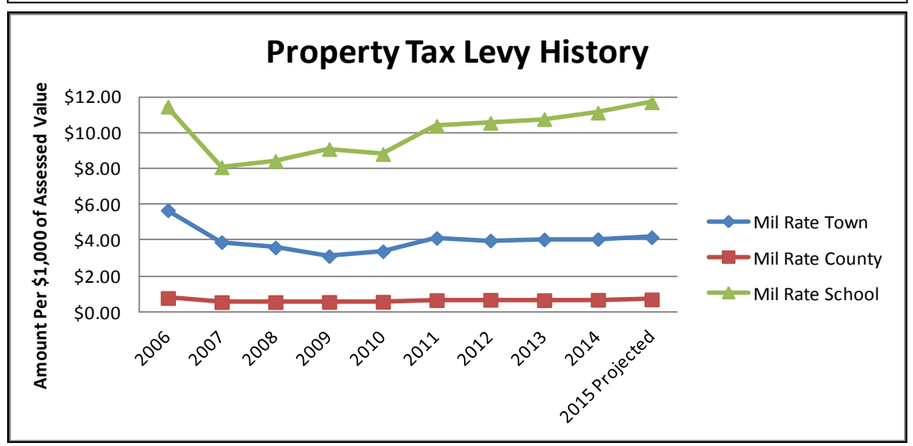
The General Fund-Total Budget $8,963,653

Highlights: ten-cent tax increase

On the Town's median value $221,500 home, this increase will be approximately $22.15 per year in cost for municipal services. Municipal services are projected to cost the average taxpayer $921 annually.

This budget includes all police, fire, rescue, public works, overlay paving, general assistance, library (including a new Statewide inter-library loan system), community cable television, voters services,

The Capital Projects Fund includes almost $2.5 million in non-routine purchases or infrastructure improvements costing more than $5,000. The plan is funded by the Town's reserve funds and includes such items as reconstruction of 2.49 miles of Wardtown Road with three-foot shoulders, a new rescue unit, four new self-contained breathing apparatus, computer upgrades, among many other items. The five-year capital program was adopted on April 15rd, 2014, and the first-year appropriation will be made on June 17th, 2014. This full budget can be viewed online at www.freeportmaine.com under the finance department budget section.



To: Honorable Town Councilors
From Peter Joseph, Town Manager
Abbe Yacoben, Finance Director
Re: FY 2015 Operating Budgets Transmittal Letter
Date: April 15, 2014

We are pleased to present the FY 2014-2015 budgets for the Town of Freeport's general operating fund, Winslow Park fund, non-emergency transport fund, and the capital and Destination Freeport tax increment financing funds. FY 2015 w ill bring several challenges including lost revenue from the State of Maine and continued low interest earnings, but also some positives, such as the elimination of assessments from waste disposal facility ecomaine. Staff proposes to make three structural changes to the budget which are notable but will not have a large impact on either the operating or the capital budgets; for example, police cruisers have historically been purchased through the Town's general fund operating budget. The FY 2015 budget includes the replacement of two cruisers in the capital program, which the Council has previously discussed. The cruisers and their associated equipment (totaling $35,000 each) meet the threshold for a capital purchase (more than $5,000 with a useful life of more than one year). The Fire and Rescue Departments historically have purchased their protective clothing from the capital funds; these items cost between $600 and $900, and do not meet the standard for a capital purchase. They total $22,000 ($15,000 for the fire and $7,000 for the rescue), and have both been moved to the operating budget. While this does not cause a large change in either budget, it is noteworthy.

While we do not have a final valuation report from the Town's assessor, nor final tax requirement figures from Regional School Unit #5 nor is the Town's budget final, we do have preliminary tax figures from all three taxing bodies:

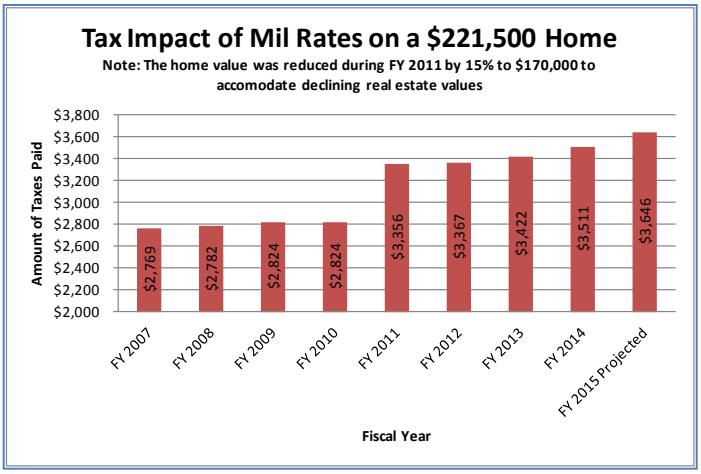
Town of Freeport Proposed Tax Changes FY 2015

Entity	FY 2014 Tax Amount	FY 2015 Projected Tax Amount	Projected Mil Rate Impact	$ Increase	% Increase
Cumberland County	$ 858,284	$ 879,079	$ 0.0154	$ 20,795	2.42%
RSU #5	$ 14,294,054	$ 15,006,587	$ 0.5278	$ 712,533	4.98%
Town of Freeport	$ 4,851,708	$ 4,951,194	$ 0.0737	$ 99,486	2.05%
Total Tax	$ 20,004,046	$ 20,836,860	$ 0.6169	$ 832,814	4.16%
Mil Rate Impact	**0.000616899**	**61 cents per $1,000 of value**			

The current millage rate, or property tax rate per $1,000 of assessed valuation, is $15.85; the Town is proposing a seven cent-per-thousand dollars of valuation increase. The RSU #5 Board of Directors is proposing a 53 cent-per-thousand dollars of valuation increase, and the Cumberland County tax levy (which has been finalized) increase will include a one and-one-half cent increase. While that is a total of 61 cents-per-thousand dollars of valuation, the Town's portion only represents seven cents, or less than a two percent tax increase from FY 2014. (The Town's FY 2014 tax increase was two cents-per-thousand dollars of valuation.)

It is important to include an historic picture of the Town's tax rate so the reader can see the historic trends in the rate. Please note that during 2007, the Town conducted a full-scale revaluation; the mil rate dropped from $17.90 to $12.50. In FY 2011, the Town's assessor recognized that values had declined due to the real estate recession, and reduced all values for real property by 15 percent. The Town, RSU, and County all had the same service-level needs, and when the valuations declined, the mil rate increased to compensate for the lower values. This is the reason the mil rate increased from $12.75 to $15.15 between FY 2010 and FY 2011.

Ten-Year Mil Rate History			Impact on
Fiscal Year	Mil Rate		$221,500 Home
FY 2004	$	18.10	$ 4,009
FY 2005	$	18.10	$ 4,009
FY 2006	$	17.90	$ 3,965
FY 2007	$	12.50	$ 2,769
FY 2008	$	12.56	$ 2,782
FY 2009	$	12.75	$ 2,824
FY 2010	$	12.75	$ 2,824
FY 2011	$	15.15	$ 3,356
FY 2012	$	15.20	$ 3,367
FY 2013	$	15.45	$ 3,422
FY 2014	$	15.85	$ 3,511
FY 2015 Projected	$	16.46	$ 3,646



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

This has been a particularly challenging process, for the general fund in particular; the Council's budgetary goals and priorities for 2014 including the budget are as follows:

- Develop and approve municipal operating and capital budgets that plan for, to the greatest extent possible, any reductions in municipal revenue sharing.
- Prioritize, evaluate and control expenditures with responsible budgeting to minimize the impact on taxpayers and strive to maintain a stable tax rate, while

continuing to provide the highest quality of services possible within the resources available.

While the past few budget years have been difficult, and this year was no exception, the FY 2015 budget includes a drop in the Town's ecomaine assessment from $102,000 in FY 2014 to $0 in FY 2015. It is notable that ecomaine has paid off its long-term debt during the past two fiscal years, and its board of directors has eliminated assessments. While this shows a great commitment to the communities ecomaine serves, there is an new "recycling volatility" expenditure line item in the Solid Waste/Recycling Department (0404) of $20,000. Beginning in FY 2015, ecomaine will no longer be able to absorb the volatile recycling "spot market" prices for recycled material, and will begin passing those along to the communities that use ecomaine for their trash and recycling disposal facility. Freeport has been visionary in that the Solid Waste/Recycling Department sells much of its own recycling directly into the market, and while the Town is likely to "break even" on the recycling spot market (in some years, the Town may receive a check from ecomaine if the market is particularly high), it is prudent to recognize that during some years recycling is likely to cost the Town more than in other years.

It is very notable that the Greater Freeport Chamber of Commerce, which was formed in 2010, has received up to $48,000 annually in subsidy and start-up money from the Town's Destination Freeport TIF fund, the Chamber is simply requesting that the Town be a member. That is great progress from 2010-2014, and the Council will see the Chamber dues of $1,000 in the Promotions budget (org 0601).

The Freeport Community Library director has been working with the Council over the past fiscal year to inform and prepare Councilors for the implementation of the Statewide inter-library loan program MINERVA (Mapping the Internet Electronic Virtual Archive); this will cost additional staff and technology fees of approximately $21,500, but will greatly improve service to the community residents. MINERVA will allow patrons to request books from 60 libraries and the university system, Colby, Bates and Bowdoin colleges as well as University of New England. Patrons at home will be able to request books through the library's website and when they arrive at the library through the van delivery, patrons can retrieve them at the library in Freeport.

One large challenge which is addressed in the Council's FY 2014 and FY 2015 goals is the loss of State revenue sharing. Revenue sharing is comprised of sales and income taxes received from all over the State, and at its height in FY 2008, the Town received almost $700,000 in revenue sharing. The FY 2015 projection is $325,000. The Town has historically budgeted a $500,000 transfer in from fund balance to offset the tax rate, and in FY 2014 this was increased to $640,000; the FY 2015 budget includes a $675,000 transfer in from fund balance.

The non-emergency transport fund has historically had a declining fund balance, and during the FY 2013 budget discussions, Fire and Rescue Department staff had the creative idea of generating additional revenue to support the program by successfully bidding on other Towns' emergency rescue billing contracts. This was expected to generate $45,000 in fees, but generated more than $80,000 in fees due to successful bidding on new billing contracts. This is a positive for the non-emergency transport fund, and while it is offset by the salaries and benefits of the clerks in the department who perform the billing, the fund's net position is not expected to decline during FY 2015.

The Town's proposed budget includes a two percent property tax increase, but the budget in total is down by $52,000. The $100,000 in property tax levy increase is due to items being funded by property taxes in FY 2015 that had not historically been funded by taxes. The budget decline is mainly due to the $100,000 decline in transfers in from impact fees for paving plus that corresponding expenditure of $100,000 in paving in the summer roads Public Works Department (0401). As readers may recall, the Hunter Road playing fields became a part of the Town's general fund during FY 2014; the FY 2014 budget included a $34,000 transfer from excess funds in the capital projects fund underspending the maintenance on the fields in the prior year. The FY 2015 budget does not include this transfer as there are no more funds in the capital projects fund for field maintenance. In addition, the FY 2014 budget included a $17,784 to the general fund from the library's donation account to fund a part-time librarian. These funds are not included in the FY 2015 budget, as staff does not favor drawing the donations account down entirely. There are certain revenues in the general fund that are no longer as they historically have been; for example, the FY 2014 budget included $6,500 in passport fees; the FY 2015 budget eliminates those fees as passports take an excessive amount of the library's staff time. The cable television franchise fees are only subsidizing the Cable Television Department by $55,000 during FY 2015; the FY 2014 included a very high $65,000 transfer in but the FY 2015 capital program is $32,000 which is almost double the size of the average cable television capital program. Staff believes it is prudent to decrease the general fund subsidy in order to allow for that large capital program, as the total cable franchise fees received are approximately $85,000 annually. Please see the next pages for more details on each of the funds to be appropriated.

The General Operating Fund

While the FY 2015 tax increase is budgeted at $100,000, the budget is actually less than the FY 2014 budget. Please see the historic Town of Freeport general fund budgets for the past five fiscal years.

Historic Town of Freeport Municipal Budget Comparison

Town of Freeport	Budget	$ Increase	% Increase
FY 2011	$8,439,961		
FY 2012	$8,465,864	$ 25,903	0.31%
FY 2013	$8,758,553	$ 292,689	3.46%
FY 2014	$8,978,235	$ 219,682	2.51%
FY 2015 Proposed	$8,926,159	$ (52,076)	-0.58%

Excluding the County Tax and RSU #5 Tax

As mentioned above, the FY 2015 general fund budget directive to department heads was to maintain the status quo. The exceptions to this are as follows:

Major Budget Changes-FY 2015 General Fund

Department	Budget Change	Reason	Budget Impact	Mil Rate Impact
Revenue	Revenue Sharing Decrease from FY 2014	State Budget Shortfall	$ 35,000	None-Use of FB
Revenue	Decrease in Investment Earnings	Market Rates	$ 15,000	$ 0.011111
All	Salary Increases at 1.8 Percent	Annual Increases	$ 65,000	$ 0.048148
Debt Service	Elimination of ecomaine Assessments	Debt Service Paid in Full	$ (102,000)	$ (0.075556)
Recycling	Introduction of the Recycling Volatility Expenditure	ecomaine Passing to Towns	$ 20,000	$ 0.014815
Shellfish Commission	Increase to Operating Budget	Habitat Restoration Efforts	$ 5,000	$ 0.003704
Fire Department	Step Plan	Employees Reclassified	$ 15,000	$ 0.011111
Library	Introduction of MINERVA Program	Improved Customer Service	$ 21,500	$ 0.015926
Library	Elimination of Transfer from Donation	Not Exhaust Resident Donations	$ 17,784	$ 0.013173
Traffic and Parking	Trailblazing Signs	Improve Signage	$ 5,000	$ 0.003704
All	Elimination of Passport Service	Exhaustive Staff Time	$ 6,500	$ 0.004815
		Total Major Budget Impacts	**$ 103,784**	**$ 0.050951**

It is notable that while the chart above includes items that are either mandatory (revenue sharing decrease, investment earnings, ecomaine assessments, etc.) or inevitable, there are two proposals from departments or committees that are not included in the budget but will be under consideration by the Council during the FY 2015 deliberation process. Historically, the Council's annual goals drive the manager's budget message. In the case of the past few years, one of the goals has been to maintain a stable tax rate. The manager has presented a maintenance budget, which does not include two proposals that introduce new staffing intended to be addressed separately by the Council. These specific proposals are as follows:

1. The Freeport Shellfish Commission has proposing the addition of approximately $90,000 for the creation of a new shellfish coordinator position. The Commission will be meeting with the Council on May 6th and perhaps during subsequent

meetings in order to justify the position and allow the Council to decide if the proposal should be incorporated into the budget. ***This proposal (should the Council approve) would add approximately 6.5 cents to the tax rate.***

2. The Fire and Rescue Department is proposing the addition of approximately $155,000 in wages and benefits to increase staffing by two full-time equivalent employees. These employees would ensure that there are four first-responders in the building at all times in order to respond to fire and rescue emergencies. It is expected that this proposal will be discussed in depth during the budget work session on May 20th, 2014. ***This proposal (should the Council approve) would add approximately 11.5 cents to the tax rate.***

Update on the New Items from the FY 2014 Budget

Hunter Road Recreation Facility and the Train Station and Visitor's Center

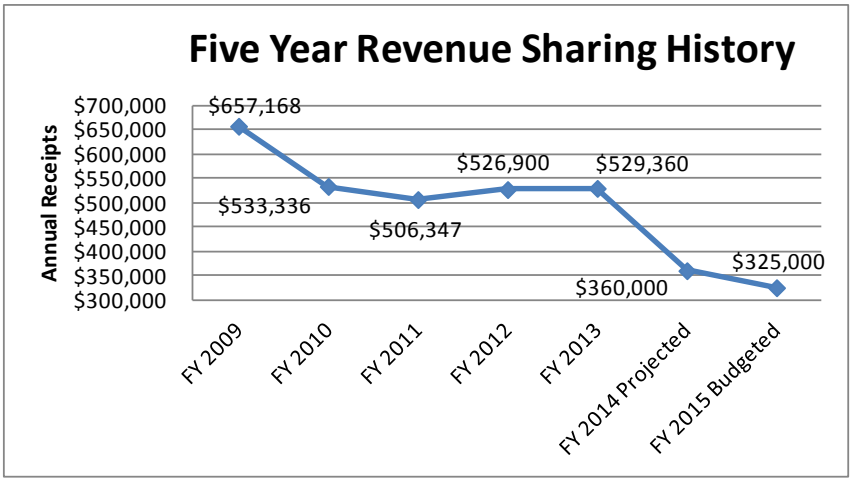
The FY 2014 Hunter Road Recreation Facility budget totaled $118,257; the FY 2015 budget totals $129,302. The majority of the increase is the increase of $15,000 in pest control funds; the Town engineer has reduced the contingency fund to $5,000 from $10,000, so the net impact to the budget is approximately $10,000. The facility generates a small number of fees from field usage; the FY 2014 projection is $5,000, and the FY 2015 budget is $3,500. Staff is being conservative, as these fees are very new and largely unpredictable.

The FY 2014 train station and visitor's center budget totaled $105,450; the FY 2015 budget totals $101,716. The majority of the decrease is due to a decrease in wages. Staff has a greater understanding of what is needed at the train station from the visitors in addition to the Northern New England Passenger Rail Authority's (NNEPRA) expectation of staff at the station. In addition, the FY 2014 budget included $10,500 in electricity; the majority of this was to heat the platform during the winter for effective snow removal. The actual cost of electricity including heating the platform is estimated at $7,000 for FY 2015. It is notable the while L.L. Bean owns the building in which the station is located, the Town leases the building for $1 per year, and sublets the upstairs to business development entity Freeport USA; Freeport USA pays 35 percent of utilities and approximately $2,000 in annual rent. The utility reimbursement is budgeted to be $2,500 and wall advertising is budgeted to be $4,800 during FY 2015.

State-Level, Market, and Other Significant Impacts on the FY 2015 Budget

State Revenue Sharing

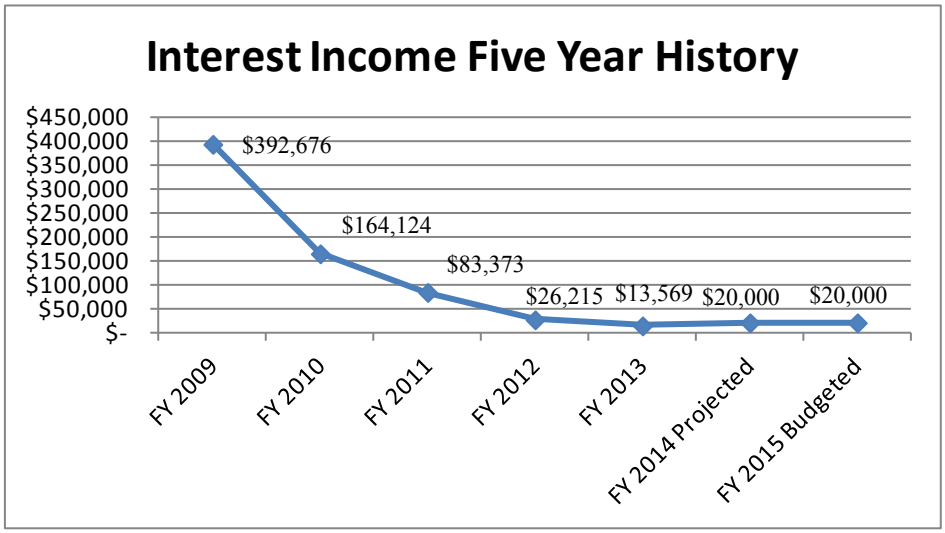
A large portion of the Town's general fund budget is revenue from the State of Maine, including State revenue sharing. Maine State Statute dictates that Towns are to receive five percent of the sales and income taxes received each year. These taxes are to be collected by



the State and distributed based upon a valuation and population formula. Historically, the Town has received approximately $650,000 annually, but in the past four years, sales and income taxes have declined due to the economic downturn, and in addition, for FY 2014 the State legislature reduced the revenue sharing distribution; Freeport's share declined to $360,000 and the FY 2015 budget shows a further reduction to $325,000. It is notable that the increase of $140,000 during FY 2014 and $175,000 during FY 2015 has been absorbed by the Town's annual transfer in from fund balance. During the FY 2016 budget process, staff will begin reducing that transfer in so as not to begin to rely too much on fund balance. A five year history of State Revenue Sharing is included here for comparison purposes.

Market Factors-Interest Income

In addition to the large declines in State revenues and cuts in welfare and the train station costs, the Town has been projecting significant declines in interest income. During FY 2009, the Town received $393,000 in interest income; the FY 2012 projection is $50,000, the FY 2013 budget is $50,000, the FY 2014 budget is $35,000 with a projection of $20,000, and the FY 2015 budget is $20,000. This decline is due to the economic downturn; interest rates in low-risk investments such as checking, savings, and certificate of deposit accounts have plummeted over the past four years. The Town's investment policy states that it invests its money (other than reserve and trust funds) in assets that preserve principal, cash-flow, and finally, give return. The Town's operating funds are invested in certificates of deposits and a nightly "sweep" account; the CDs are FDIC-insured and the "sweep" account is collateralized, and the majority of these investments are returning less than one percent of interest-per-year. A chart of the past five years' historic interest income receipts is listed here to illustrate the decline and impact on the general fund.



The Silver Lining-Elimination of the ecomaine Assessment

The Town is an owner community in regional waste facility ecomaine in nearby Portland. As mentioned above, ecomaine retired its long-term debt two years ago, and has sufficient reserves. Its board of directors (including a representative from Freeport) have decided to pass this reduction in costs along to the member communities. Assessments constituted $102,000 of the FY 2014 budget. It is notable, that the general fund budget includes $20,000 for recycling volatility charges from ecomaine, as while the waste facility has sufficient reserves and no debt at this time, ecomaine can not absorb all of the risk of the volatility in the recycling market. This risk is going to be passed along to the

communities, and Freeport's annual expenditure could reach $20,000. That can be seen in the solid waste/recycling budget (0404). It is notable that in future years, the Town might be paid for its recycling as well. Staff's intention is to transfer the amount the Town Council approves in the FY 2015 budget into a new reserve fund in the capital projects fund. (The reason staff is not proposing to create a new reserve fund in the reserve funds is that these are invested partially in equities, and that would not be appropriate for this fund.) On the basis of historical prices for recyclables, average payments from Freeport to ecomaine should equal average payments from ecomaine to Freeport. This new reserve fund is expected, over time, to be self-sustaining after its initial funding.

Summary-the Difference Between the Tax Rate and the Budgeted Amount

During budget season each year, staff attempts to differentiate between increases or decreases in budgeted amounts and tax amounts. The table below shows the budget amounts and then tax amounts from each of the three taxing bodies in Freeport (Cumberland County, RSU #5, and the Town of Freeport) so the readers can understand this difference. Property tax revenue accounts for approximately half of the Town's general fund revenue, and as expenditures and revenues fluctuate, the property tax requirement to deliver services changes.

Town of Freeport Budget Recap FY 2014 vs FY 2015

	Budget Amount				Tax Amount			
Taxing Body	FY 2014	FY 2015	$ Increase	% Increase	FY 2014	FY 2015	$ Increase	% Increase
Cumberland County	$ 858,284	$ 879,079	$ 20,795	2.42%	$ 858,284	$ 879,079	$ 20,795	2.42%
Regional School Unit #5	$ 14,294,054	$ 15,006,587	$ 712,533	4.98%	$ 14,294,054	$ 15,006,587	$ 712,533	4.98%
Town of Freeport	$ 8,978,235	$ 8,926,159	$ (52,076)	-0.58%	$ 4,851,708	$ 4,951,194	$ 99,486	2.05%
		Total Increase	**$ 681,252**	**2.82%**		**Total Increase**	**$ 832,814**	**4.16%**

The Capital Projects Fund

In addition to the general fund's operating budget, the Town Council adopted the five-year capital program which is a planning document, and is expected to make the FY 2015 capital appropriations on June 17th at the same time as all other budgets. The FY 2015 capital improvement program is seen in summary here with four years of historic data for comparative purposes. ((It is notable that between calendar year 2011 and fiscal year 2013 (which began on July 1, 2012), the council changed the capital program and budget cycle to match the operating budgets and placed them on a fiscal year. There was no fiscal or calendar year 2012 capital program or appropriation.)) Specific projects and their impact on the operating budget (if applicable) are included in the capital budgeting section of this document.

Capital Improvements Program Five-Year History

Department	CY 2010	CY 2011	FY 2013	FY 2014	FY 2015
Police	$ -	$ 85,000	$ 50,000	$ 25,000	$ 86,000
Fire	$ 39,000	$ 14,000	$ 77,000	$ 15,000	$ 50,000
Rescue	$ -	$ 205,000	$ 174,000	$ 189,000	$ 214,000
Public Works	$ -	$ 170,000	$ 471,000	$ 289,000	$ 45,000
Solid Waste	$ -	$ 95,000	$ 90,000	$ 30,000	$ 12,000
Comprehensive Town Improvements	$ 97,500	$ 1,308,565	$ 614,900	$ 245,600	$ 1,590,000
Municipal Facilities	$ 95,000	$ 385,000	$ 266,000	$ 143,000	$ 191,500
Cable	$ 14,000	$ 84,000	$ 16,750	$ 19,000	$ 32,000
Other	$ 6,000	$ 29,000	$ 188,000	$ 101,000	$ 16,000
Destination Freeport TIF District	$ 256,365	$ 240,200	$ 315,000	$ 219,500	$ 202,000
Total	**$ 507,865**	**$ 2,615,765**	**$ 2,262,650**	**$ 1,276,100**	**$ 2,438,500**

The five-year capital program is a listing of all intended projects and equipment purchases during the next five fiscal years. It is not an appropriation; the Town's Charter requires the capital and operating budgets to be adopted at the same time. Those appropriations will occur on June 17th, 2014.

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

Town of Freeport Reserve Funds
Draft Reserve Balances 12/31/2013
For Funds Used in the Capital Planning Process

Police	$ 298,138
Fire	$ 901,167
Rescue	$ 610,977
Public Works	$ 730,101
Solid Waste	$ 152,507
Comprehensive Town Imp.	$ 2,090,728
Municipal Facilities (1)	$ 7 55,987
Cable	$ 473,044
Other (2)	$ 75,577

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

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

Note 3: Please note that the reserve balances do not include operating transfers out to the general fund for the FY 2014 budget or FY 2014 funding to reserves.

upcoming fiscal year, and that appropriation directs staff to transfer funds from the reserves into the capital projects fund for these upcoming projects. The Freeport Town Council has historically directed staff to produce "minimal tax increase" budgets, and this is one method of accomplishing that goal. The Town staff uses the balances as of the prior financial statements in order to "benchmark" whether or not there are sufficient funds to complete the upcoming projects, and informal unaudited fund balances to indicate the balances to the Council for budget deliberations. The December 31st, 2013 unaudited balances are shown just above.

Destination Freeport Tax Increment Financing District

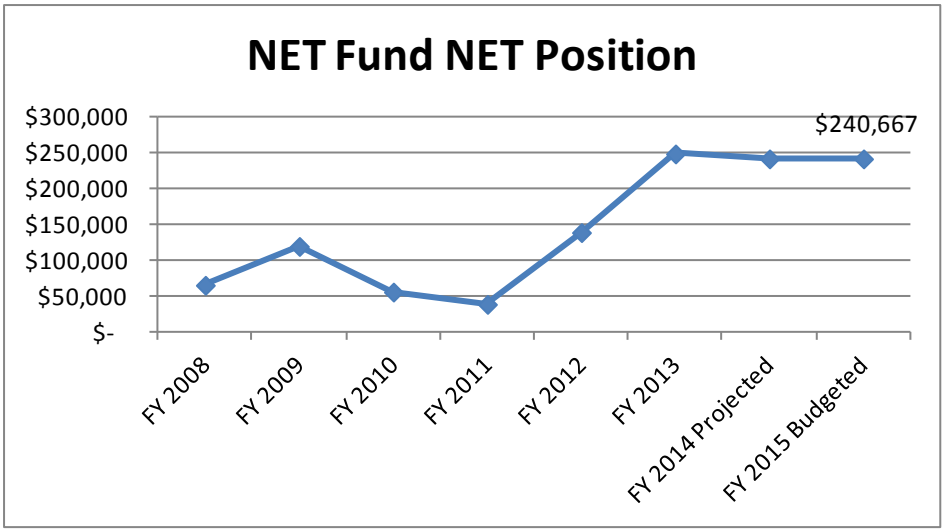
The Destination Freeport Tax Increment Financing Fund five-year capital program was adopted on Aptil 15th, 2014, and the FY 2015 budget is scheduled to be adopted on June 17th, 2014. Maine State Statutes allow for tax-increment financing districts. Currently, the Town has five active TIF districts, but only one has increment available for infrastructure and economic development expenditures. The Town Council amended the Destination Freeport TIF in 2011 to "capture" more value and generate approximately $25,000 more increment to support the Nordica Theatre development and support economic development efforts through the Freeport Economic Development Corporation (FEDC). In FY 2012, the Council increased the TIF's "cap", or value to which the tax rate is applied to generate an additional $90,000 in increment to support economic development efforts through the Freeport Economic Development Corporation (FEDC). The FY 2015 budget includes sidewalk improvements and parking lot paving in the downtown, downtown maintenance, mandatory credit enhancement agreement items, and economic development. These are detailed in the fund's section of this document.

Destination Freeport Historic Value and Tax Increment

Fiscal Year	TIF Cap	Mil Rate	TIF Increment
FY 2008	$ 11,415,100	$ 12.56	$ 143,374
FY 2009	$ 11,415,100	$ 12.75	$ 145,543
FY 2010	$ 11,415,100	$ 12.75	$ 145,543
FY 2011	$ 11,415,100	$ 15.15	$ 172,939
FY 2012	$ 17,000,000	$ 15.20	$ 258,400
FY 2013	$ 17,000,000	$ 15.45	$ 262,650
FY 2014	$ 17,000,000	$ 15.85	$ 267,750
FY 2015 Projected	$ 17,000,000	$ 16.46	$ 279,820

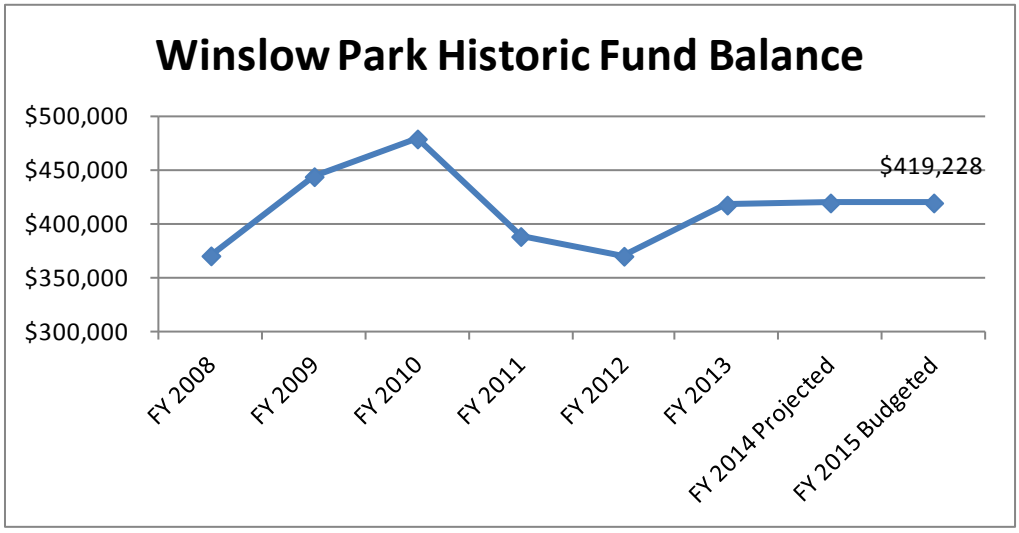
Non-Emergency Transport Fund

The Non-Emergency Transport (NET) fund is the Town's only enterprise fund; the program has been in operation for over ten years. The firefighter/paramedics are scheduled to perform non-emergency ambulance runs to the local hospitals for patients who are unable to transport themselves to appointments and procedures. The fund gained equity over the past fiscal year, and staff expects FY 2014 to be a stable year, when the fund neither loses nor gains. The current projection is for a $3,000 loss, but this may change as June 30th, 2014 approaches. The anticipated June 30th, 2014 fund equity is approximately $244,000. Historically, the NET fund transfers $45,000 to the general fund, in order to offset wages paid from the general fund for employees who conduct emergency and non-emergency transports. Due to declining fund equity in prior years, staff had stopped making this transfer. Staff has budgeted to make the $45,000 transfer again in FY 2014 due to the increase in fund balance and hopeful stabilization of the fund's finances, and due to normal increases in the cost of doing business, staff has increased the NET fund transfer to the general fund to $50,000 in the FY 2015 budget. The NET fund's historic net position is shown below. Net position is the term for fund balance used in enterprise funds. Enterprise funds are accounted for as a business, meaning that all assets and (if applicable) debt are accounted for in the fund. In the Town's other funds, only the resources available for payment of current goods and services and current liabilities are shown. Full accrual financial statements show all assets and liabilities of the fund, regardless of when they will be needed. Therefore, net position in a fund shown on the full accrual basis of accounting will not represent cash on-hand or liquidity, as it includes equipment, debt payable, or other long term receivables or payables that are not in cash form.



Winslow Park Fund

Winslow Park was donated by Adelaide Winslow Harb in 1953; one of the stipulations of the donation was that the revenue generated by the park's rental fees stay in a separate fund for accounting purposes. Winslow Park generates approximately $285,000 in revenue from park rentals, concessions, and other revenues. The fund maintains a healthy fund balance between $300,000 and $500,000 depending upon the required capital projects. During FY 2011 and FY 2012, the Winslow Park Commission spent approximately $185,000 and undertook a large erosion control project to ensure the long-term health and sustenance of the public beach. The Park is projected to gain approximately $2,000 in fund balance during FY 2014. The Winslow Park five-year fund balance trend is shown in the adjoining chart. The Park staff's goals and objectives for FY 2015 are included in that fund's section of this document.



Summary of the FY 2015 Budget

The FY 2015 budget was difficult to prepare, as the State's budget and pass-through revenues are declining each year while costs of doing business increase annually. However, these factors were mitigated by the elimination of $80,000 of the ecomaine assessment. As the budget stands as proposed, the tax increase is likely to be two percent on the municipal side, or approximately seven cents per $1,000 of valuation. The total budget as proposed by the County, RSU, and Town combined is 2.82 percent up from last year and the projected tax increase for all three entities is 4.16 percent, or 61 cents per $1,000 of value.

Town of Freeport Budget Recap

	Budget Amount				Tax Amount			
Taxing Body	FY 2014	FY 2015	$ Increase	% Increase	FY 2014	FY 2015	$ Increase	% Increase
Cumberland County	$ 858,284	$ 879,079	$ 20,795	2.42%	$ 858,284	$ 879,079	$ 20,795	2.42%
Regional School Unit #5	$ 14,294,054	$ 15,006,587	$ 712,533	4.98%	$ 14,294,054	$ 15,006,587	$ 712,533	4.98%
Town of Freeport	$ 8,978,235	$ 8,926,159	$ (52,076)	-0.58%	$ 4,851,708	$ 4,951,194	$ 99,486	2.05%
		Total Increase	**$ 681,252**	**2.82%**		**Total Increase**	**$ 832,814**	**4.16%**

While the upcoming year's budget is the subject of discussion, it is important to estimate where each budgeted fund will end up on June 30th, 2014. Certainly, these figures are subject to change based upon the next two and-a-half months, but the funds' projections are below.

The FY 2015 budget includes projections from the fiscal year ending June 30th, 2014. These projections are as follows:

FY 2014 Fund Balance Projections
Funds Subject to Appropriation

	6/30/2013	Projected		6/30/2014	$ Increase/	% Increase/
	Fund Balance	Revenues	Expenditures	Fund Balance	(Decrease)	(Decrease)
General Fund-Budgetary Basis	5,421,160	9,866,902	9,869,242	5,418,820	$ (2,340)	-0.04%
Destination Freeport TIF Fund	170,891	269,450	266,000	174,341	$ 3,450	2.02%
NET Fund	247,564	562,691	565,691	244,564	$ (3,000)	-1.21%
Winslow Park Fund	417,280	258,500	256,550	419,230	$ 1,950	0.47%

It is notable that the general fund's fund balance is projected to decrease by $2,300 during FY 2014. This is a preliminary estimate, and staff has taken a very conservative approach to department expenditures. If departments underspend their budgets (which they are directed to each year), the fund will show a surplus. Per Town policy, any fund balance above the one and-one-half minimum plus five percent allowed amount is either transferred to reserves if balances warrant funding, or can be used to offset taxes or conduct other projects as designated by the Town Council. Staff will report to the Town Council each year on the status of the general fund's fund balance after the financial statements are completed. During FY 2013 and FY 2014, all excess fund balance remained in the fund to offset State revenue sharing reductions. As of June 30th, 2013, the

Town had exceeded its policy by approximately $200,000. In addition, the next two years of proposed capital budgets include very costly items (fire truck and several road reconstructions) and several of the Town's reserves contain lower balances than the benchmarks of the sum of the five-year plan or 20 percent of the 20-year capital improvement plan. Staff will fund the reserves in order to achieve the proper levels if possible this year and will report back to the Council on this effort after the financial statements are completed.

The Destination Freeport TIF fund will receive approximately $270,000 in increment during FY 2015, and the proposed budget for the fund is only $266,000. It is expected that the fund balance in the Destination Freeport TIF will increase by that difference of approximately $3,450 during FY 2015, and the capital program includes $155,000 in capital improvements in the subsequent year.

The Non-Emergency Transport fund is projected to lose $3,000 in net assets during FY 2014, and staff is watching the fund closely. While $3,000 is not a large figure, it is always noteworthy when there is a decline in net assets. Staff will be working with the department, and watching the fund into FY 2015 for any changes that would cause the fund's net assets to deteriorate for a second year in-a-row and if necessary, report back to the Council on this.

The Winslow Park fund's fund balance is projected to increase $2,000 during FY 2014, and while the Park's budget is balanced for FY 2015, it is likely that the operations will realize an increase in fund balance now that many of the Park's capital projects are complete. This fund has historically generated surpluses each year, but during the past couple of years the Winslow Park Commission has conducted large-scale erosion control and other renovation projects in order to keep the Park beautiful to residents and visitors alike.

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

Public Sessions

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

May 14th from 5:00-6:00 PM: public Q&A with department heads in the Council chambers
May 15th from 7:30-8:30 AM: public Q&A with department heads in the Council chambers

To: Peter Joseph, Town Manager
From: Abbe Yacoben, Finance Director
Re: Update on the Town's FY 2015 Budget After Adoption
Date: July 2, 2014

As you know, the Council made several changes to the budget after adoption; I would like to summarize these as follows:

Changes to the FY 2015 Budget	
Addition of Police Officer	$ 56,500
Reduction of Overtime	$ (4,000)
Reduction of Shellfish Warden Boat Maintenance	$ (1,000)
Addition of Part-Time Shellfish Coordinator	$ 15,000
Total Changes to the FY 2015 Budget	$ 66,500

The approximate tax rate impact of these changes is an increase of five cents per $1,000 of valuation, or $11 additional to the owner of the average $221,500 home in Freeport.

The final impacts of all three budgets (Town, County, and RSU #5) are as follows:

Town of Freeport Budget Recap

	Budget Amount				Tax Amount			
Taxing Body	FY 2014	FY 2015	$ Increase	% Increase	FY 2014	FY 2015	$ Increase	% Increase
Cumberland County	$ 858,284	$ 879,079	$ 20,795	2.42%	$ 858,284	$ 879,079	$ 20,795	2.42%
Regional School Unit #5	$ 14,294,054	$ 15,076,758	$ 782,704	5.48%	$ 14,294,054	$ 15,076,758	$ 782,704	5.48%
Town of Freeport	$ 8,978,235	$ 8,965,659	$ (12,576)	-0.14%	$ 4,851,708	$ 4,990,694	$ 138,986	2.86%
		Total Increase	**$ 790,923**	**3.28%**		**Total Increase**	**$ 942,485**	**4.71%**

Town Council Goals and Their Impact on the Budgeting Process

Each December after the November election, the new Town Council sets annual goals. The Town Council periodically reviews these goals to ensure that they are achieved throughout the year. It is notable that while the goals cover a calendar year as that is consistent with the elections of new councilors, the financial items almost always correspond with the upcoming fiscal year. For example, the financial references in the 2014 goals below refer to the FY 2015 budget process. The Council's Calendar Year 2014 annual goals are listed below:

1. Operate cohesively as a group, promote intercommunication, information exchange, and collaboration on direction and process between Councilors while conducting Town business in an efficient manner and promoting transparency of Town government.
    - Update: This item does not have a specific budget component, but the Town Council has worked very hard to conduct a transparent yet efficient budget process. The budget is conducted over a two-month period, and while that may seem to be a short period of time, the Council has a public hearing, at least one workshop, and two informal sessions with staff in order to ensure that the public and Councilors have proper time to ask as many questions as they may have. In addition, the Town Manager announces that department heads are available for Council or public meetings at any time during the budget process.
2. Develop and approve municipal operating and capital budgets that plan for, to the greatest extent possible, any reductions in municipal revenue sharing.
    - Update: The Town Council did an excellent job of this; after the audited financial statements were available, Town staff presented the Council with an amount of approximately $200,000 over the Town's fund balance figure of one and-one-half months plus five percent. The Town Council agreed to leave those funds in the general fund's fund balance in order to offset revenue sharing cuts. The reader can see that the difference between the historic transfer into the general fund from fund balance has been $500,000. Over the past two years this has increased to $640,000 in FY 2014 and $675,000 in FY 2015. This is directly related to cuts in municipal revenue sharing.
3. Prioritize, evaluate and control expenditures with responsible budgeting to minimize the impact on taxpayers and strive to maintain a stable tax rate, while continuing to provide the highest quality of services possible within the resources available.
    - Update: Staff was directed during the FY 2015 budget process to present "maintenance" budgets, or operating budgets that included only current services and no new expenditures. The exception to this is the library's statewide interlibrary loan service MINERVA. The Library Director has been preparing the Town Council for the migration to the MINERVA system over the past fiscal year by attending Council meetings and updating the elected officials on the Statewide inter-library loan system, including how many volumes the Town will gain access to, how she will

pay for the new service, and other applicable new items associated with MINERVA.

4. Actively support and serve as a resource for the Withdrawal Committee and residents as the Town considers withdrawal from RSU 5.
    - Update: This does not have a direct budget component, but the Council has allowed $50,000 to be used for the Withdrawal Committee to complete its study. In December of 2013, the Town of Freeport held a referendum and a majority of the residents voted to form a committee to study the impacts (financial and programmatic) of withdrawing from Regional School Unit #5. Since July 1, 2009, the Towns of Freeport, Durham, and Pownal have been consolidated into a regional school unit, and this has caused some residents to have concerns of overcrowding and loss of local control over the tax rate or educational opportunities for children. Once the withdrawal negotiations are complete, the final agreement will go back to a referendum vote (tentatively scheduled for November, 2014), and the voters will ultimately decide whether to remain a part of RSU #5 or withdraw and create a municipal school department. The Council will complete a supplemental appropriation as stated in the Town's Charter Section 6.08. (Supplemental appropriations are discussed in the Basis of Budgeting section of this document as well.)
5. Reach out to residents to identify attainable action items for the Council to take in an effort to improve the quality of life for the residents of Freeport.
    - Update: One major example of this is the creation of an Active Living Task Force. This task force was created in the last fiscal year, and has a FY 2014 budget of $24,000 to study the impacts of different Town facilities that enable the public to use the Town's open spaces, trails, and other land in order to recreate and exercise here in Freeport. The FY 2015 item that would relate to the active living project is the $300,000 three-foot paved shoulder on Route 125/Wardtown Road. There has been much debate on this project, which includes reconstructing 2.49 miles of the road and paving from zero to five feet of shoulder space along the road. The reasonable compromise was a three-foot shoulder, as this is already in place in gravel form on Wardtown Road.
6. Assess the resources, readiness, and preparedness of the municipality to address extreme weather and catastrophic events.
    - Update: This item has not been directly been integrated into the budget process yet, but it is possible that the Council will have discussions over the upcoming months and request that staff integrate it into the FY 2016 budgeting process.

Town Financial Policies and How They Impact the Budget Process

The Town of Freeport is fortunate enough to have a very progressive and proactive set of policies; these have kept the Town in a strong financial position with a stable tax rate during tough economic times. The Town is very proud to be one of the only municipalities in the State to receive a rating upgrade from AA to AA+ from Standard and Poor's rating agency during its April, 2011 debt refunding rating, with one stated factor from rating analysts being sound fiscal policies. The Town's policies were reaffirmed during the summer of 2014 with a rating upgrade to AAA. That was very exciting!

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

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

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

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

Reserve Policy: The Town council passed a Reserve Account Policy in 1996, and it is revised from time-to-time to add a reserve fund. The reserves are listed specifically, and their funding sources are emergency rescue revenue in excess of the amount required to be used to offset operating fund costs, cable television franchise fees in excess of the budgeted annual transfer to offset the operating budget, parking fees, excess fund balance from the general fund, sale of equipment, lease proceeds, balances left in capital accounts, unanticipated revenues, amounts established in the annual operating budget, and interest earned by the investment account.

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

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

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

of one-and-one half months. The 2012 revisions to the investment policy include quarterly reporting of the Town's investments to the council and on the Town's website.

The Budget Process-the Schedule, the Funds, and How We Account for Each

Budget Process and Calendar

The Town's fiscal year begins on July 1st of each year, and the budget process begins by the Town Council setting goals during the prior December. The FY 2015 goals as set in January 2014 related to the budget were as follows:

Budget and Taxes

1. Develop and approve municipal operating and capital budgets that plan for, to the greatest extent possible, any reductions in municipal revenue sharing.

2. Prioritize, evaluate and control expenditures with responsible budgeting to minimize the impact on taxpayers and strive to maintain a stable tax rate, while continuing to provide the highest quality of services possible within the resources available.

This sets the tone for the Town Manager and department heads, and in the case of FY 2015, staff designed budgets based upon a directive of no discretionary expenditure increases. The exception to this is the library's entry into the statewide inter-library loan program MINERVA. The reason this new item is allowed into the Town's FY 2015 budget is that the Library Director informed the Council of this project during the FY 2014 budget process and has been educating Councilors on the new program and service over the past year in preparation for the FY 2015 budget. The normal method of introducing a new service or program to the Town Council and public is to first work with the subcommittee of three Councilors entitled the Facilities Committee. The Facilities Committee will meet with staff members and conduct interviews and research on the new program, and either recommend the program to the full Council, or ask for revisions.

It is notable that during the FY 2015 deliberations process, the department heads continued to have goals and objectives, but many had no (or minimal) impact on the general fund or tax rate. For example, the Assessing Department is conducting a revaluation of properties. This is done in-house with the assistance of an intern and paid for from a reserve account that has been accumulated for the revaluation purpose. The Finance Department is working with the Town's main depository bank on an anti-fraud system. That takes staff time, but no other financial resources. The Clerk's Office is working on data "clean-up" in the voter registration system and improving their website. The Planning Department is working very hard with a volunteer committee of citizens on exploring the possibility of expanding natural gas service to the residential neighborhoods. The General Assistance Director is working on energy conservation methods for low-income residents through a Federal Community Development Block Grant process.

The Town's budget schedule is unique in that the process is not long in duration, but there are many different ways for the public to address the Council and staff. For example, during the capital budget and planning processes there is a Council workshop in addition to a public hearing. The operating budget schedule is a bit different; the budget is introduced by staff, and there is a public hearing and workshop, but there are also two public sessions (one in the morning and the other in the evening) during which the public can meet with any department head they wish and ask any questions regarding the budget that they may have in an informal setting. There are no television

cameras as there are at Council meetings, and the intention is that the setting be more comfortable for residents. In the spirit of an "open door" policy, staff always announces at the beginning of the budget process that staff is available for individual councilor and public member meetings, and introduces how those meetings are made. In addition, there is always public comment at each Council meeting, occasional public questions are addressed during workshops, and the public hearing is always well-attended. It is notable that all Council meetings are televised on cable television in addition to streaming live on the internet and captured on Video-on-Demand for subsequent viewings.

FY 2015 Budget Schedule

		Council Action Required
Thursday, February 27, 2014	Manager Transmits 5-Year Capital Program to Council	None
Tuesday, March 04, 2014	Manager Presents 5-Year Capital Program During Council Meeting	None
Tuesday, March 04, 2014	Council Sets Public Hearing for April 1	Set Public Hearing and Advertise
Tuesday, March 18, 2014	Council Workshop on 5-Year Capital Program	None
Tuesday, April 01, 2014	Public Hearing on Capital Program	None
Tuesday, April 15, 2014	Adoption of the 5-Year Capital Program	Resolution Made by Council
Thursday, May 01, 2014	Manager Transmits Operating, Capital and TIF Budget to Council	None
Tuesday, May 06, 2014	Manager Presents Operating, Capital and TIF Budget	Set Public Hearing and Advertise
Wednesday, May 14, 2014	5:00-6:00 PM Department Head Public Informal Q&A Session	None
Thursday, May 15, 2014	7:30-8:30 AM Department Head Public Informal Q&A Session	None
Tuesday, May 20, 2014	Council Workshop on Operating, Capital, and TIF Budgets	None
Tuesday, June 03, 2014	Public Hearing on Operating, Capital, and TIF Budgets	None
Tuesday, June 17, 2014	Target Date for Budget Adoption-Capital, TIF, and Operating Budgets/Appropriation Made	Order Made by Council

Supplemental Appropriations

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

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

Staff does not expect to as the Town Council to make any supplemental appropriations as were completed during the FY 2014 budgeting process in response to the State Legislature's reduction of State revenue sharing funds. However, from time-to-time staff does present supplemental appropriations when these come from reserve or capital projects funds. An example of this is when the Town receives a grant, and must approve a match. Staff does not budget these items as in the case the grant is not approved the match should not be expended.

Description of the Town's Funds and Basis of Budgeting

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

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

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

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

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

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

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

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

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

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

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

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

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

Town of Freeport Funds and Basis of Accounting

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

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

Town of Freeport All Funds Subject to Appropriation Projected Fund Balance

	General Fund	Winslow Park	Destination TIF Fund	NET Fund	Capital Projects Fund	Total All Funds Subject to Appropriation
06/30/2014 Unaudited Fund Balance	5,418,820	419,230	174,341	244,564	2,568,698	8,825,653
Revenues						
Taxes	22,279,825		281,350			22,561,175
Licenses, Permits, and Fees	231,240					231,240
Intergovernmental	1,050,375					1,050,375
Charges for Service	183,500	260,230		572,019		1,015,749
Fees and Fines	94,400					94,400
Unclassified	29,150				511,500	540,650
Investment Earnings	20,000					20,000
Total Revenues	23,888,490	260,230	281,350	572,019	511,500	25,513,589
Expenditures						
General Government	2,017,967					2,017,967
Public Safety	2,426,200			522,019		2,948,219
Public Works	2,254,690					2,254,690
Community Services	583,760	260,230				843,990
Education	15,076,758					15,076,758
Insurance and Fringe Benefits	1,525,180					1,525,180
Unclassified	879,073		247,000			1,126,073
Capital Outlay	-				2,240,500	2,240,500
Debt Service	184,862					184,862
Total Expenditures	24,948,490	260,230	247,000	522,019	2,240,500	28,218,239
Other Financing Sources/(Uses)	1,060,000			(50,000)	1,729,000	2,739,000
Change in Fund Balance	-	-	34,350	-	-	34,350
06/30/2015 Projected Ending Fund Balance	5,418,820	419,230	208,691	244,564	2,568,698	8,860,003

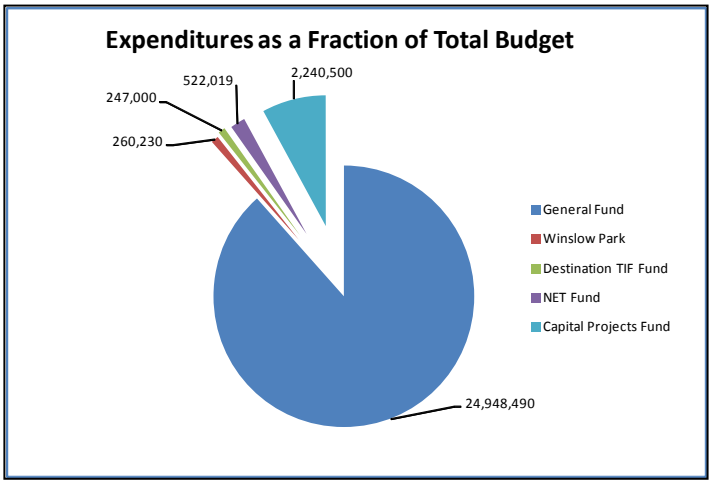
It is notable that the Destination Freeport TIF's fund balance will likely change by approximately $34,000 or approximately 15 percent during FY 2015. The Destination Freeport TIF fund is allowed to be used both for economic development and infrastructure in the downtown TIF district. Each year, the capital budget for the TIF fluctuates, and the FY 2015 plan is almost $15,000 less than the FY 2014 plan. That will allow the Town to rebuild some of the TIF fund's fund balance. The goal for FY 2015 is to hold all funds' fund balances constant, and continue to rebuild the NET fund's fund equity during FY 2014 and subsequent budgets. The Fire and Rescue Department has recently won two bids for emergency rescue billing service for two other towns. The staff that conducts the non-emergency billing will be handling this new emergency billing; this will allow the Town to charge some of the billing clerk salaries off to the general fund, since this is the fund where the half of the emergency billing revenue is shown. The estimate of the billing revenue is approximately $80,000 annually and is shown in the NET fund revenue.

While all funds' detailed revenue and expenditures and historic and budgeted fund balances are shown in each fund section, the total of all appropriated funds is listed here to show an overview of the size of the Town's budgets in addition to the changes in fund balance. During certain years such as FY 2010 and FY 2012, there are large changes in the end-of-year fund balance. This is mainly due to large capital programs. The Town does not ever intend to hold funds in the capital fund at the end of the project (in most cases), as the funds are held in reserves and only transferred into the capital fund as they are appropriated by the Town3Council. While the table below shows the overall fund balance fluctuations and gives a good sense of the size of the budget as a whole, the funds themselves will be a better indicator of the fluctuation in fund balances due to the capital fund's effect on the schedule. The general fund is the Town's largest fund, and it listed here individually; the table below that shows the entire amount appropriated by the Town Council by fund for FY 2015.

Town of Freeport
Summary of Revenues and Expenditures-General Fund

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Restated FY 2013	Projected FY 2014	Budget FY 2015	Increase (Decrease)	% Change
Beginning Fund Balance	$ 6,574,245	$ 6,326,427	$ 5,669,077	$ 5,000,475	$ 5,421,160	$ 5,418,820		
Revenues								
Taxes	$ 20,111,391	$ 20,536,591	$ 20,471,248	$ 21,331,266	$ 21,889,406	$ 22,279,825	$ 390,419	1.78%
Licenses, Permits, and Fees	$ 220,827	$ 251,944	$ 304,607	$ 271,689	$ 245,265	$ 231,240	$ (14,025)	-5.72%
Intergovernmental	$ 1,242,386	$ 1,214,556	$ 1,273,455	$ 1,315,887	$ 1,123,931	$ 1,050,375	$ (73,556)	-6.54%
Charges for Service	$ 176,669	$ 222,467	$ 225,224	$ 215,889	$ 206,200	$ 183,500	$ (22,700)	-11.01%
Fees and Fines	$ 97,664	$ 106,577	$ 96,935	$ 106,786	$ 99,000	$ 94,400	$ (4,600)	-4.65%
Unclassified	$ 66,829	$ 78,599	$ 7,959	$ 288,087	$ 32,370	$ 29,150	$ (3,220)	-9.95%
Investment Earnings	$ 164,124	$ 83,373	$ 26,215	$ 13,569	$ 20,000	$ 20,000	$ -	0.00%
Total Revenues	$ 22,079,890	$ 22,494,107	$ 22,405,643	$ 23,543,173	$ 23,616,172	$ 23,888,490	$ 272,318	1.15%
Expenditures								
General Government	$ 1,232,765	$ 1,355,455	$ 1,408,316	$ 1,462,363	$ 1,928,883	$ 2,017,967	$ 89,084	4.62%
Public Safety	$ 1,918,249	$ 1,966,313	$ 2,045,275	$ 2,284,924	$ 2,349,488	$ 2,426,200	$ 76,712	3.27%
Public Works	$ 1,855,111	$ 1,906,075	$ 1,913,850	$ 1,828,000	$ 2,389,834	$ 2,254,690	$ (135,144)	-5.65%
Community Services	$ 597,354	$ 596,513	$ 594,090	$ 616,314	$ 558,133	$ 583,760	$ 25,627	4.59%
Education	$ 12,985,533	$ 13,104,454	$ 13,275,403	$ 13,631,935	$ 14,291,054	$ 15,076,758	$ 785,704	5.50%
Insurance and Fringe Benefits	$ 1,319,109	$ 1,263,898	$ 1,389,619	$ 1,393,393	$ 1,491,400	$ 1,525,180	$ 33,780	2.26%
Unclassified	$ 1,103,867	$ 1,157,050	$ 1,048,576	$ 1,054,265	$ 858,284	$ 879,073	$ 20,789	2.42%
Debt Service	$ 705,347	$ 700,714	$ 593,159	$ 493,208	$ 293,220	$ 184,862	$ (108,358)	-36.95%
							$ -	
Total Expenditures	$ 21,717,335	$ 22,050,472	$ 22,268,288	$ 22,764,402	$ 24,160,296	$ 24,948,490	$ 788,194	3.26%
Other Financing Sources/(Uses)	$ (610,373)	$ (1,100,985)	$ (1,153,434)	$ (358,086)	$ 541,784	$ 1,060,000	$ 518,216	95.65%
Change in Fund Balance	$ (247,818)	$ (657,350)	$ (1,016,079)	$ 420,685	$ (2,340)	$ -	$ (2,340)	100.00%
Ending Fund Balance	$ 6,326,427	$ 5,669,077	$ 4,652,998	$ 5,421,160	$ 5,418,820	$ 5,418,820	$ -	0.00%

It is notable that the expenditures in the general fund include the $15 million payment to RSU #5. These payments are shown in the general fund. It is also notable that the Town's capital plan is $1.5 million more than in prior years. The staff and Town Council made a conscious effort to reduce the size of the plan in order to allow reserve balances to rebuild after two years of large capital



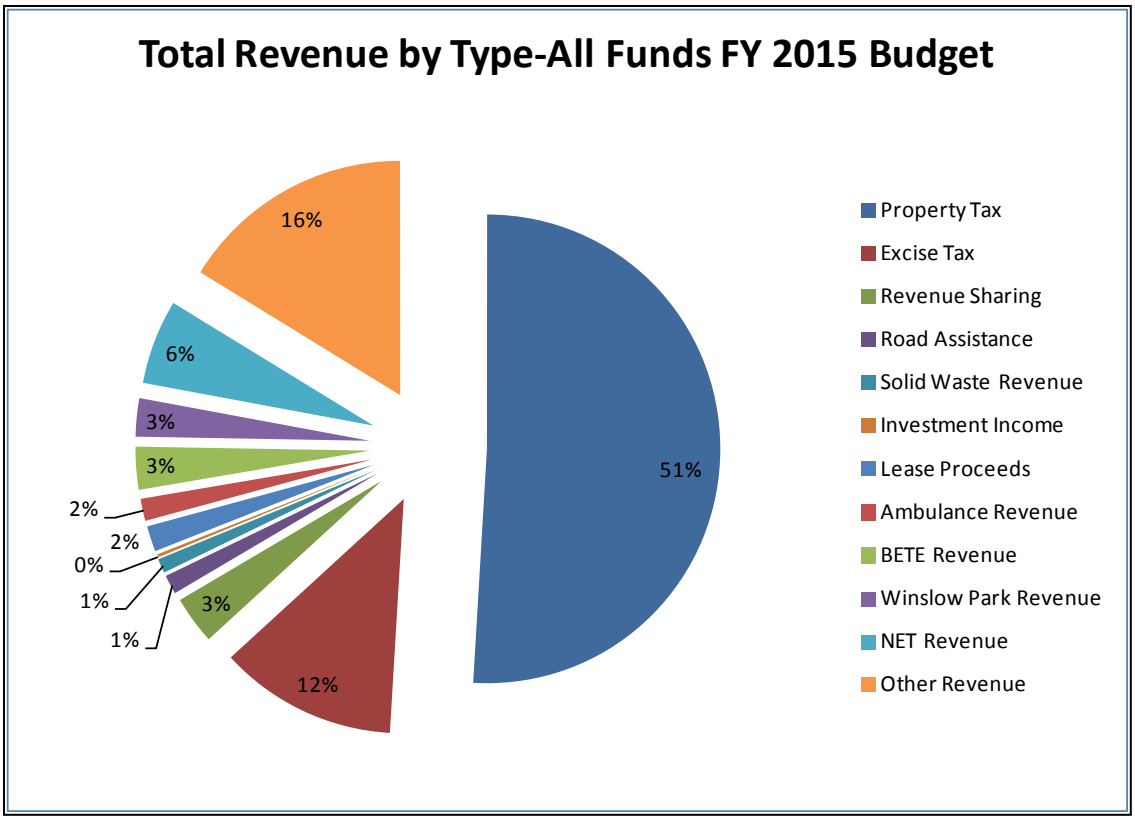
appropriations during FY 2014, and it is likely after the large plan in FY 2015, and large scheduled plan in FY 2016, the FY 2017 budget will be reduced.

Total All Funds Historic and Budgeted Fund Balances

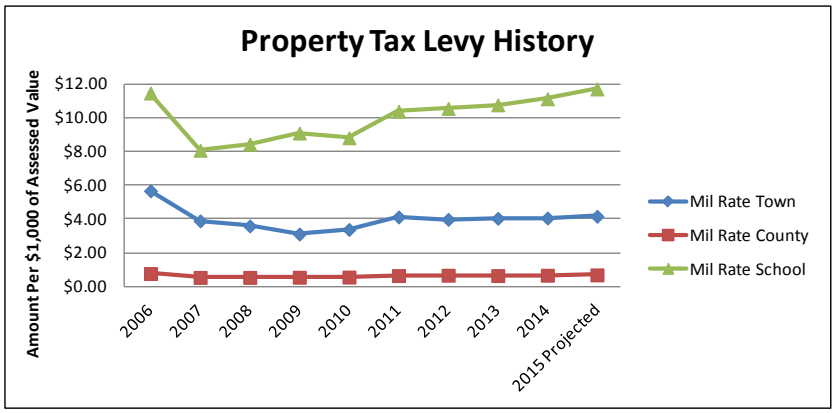
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Restated	FY 2014 Projected	FY 2015 Budgeted
Beginning Balance	$ 8,745,738	$ 9,218,249	$ 9,305,193	$ 8,182,907	$ 9,181,977	$ 8,723,941	$ 8,825,588	$ 8,825,648
Revenue-General Fund	$ 24,527,473	$ 25,384,739	$ 22,079,890	$ 22,494,107	$ 22,405,643	$ 23,543,173	$ 23,767,956	$ 23,861,490
Revenue-Capital Fund	$ 218,946	$ 168,342	$ 393,165	$ -	$ 800,852	$ 376,722	$ -	$ 511,500
Revenue-Winslow Park Fund	$ 277,023	$ 260,891	$ 248,422	$ 288,068	$ 278,834	$ 273,639	$ 258,500	$ 260,230
Revenue-TIF Fund	$ 143,374	$ 145,543	$ 145,543	$ 172,939	$ 258,400	$ 262,650	$ 269,450	$ 281,350
Revenue-NET Fund	$ 471,533	$ 510,196	$ 429,254	$ 451,067	$ 556,022	$ 631,889	$ 562,691	$ 572,019
Expenditures-General Fund	$ 23,521,831	$ 24,410,374	$ 21,717,335	$ 22,050,472	$ 22,268,287	$ 22,764,402	$ 24,160,296	$ 24,921,490
Expenditures-Capital Fund	$ 1,928,341	$ 2,291,423	$ 1,197,231	$ 1,302,170	$ 4,151,716	$ 2,012,099	$ 945,100	$ 2,240,500
Expenditures-Winslow Park Fund	$ 271,665	$ 187,300	$ 213,337	$ 378,766	$ 297,163	$ 226,061	$ 256,550	$ 260,230
Expenditures-TIF Fund	$ 143,281	$ 138,817	$ 189,695	$ 201,037	$ 213,610	$ 335,737	$ 266,000	$ 247,000
Expenses-NET Fund	$ 391,646	$ 411,071	$ 447,865	$ 468,231	$ 496,487	$ 522,216	$ 520,691	$ 522,019
Other Sources/(Uses)	$ 1,090,926	$ 1,056,218	$ (653,097)	$ 1,993,565	$ 2,322,001	$ 874,089	$ 1,290,100	$ 2,739,000
Ending Balance	$ 9,218,249	$ 9,305,193	$ 8,182,907	$ 9,181,977	$ 8,376,466	$ 8,825,588	$ 8,825,648	$ 8,859,998
Change in Fund Balance	$ 472,511	$ 86,944	$ (1,122,286)	$ 999,070	$ (805,511)	$ 101,647	$ 60	$ 34,350

Town Revenues-Sources and Historic Data

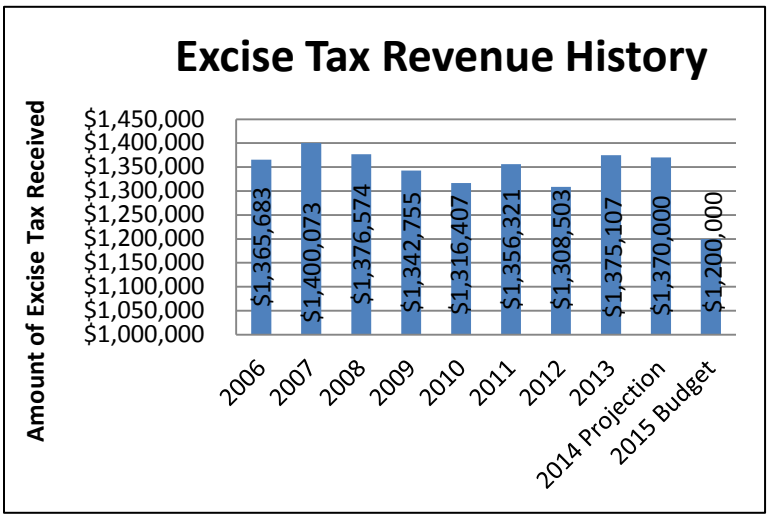
The Town of Freeport has numerous general fund sources of revenue; 11 of the major sources are listed below with ten years of historic information wherever possible and practical.



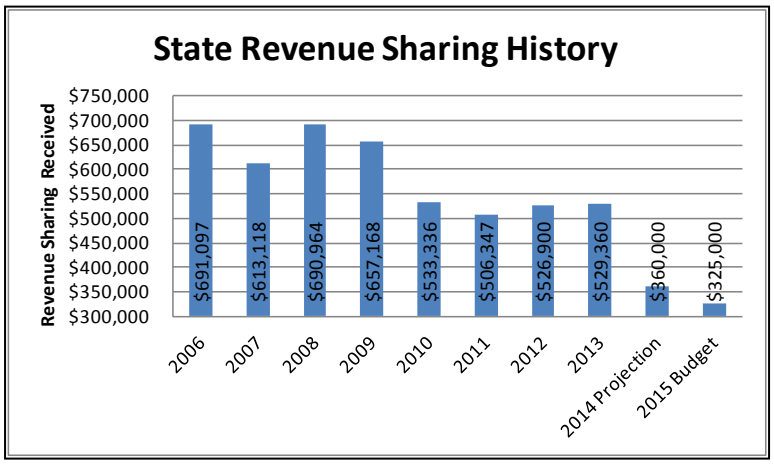
PROPERTY TAXES Maine State Statute Title 36 allows municipalities to levy property taxes on real and personal property each year as it is assessed on April 1st. Historically, approximately 50 percent of the Town's general fund budget is funded by property taxes. These are taxes levied on businesses and residents of the Town that pay for essential programs and services for the Town, Cumberland County, and Regional School Unit #5. The Town Council has control over the Town's general fund tax levy, but the County and RSU taxes are sent to the Town tax assessor and he must levy those exact amounts. The Town's general fund levy is approximately 25 percent of the total tax levy. The Town's proposed FY 2015 property tax levy amount is $4,990,694 or approximately $4.16 per $1,000 of assessed value. The last ten years of property tax levies is shown above by Town, school, and County.



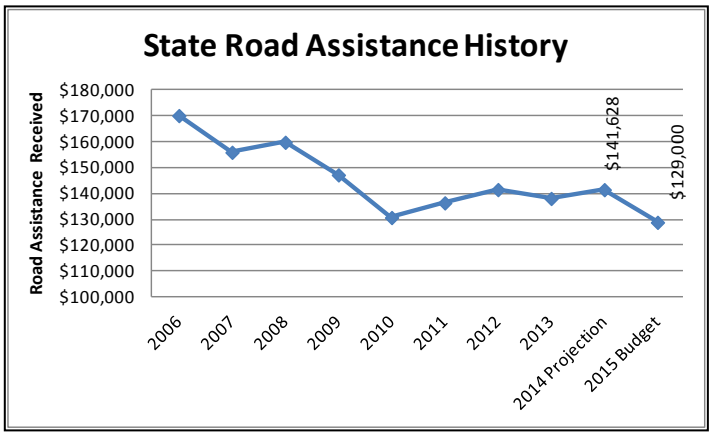
MOTOR VEHICLE EXCISE TAX Maine State Statute Title 36 Chapter 111 allows municipalities to levy and collect motor vehicle excise tax each year from residents of the Town who operate a motor vehicle on a public way. The excise tax is based upon the original manufacturer's suggested retail price of the vehicle, and depreciates for a six-year period. Excise tax stays with the Town, and is used for road maintenance and paving. The last ten years of vehicle excise tax is shown below. The FY 2015 estimate is $1.2 million, although this is a very conservative estimate.



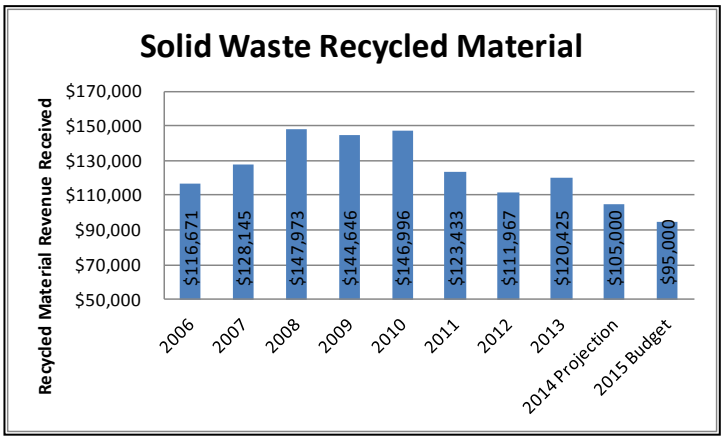
STATE REVENUE SHARING Maine State Statute Title 30-A Chapter 223 defines the State Revenue Sharing. The State collects all sales and income taxes in the State of Maine, and the intent of the revenue sharing was to remit 5% of these funds back to the Towns based upon their population and valuation in order to offset the property tax levy. However, during tough economic times, the Maine State Legislature removes funds from the municipal revenue sharing fund in order to assist with State budget-balancing. In addition, there are two types of revenue sharing; in 2009, the Legislature revised the Statute to more clearly define which revenue sharing was to be remitted to all towns, and which was to be remitted to only those towns with a "disproportionate tax burdens" or higher-than-average mil rates. The goal is to remit 80% of all revenue sharing collected to all municipalities, and 20% remitted to these "disproportionate tax burden" towns, as they are almost always service-center communities. Revenue sharing fluctuates greatly due to this in addition to the natural fluctuation relating to sales and income tax collected. The last ten years of revenue sharing collected from the State of Maine are listed below. It is notable that during FY 2014 (the first year of the State's biennial budget), the State pulled approximately $40 million from the revenue sharing pool to assist in balancing the State's budget. The pool of money if revenue sharing is fully funded is approximately $140 million. The distribution to the towns in FY 2015 is to be based upon a pool of $60 million. The reader can see that there have been many historic legislative reductions in revenue sharing.



STATE ROAD ASSISTANCE Maine State Statute Title 23 Chapter 19 Subchapter 6 defines State road assistance to municipalities, and this is based upon the number of lane miles of State roads maintained by each Town. Urban-Rural Initiative Program (URIP) which has now been renamed Local Road Assistance Program (LRAP) funds are distributed quarterly. Funds are distributed based upon the type of road (rural, urban, and major vs minor collectors) in addition to a specified amount for winter and summer maintenance. Each year, the LRAP fund must be nine percent of the total State Highway Fund allocation to the Department of Transportation. As these funds fluctuate, the State Commissioner of Transportation must adjust the amount of reimbursement to meet the size of the fund. The Town's annual receipts are approximately $129,000, and these funds are required to be used to maintain State roads located within the Town.

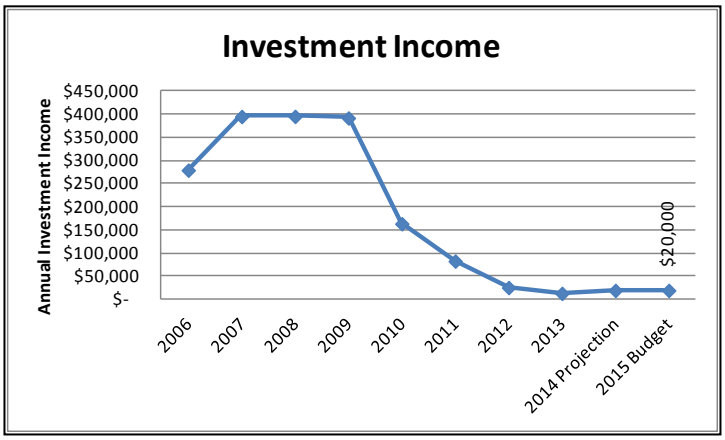


SOLID WASTE RECYCLED MATERIAL The Town operates the Transfer Station and Landfill where residents can bring their trash and recyclables. To help cover some of the costs of running the facility, residents are charged fees for what they dispose of at the Transfer Station. Recycling is one way residents can reduce costs since recycling is costs less than waste disposal. Because there is no revenue for the Town from the recyclables collected in the ecomaine Silver Bullets, residents are encouraged to bring their corrugated cardboard, mixed paper and #2 natural HDPE (plastic) to the Transfer Station where it is baled and sold generating revenue for the Town. Prices for recyclables vary with the market but for 2014, the average prices were $10 per ton for mixed paper, $90 per ton for corrugated cardboard and $700 for #2 natural HDPE. The combination of the revenue from the sale of recyclables and the user fees collected resulted in the annual revenue of approximately $95,000 for FY '14.



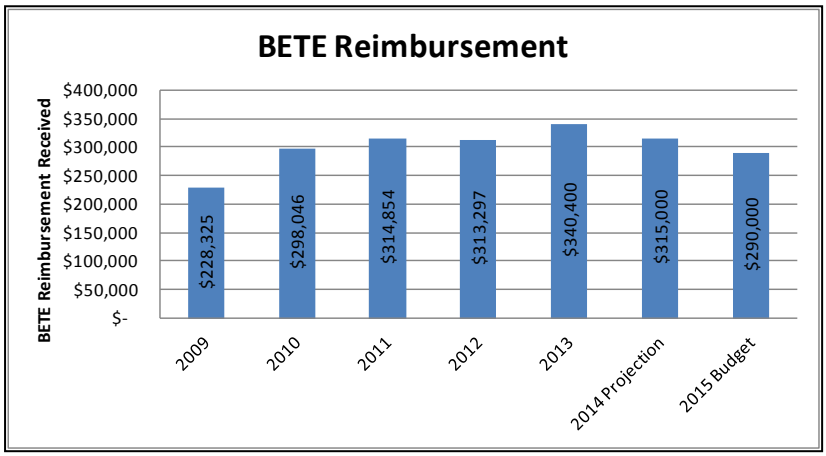
LEASE PROCEEDS Until approximately 1996, the Town's library was located next door to L.L. Bean on Main Street, when it moved to its current location on Library Drive outside of the Downtown area. Once the new library was constructed, the Town began renting out the former Bartol Library building. The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

INVESTMENT INCOME The proceeds from the Town's bank and investment accounts other than reserves and trusts is shown in the general fund. The annual income has varied greatly from almost $400,000, to less than $50,000 due to market fluctuations, balances in the accounts, and cash-flow needs over the years. A ten-year history is shown here. Currently, the Town's main depository bank is offering the best short-term rate at 25 basis points with deposits up to $10.25 million collateralized in the Town's name at the Federal Reserve Bank.

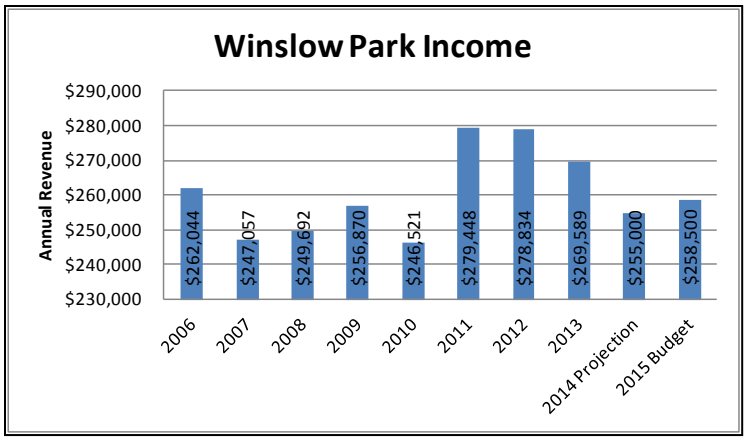


AMBULANCE REVENUE The Town collects approximately $210,000 in emergency ambulance revenue each year. $105,000 of this is transferred to the general fund to pay for the salaries of the rescue employees, medical supplies, and other overhead associated with operating an emergency rescue service. The remaining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

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

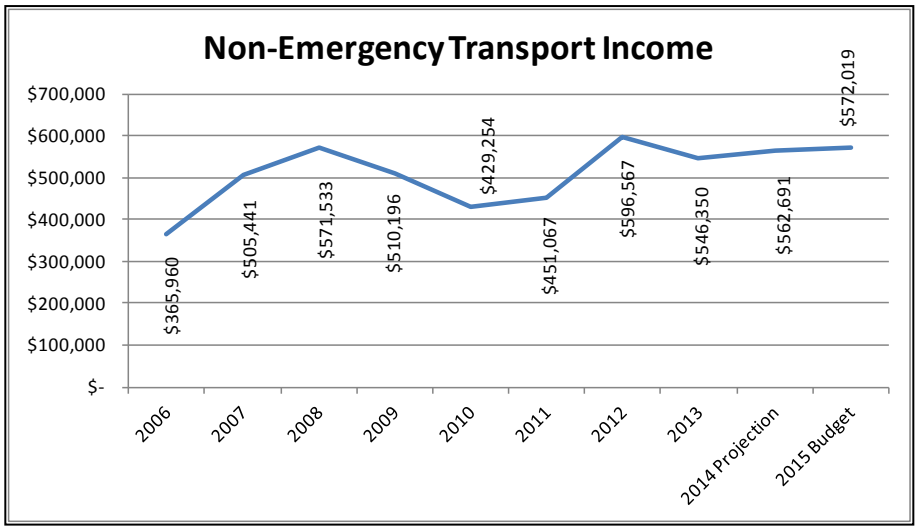


WINSLOW PARK REVENUE Each year, approximately 25,000 people



visit the Winslow Park beach, playground, and campground, which generates approximately $275,000 in annual revenue to support operations and capital projects at the Park. This is comprised of gate fees for people visiting the beach and playground, soda and refreshment fees, and camping fees. The ten-year history of the Park's revenue is listed in the chart to the side; the Park's popularity has increased over the past years, as can be seen by the approximate number of daily visitors per year. This figure was 13,700 in calendar year 2009 and has increased to 23,900 during 2011 and 2012.

NON-EMERGENCY TRANSPORT REVENUE The non-emergency transport fund is the Town's only enterprise fund. The fund was created more than ten years ago, and serves community members who may need transportation from their homes (or assisted living facility) to the hospital for medical care or non-emergency appointments. These customers call the scheduling clerk, and an ambulance transports them to-and-from their appointments. The majority of the customers have insurance or Medicare that pays for these mandatory appointments and procedures, and a small minority do not have insurance and pay for their own services. In addition, the FY 2014 income figure includes new billing services for the Cities of Biddeford and Saco, for which the Town bid in 2012 and began billing for on July 1, 2012. The estimate of revenue for the billing service is approximately $45,000 annually. The past ten years of NET revenue is listed here.



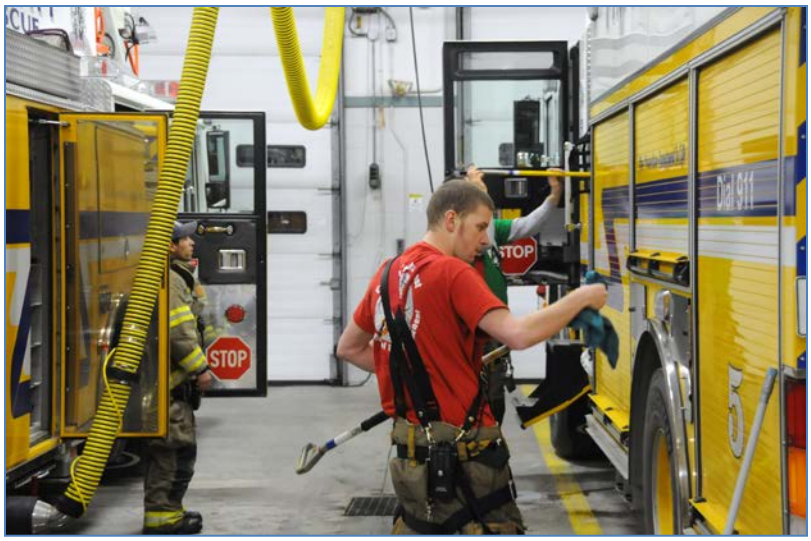


Photo Courtesy Town Staff

THE GENERAL FUND

Photo Courtesy Town Staff

The General Fund-The Town's Operating Fund

Key to the General Fund departments-the items in boxes above the departments corresponds with the title of the appropriation adopted by the Town Council on June 17th, 2014.

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

Town of Freeport
Summary of Revenues and Expenditures-General Fund

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Restated FY 2013	Projected FY 2014	Budget FY 2015	Increase (Decrease)	% Change
Beginning Fund Balance	$ 6,574,245	$ 6,326,427	$ 5,669,077	$ 5,000,475	$ 5,421,160	$ 5,418,820		
Revenues								
Taxes	$ 20,111,391	$ 20,536,591	$ 20,471,248	$ 21,331,266	$ 21,889,406	$ 22,279,825	$ 390,419	1.78%
Licenses, Permits, and Fees	$ 220,827	$ 251,944	$ 304,607	$ 271,689	$ 245,265	$ 231,240	$ (14,025)	-5.72%
Intergovernmental	$ 1,242,386	$ 1,214,556	$ 1,273,455	$ 1,315,887	$ 1,123,931	$ 1,050,375	$ (73,556)	-6.54%
Charges for Service	$ 176,669	$ 222,467	$ 225,224	$ 215,889	$ 206,200	$ 183,500	$ (22,700)	-11.01%
Fees and Fines	$ 97,664	$ 106,577	$ 96,935	$ 106,786	$ 99,000	$ 94,400	$ (4,600)	-4.65%
Unclassified	$ 66,829	$ 78,599	$ 7,959	$ 288,087	$ 32,370	$ 29,150	$ (3,220)	-9.95%
Investment Earnings	$ 164,124	$ 83,373	$ 26,215	$ 13,569	$ 20,000	$ 20,000	$ -	0.00%
Total Revenues	$ 22,079,890	$ 22,494,107	$ 22,405,643	$ 23,543,173	$ 23,616,172	$ 23,888,490	$ 272,318	1.15%
Expenditures								
General Government	$ 1,232,765	$ 1,355,455	$ 1,408,316	$ 1,462,363	$ 1,928,883	$ 2,017,967	$ 89,084	4.62%
Public Safety	$ 1,918,249	$ 1,966,313	$ 2,045,275	$ 2,284,924	$ 2,349,488	$ 2,426,200	$ 76,712	3.27%
Public Works	$ 1,855,111	$ 1,906,075	$ 1,913,850	$ 1,828,000	$ 2,389,834	$ 2,254,690	$ (135,144)	-5.65%
Community Services	$ 597,354	$ 596,513	$ 594,090	$ 616,314	$ 558,133	$ 583,760	$ 25,627	4.59%
Education	$ 12,985,533	$ 13,104,454	$ 13,275,403	$ 13,631,935	$ 14,291,054	$ 15,076,758	$ 785,704	5.50%
Insurance and Fringe Benefits	$ 1,319,109	$ 1,263,898	$ 1,389,619	$ 1,393,393	$ 1,491,400	$ 1,525,180	$ 33,780	2.26%
Unclassified	$ 1,103,867	$ 1,157,050	$ 1,048,576	$ 1,054,265	$ 858,284	$ 879,073	$ 20,789	2.42%
Debt Service	$ 705,347	$ 700,714	$ 593,159	$ 493,208	$ 293,220	$ 184,862	$ (108,358)	-36.95%
							$ -	
Total Expenditures	$ 21,717,335	$ 22,050,472	$ 22,268,288	$ 22,764,402	$ 24,160,296	$ 24,948,490	$ 788,194	3.26%
Other Financing Sources/(Uses)	$ (610,373)	$ (1,100,985)	$ (1,153,434)	$ (358,086)	$ 541,784	$ 1,060,000	$ 518,216	95.65%
Change in Fund Balance	$ (247,818)	$ (657,350)	$ (1,016,079)	$ 420,685	$ (2,340)	$ -	$ (2,340)	100.00%
Ending Fund Balance	$ 6,326,427	$ 5,669,077	$ 4,652,998	$ 5,421,160	$ 5,418,820	$ 5,418,820	$ -	0.00%

General Fund

	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Restated	FY 2014 Projected	FY 2015 Budgeted
Beginning Balance	$ 5,478,795	$ 5,705,233	$ 6,574,246	$ 6,326,428	$ 5,669,078	$ 5,000,475	$ 5,421,160	$ 5,418,820
Revenue	$ 24,527,473	$ 25,384,739	$ 22,079,890	$ 22,494,107	$ 22,405,643	$ 23,543,173	$ 23,767,956	$ 23,861,490
Expenditures	$ 23,521,831	$ 24,410,374	$ 21,717,335	$ 22,050,472	$ 22,268,287	$ 22,764,402	$ 24,160,296	$ 24,921,490
Other Sources/(Uses)	$ (779,204)	$ (105,352)	$ (610,373)	$ (1,100,985)	$ (1,153,434)	$ (358,086)	$ 390,000	$ 1,060,000
Ending Balance	$ 5,705,233	$ 6,574,246	$ 6,326,428	$ 5,669,078	$ 4,653,000	$ 5,421,160	$ 5,418,820	$ 5,418,820
Change in Fund Balance	$ 226,438	$ 869,013	$ (247,818)	$ (657,350)	$ (1,016,078)	$ 420,685	$ (2,340)	$ -

General Government

Town Council and Town Manager

Council Overview

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

Town Manager

Department Overview All department heads report to the Town Manager. The Town Manager's function is to insure adherence to the Town charter and ordinances, and set policies and guidelines for staff, and act as a liaison between the Town Council and departments. The Town Council's goals and objectives set the guidelines for the Town Manager's annual priorities. That is the reason the Council and Manager are listed together here.

Major Accomplishments for FY 2013 and FY 2014

One of the Town Council's 2013 (FY 2014) goals was to minimize the impact of the budget on the property tax rate. The Council is proud to have achieved this goal on the municipal side, as the tax increase was two cents on the mil rate; the municipal mil rate increased from $4.04 to $4.06 per $1,000 of assessed value between FY 2013 and FY 2014.

The Town Council, Manager, and staff worked very hard with the Army Corp of Engineers, Department of Environmental Protection, several scientists, and the local community of clammers on installing several thousand feet of fencing around the Recompense Cove and Little River sites. Over fiscal years 2013 and 2014, the Town Council appropriated a total of $171,000 toward eradicating the invasive green crab population from Freeport's portion of the Casco Bay region. The Town currently distributes 151 clamming licenses (during the past year 62 commercial licenses and 89 recreational licenses were distributed); it is believed that clam-digging constitutes a multi-million dollar business in Freeport. The Council and Manager are proud to conduct these efforts in order to support this portion of the local economy.

Town Council Chairman Jim Hendricks (left) volunteers with Town staff at the Habitat for Humanity home on Hummingbird Lane in Freeport
Photo Courtesy Town Staff

Three representatives from the Town Council and several staff members worked for approximately one year on a Town Strategic Communications Plan, and many of the items from the Plan have already been implemented. The plan includes provisions for a new manager's newsletter to publicize items of interest to the citizens, changes to the Town's

website at www.freeportmaine.com that will make the site easier to navigate and in applicable cases wherever possible, easier to search for documents, policies on cable television programming, and notification of public meetings and potential planning or zoning changes. The members of the Communications Working Group are very proud of this Plan!

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

FY 2015 Goals and Objectives

Each December after the November election, the new council sits decides on the next calendar year's goals and objectives. The Town Council's 2014 (FY 2015) goals are as follows:

- Operate cohesively as a group, promote intercommunication, information exchange, and collaboration on direction and process between Councilors while conducting Town business in an efficient manner and promoting transparency of Town government.
- Develop and approve municipal operating and capital budgets that plan for, to the greatest extent possible, any reductions in municipal revenue sharing.
- Prioritize, evaluate and control expenditures with responsible budgeting to minimize the impact on taxpayers and strive to maintain a stable tax rate, while continuing to provide the highest quality of services possible within the resources available.
- Actively support and serve as a resource for the Withdrawal Committee and residents as the Town considers withdrawal from RSU 5.
- Reach out to residents to identify attainable action items for the Council to take in an effort to improve the quality of life for the residents of Freeport.
- Assess the resources, readiness, and preparedness of the municipality to address extreme weather and catastrophic events.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Town Council/Town Manager	Items of Business Considered	176	167	167	187	216
	Number of Council Meetings Held	20	22	22	25	25
	Number of Council Work Sessions Held	12	16	16	19	11

Budget

Town Council	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	8,763	7,425	8,900	8,900	8,900
Contracted Services	136,140	106,797	119,235	97,935	110,269
Special Projects					
Supplies	1,884	2,820	2,000	1,500	1,500
Total	146,787	117,042	130,135	108,335	120,669

Town Manager	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	121,659	120,199	102,000	102,000	105,000
Contracted Services	8,063	5,346	5,500	5,500	5,500
Special Projects					
Supplies	772	357	1,000	1,000	1,000
Total	130,494	125,901	108,500	108,500	111,500

Finance and Assessing

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

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

Major Accomplishments for FY 2013 and FY 2014

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

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

Part of the negotiations included a new voice-over-IP telephone system. Historically, the Town's different buildings have had their own phone systems, and the system at the public safety building was failing. The Town installed a new Townwide telephone system during the summer of 2013 that allows all departments (except Winslow Park) to communicate on one telephone system and network.

The Town contracted with a local vendor to install fiberoptic cable from the Town hall to the public safety building in order to obtain enough speed to operate all Town hall servers from the public safety building that has a backup generator. This project was completed during December of 2013.

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

FY 2015 Goals and Objectives

The Finance Department is very excited about the Town's third GFOA Distinguished Budget Award submission. While the Town won the award last year, there are always reviewer comments during the first (and subsequent) years, and staff enjoyed responding to those comments and making the document better. The department has worked very hard on this document, and is hoping for a FY 2015 win!

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

The Assessing Department will be completing a quadrennial revaluation (these are done on a small-scale every four years in order to avoid a large and "shocking" revaluation once each decade), and this will include visiting parcels and verifying all building property data, studying recent sales in Town, revising valuation tables, recalculating and testing new values, and applying this new revised model to the tax levy for FY 2015.

The Assessing Department will be working very hard during FY 2015 to convert 3,000 paper property record cards to an electronic format for use. The current system takes up much room, is subject to "wear-and-tear" with normal use (realtors, staff, and other people routinely access these files), and inefficient with the advent of new technology. The department had intended to complete this during FY 2014, but the workload in the department has been prohibitive. The department will likely hire an intern to complete this work during FY 2015.

The Finance Department is very excited to be working with its main depository bank on a "positive pay" anti-fraud software solution for its accounts payable checks. As a response to the Town's inquiry, the bank purchased the software, and the parties have been testing the software. However, this has been done "manually" check-by-check, and before we do a full implementation, the Town will be uploading a file in a predetermined format to the bank in order

that the process is fully automated. Staff expects this to be fully operational by September 1, 2014.

Performance Measures

Finance Department		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
	Accounts Payable Checks Issued	6,447	3,837	3,545	3,569	3,483
	Vehicle Registrations Completed	8,200	8,203	8,245	8,246	8,503
	Tax Bills Issued	4,733	4,783	4,815	4,818	4,836

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Assessing Department	Parcel Count	4,321	4,371	4,391	4,394	4,409
	Abatements	60	24	41	30	28
	Supplemental Bills	2	1	7	3	3

Budget-Finance Department

Finance	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	233,076	229,941	234,678	234,678	245,502
Contracted Services	110,078	111,726	100,150	99,400	109,150
Special Projects					
Supplies	5,785	3,758	7,000	8,500	7,500
Total	348,938	345,425	341,828	342,578	362,152

Budget-Assessing Department

Assessing	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	114,262	121,341	128,605	128,605	131,999
Contracted Services	17,677	16,864	29,900	29,900	29,900
Special Projects					
Supplies	1,240	1,235	1,640	1,640	1,700
Total	133,179	139,440	160,145	160,145	163,599

Town Clerk and Elections

Department Overview

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

Major Accomplishments for FY 2013 and FY 2014

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

The Clerk's office spent $400 to convert to an electronic dog registration database in FY 2014, as the old system of using a series of Excel worksheets was inefficient. Staff can now work more seamlessly with animal control, the State, veterinarians, animal shelters, and neighboring Towns for enforcement. The Town now has a more modern and professional system of licensing dogs which is required by State law.

Secretary of State Matt Dunlap (middle) visits Town Clerk Tracey Stevens (left) and Election Warden and longtime resident Ed Bonney (right) during the November, 2013 election in Freeport. Photo Courtesy Martha Spiess

The Clerk's office has also been continuing efforts to clean-up the data in the Central Voter Registration system during FY 2014, so all voter registration cards are complete and data is accurate in the State's electronic database.

The department also obtained a second computer and receipt printer for the counter area in order for staff to work more efficiently with customers, and reduce wait times at the counter for services such as absentee voting, dog licensing, hunting & fishing licenses, certified copies of vital records, etc..

FY 2015 Goals and Objectives

The Clerk's office will be continuing "data clean-up" in the Central Voter Registration system during FY 2015, so all voter registration cards are complete in the State's electronic database. This has been an ongoing project, as the Clerks complete the data entry when they have "down time". They were hoping it would be completed during FY 2014, but will likely be an ongoing project into at least FY 2015.

The Clerk's office will be working with the website coordinator in order to develop a list of "frequently asked questions" for their page on the Town's website at www.freeportmaine.com. In this age of technology, customers would often rather visit the website than call or visit the office; the Clerks are attempting to gain and maintain an up-to-date website when new and fresh frequently asked questions. They are planning on doing this in the first half of the fiscal year.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Town Clerk	**Victualers Licenses Issued**	89	90	95	93	88
	Liquor Licenses Issued	22	20	22	20	24
	Dogs Licensed	1,139	1,139	1,287	1,317	1,417
	Shellfish Licenses Issued	145	153	155	155	148

Budget

Town Clerk And Elections	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	85,086	85,907	91,487	91,487	91,936
Contracted Services	9,038	9,098	10,850	10,850	10,650
Special Projects					
Supplies	867	692	2,500	2,500	600
Total	94,990	95,697	104,837	104,837	103,186

Freeport Train Station and Visitors Center

Department Overview

The Freeport Train Station and Visitors Center is a face of Freeport. The staff greets the riders arriving from Boston and points north as they arrive in Freeport and assists them in their stay here. The department employs one director who works approximately 30 hours-per-week, and three part-time people that work approximately 15 hours-per-week each.

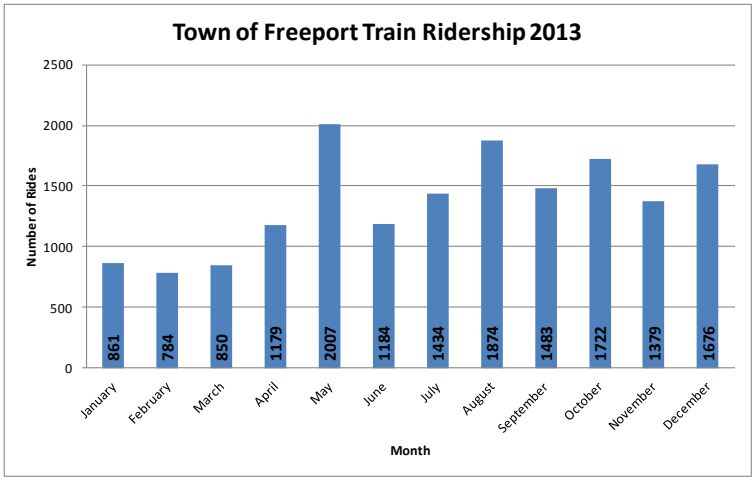
Train Station Manager Ed Bonney (back in blue jacket) and AmTrak Conductor meet an incoming train from Boston
Photo Courtesy Town Staff

Major Accomplishments for FY 2013 and FY 2014

The Freeport Train Station opened in November of 2012, and since that time, has seen a steady increase in ridership. The most current ridership figures are shown in the table below. In addition, the number of inquiries from riders and citizens stopping by the Center is also below, and that figure is increasing as more people become aware of the Center.

The Center achieved its primary goal during its first year of operation, which was to expand its hours enough to accommodate most riders' needs. This was accomplished by hiring three staff members and a manager.

The Center staff enhanced Amtrak traveler experience by providing information and travel booking assistance, and assisting the local merchants association Freeport USA and the Greater Freeport Chamber of Commerce in publicizing Freeport events.



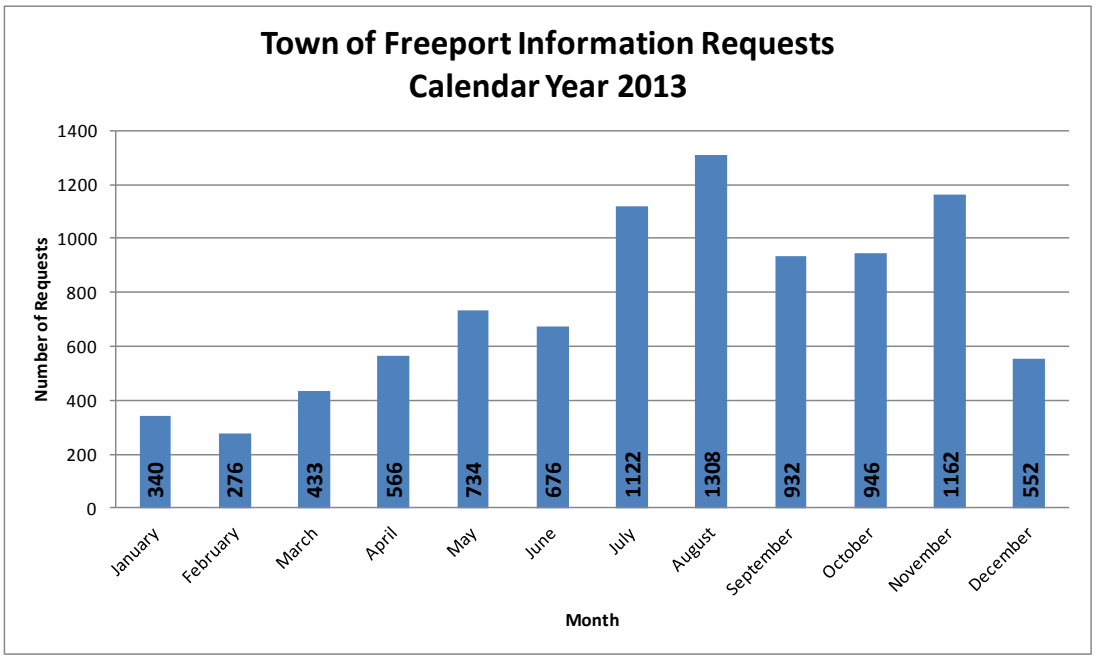
The Center Manager worked with public works and had large benches and a bicycle rack installed. Now, passengers can leave their bicycles at the platform safely while they ride the Downeaster.

FY 2015 Goals and Objectives

The Train Station Department's mission for FY 2015 is to continue the enhancement of passenger and visitor experience. The staff will be training and furthering its cooperation with the Freeport USA and Chamber groups on advertising local events. The Center currently has a $4,800 revenue budget from the sale of advertising on its building walls.

The Center Manager has budgeted $1,650 for the installation of a drinking water fountain at the trains station. Currently, there is no public water available at the station, and there are many requests during the summer for water. This will serve a very basic but important customer service need. These funds are budgeted in the supplies line item in the Train Station department 0109.

The Center Manager will be working with the Freeport Village Improvement organization to continue the maintenance of flower tubs they have installed on the platform. This beautifies the area, and makes a g reat first impression for the Town.



The train center parking lot needs resurfacing and striping; this is budgeted in the Destination Freeport TIF budget. That large improvement is being done during FY 2015 a s a $45,000 overlay project; if it were to be deferred a year, the pavement would be in such disrepair that it would become a full reconstruction, and the cost would double.

Performance Measures

		CY 2009	CY 2010	CY 2011	CY 2012	CY 2013
Train Station and Visitors Center	Information Requests of Staff	N/A	N/A	N/A	N/A	9,047
	Ridership Figures	N/A	N/A	N/A	N/A	16,433

It is notable that the Train Station and Visitors Center figures are listed on a calendar year; once the Town has more months of data this will be converted to a fiscal year basis. The Train Station and Visitors Center opened in November of 2012; the Town is currently presenting the Center's first calendar year of data.

Budget

Train Station	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	-		48,900	48,900	45,766
Contracted Services	-		51,450	49,550	50,450
Special Projects		73,200			
Supplies	-		5,100	5,600	5,500
Total	-	73,200	105,450	104,050	101,716

Codes and Planning

Department Overview

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

Major Accomplishments for FY 2013 and FY 2014

The Planning Department and the planning board have been busy implementing the many and diverse recommendations of the Comprehensive Plan. That has led to changes that make it easier for businesses and residents to use renewable energy resources, for smaller lots to be created in the village, and standards have been created for new commercial buildings in the Route One North corridor.

With the Planning Department taking the lead, the town continues to explore expanding the use of solar panels to lower our dependence on fossil fuels. The Town is looking for a partner business to purchase solar panels for town buildings. Renewal energy resources come with significant tax incentives, accelerated depreciation schedules, rebates, and renewable energy credits. The private sector gets the benefit of the incentives and then sells the panels to the town when the incentives expire at a significantly lower cost. This is a win-win situation. The concept is new, but businesses and the government are being educated on the possibilities.

To help lower income families with the rising cost of energy prices, the Town wrote a grant to do energy audit and air sealing on their homes. The project includes hiring someone to oversee the project and to coordinate additional energy saving services based on the results of the audits. The Town plans to work on 75 homes starting in August 2014.

The Town also worked with natural gas companies to extend that service to more businesses and neighborhoods. As a result it is likely that gas will be extended to YMCA on Route One South. In future years, extension may go into South Freeport Village and the neighborhoods off Old County Road.

FY 2015 Goals and Objectives

Staff will continue to explore options to expand natural gas offerings to residential neighborhoods. Reducing business and residential energy cost is viewed as a way to stimulate the local economy. The less money spent on foreign fuel, the better the chance that money will be spent locally. In addition to expanding natural gas, the Town is also developing ways to inform the public on ways to reduce their energy consumption through insulation and sealing and with high efficient mechanical systems and renewal energy resources.

The Project Review Board continues to review commercial and residential development proposals to ensure high quality construction and adherence to regulations. The Board has been reviewing the ordinance that they administer and making recommendation on how they can be improved. This past year the Site Plan Review ordinance was updated to be more user friendly.

The Design Review Ordinance will be reviewed next year. The Town is always looking for ways to streamline and improve the permitting process without lowering standards.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Codes Enforcement and Planning Departments	**Single Family Units**	17	24	21	30	45
	Duplex Units	0	0	2	0	0
	Multi Family Units	3	0	7	25	3
	Mobile Homes	8	3	5	1	1
	Accessory Apartments	2	1	2	3	2
	New Commercial Construction	14	9	13	8	4
	Total Units	30	28	37	59	55

Budget

Codes Enforcement	**2012 Actual**	**2013 Actual**	**FY 2014 Budget**	**FY 2014 Projected**	**FY 2015 Budget**
Personnel	72,118	73,240	73,439	73,439	74,725
Contracted Services	3,227	2,844	4,330	3,830	3,830
Special Projects					
Supplies	225	732	300	300	700
Total	75,571	76,815	78,069	77,569	79,255

Planning	**2012 Actual**	**2013 Actual**	**FY 2014 Budget**	**FY 2014 Projected**	**FY 2015 Budget**
Personnel	122,249	121,899	130,263	130,263	132,531
Contracted Services	3,981	5,137	8,875	8,875	8,875
Special Projects	-				
Supplies	957	553	700	700	700
Total	127,187	127,590	139,838	139,838	142,106

Health and Welfare

General Assistance and Agency Support

Department Overview

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

Major Accomplishments for FY 2013 and FY 2014

Each year the General Assistance Director joins the Fire/Rescue and Library Departments for the annual appeal to the heating fund; during the FY 2014 appeal, the Town raised approximately $13,000 for the heating assistance fund.

In conjunction with Habitat for Humanity, the director enabled two needy households to complete various weatherization projects to reduce heating costs.

The General Assistance Director organized a public educational energy workshop –"How to Get Through Another Maine Winter" which provided participants with practical information on how to improve the heating efficiency of homes and vehicles, as well as information on various financial incentive programs that help with weatherization and energy projects and where to get help if it is needed during the winter. Participants were provided with practical tools to reduce their heating and energy costs: donated programmable thermostats were given out to participants as well as other donated weatherization supplies (along with instructions on how to install), certificates for heating fuel and over twenty tire gauges were distributed along with information on the importance of maintaining adequate tire pressure and instructions on how to use them.

The Department educated General Assistance clients about the importance of watching their fuel tanks and by working with clients was able to virtually eliminate additional costs for emergency deliveries and priming furnaces.

The Department applied for CDBG Energy Conservation Project which the Town Planner and General Assistance Director will oversee and manage. The proposed project's goal is to improve the efficiency of 75 low and moderate income single family homes by providing an energy audit with air sealing.

FY 2015 Goals

The Department will begin implementing a new Emergency Rental Assistance Program. The Emergency Rental Assistance Fund is a collaboration between the Freeport Housing Trust (FHT) and the Town of Freeport to help prevent lower income renters from becoming homeless when a documented, non-preventable emergency has caused the applicants housing situation to be in jeopardy and all other assistance programs have been exhausted. F HT has donated $12,000 to establish this Fund to be administered by the Freeport General Assistance Office. Staff time and any other costs of administration will be provided by the town. This is being done on a trial basis and the program will be reviewed mid-year.

If the CDBG Energy Conservation Project is approved, this project will be administered by the Town Planner and General Assistance Administrator. The goal will be to improve the efficiency of 75

low/moderate income single family homes. Efficiency Maine estimates that this program would reduce energy consumption an average of 100 gallons per year per household and will make households eligible for other home insulation and heating system project incentives through Efficiency Maine's Home Energy Savings Program. At $3.70/gallon of oil, that could result in a savings of $27,750 a nd reduce the consumption of 7,500 gallons of oil in the Town of Freeport.

The Department will continue to build upon goals achieved in FY 2014 which are designed to assist households in making short and long term changes that can reduce some of their energy costs and costs of other essential household needs. This is an ongoing goal of the department, as the Town's General Assistance Director sees different and new clients on a daily basis.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
General Assistance	Number of Heating Assistance Vouchers Iss	33	44	33	46	44
	Number of Clients Seen	78	85	107	87	72
	Number of People Assisted with Gould Trust	70	67	48	54	35

Budget

General Assistance	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	61,708	66,995	69,917	69,917	71,140
Contracted Services	684	468	640	640	640
Special Projects	15,671	15,630	30,000	30,000	30,000
Supplies	36	88	200	200	200
Total	78,099	83,181	100,757	100,757	101,980

Human Services Agencies	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Regional Transportation	500	500	500	500	500
Home Health	1,000	1,000	1,000	1,000	1,000
Agency on Aging	500	500	500	500	500
Independent Associates	1,000				
Freeport Community Services	21,000	21,000	21,000	21,000	21,000
Family Crisis Center	500	500	500	500	500
Freeport Dental Care	-	-	1,800	1,800	1,800
Freeport Child Care	4,000	4,000	4,000	4,000	-
Sexual Assault Response	500	500	500	500	500
Freeport Edlers Assoc	5,000	5,000	5,000	5,000	5,000
American Red Cross	500	500	500	500	500
Woodfords Family Services	500	-	400	400	-
Port Teen Center	2,500	7,500	7,500	7,500	7,500
Total	37,500	41,000	43,200	43,200	38,800

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

Freeport Community Library

Department Overview
The Freeport Community Library is a department of the Town, and serves all residents who wish to use its services. The library houses 55,000 volumes, and throughout the course of the year, lends approximately 120,000 books. While the Town does not have a formal counter, staff estimates that during FY 2014 and FY 2015, the library is expected to receive 100,000 visitors per year.

Major Accomplishments for FY 2013 and FY 2014
With the increased support of our young adult Librarian, participation in the Summer Reading program has increased to a record 450 children who signed up for the program. This is indication of how popular the Children's Room programming is and how eager the young people in Freeport are as readers.

As one of the Library's stated goals for this past year, we have been doing extensive weeding of the library in preparation for migrating our system into the statewide interlibrary loan system, called "Minerva". In conjunction with inventorying the collection, the weeding process is saving the Town money as staff migrates to the new system since staff does not have to rebarcode or upgrade the records of these outdated materials.

To date, library staff has rebarcoded 10,047 out of 19,670 items in the children's collection and 8,650 items out of 34,465 in the adult collection. So in total there are 35,438 items remaining to be rebarcoded. The Librarians have enlisted three very competent volunteers to assist their staff.

Adult programming has also increased with afternoon movies twice a week, and the Friends of Freeport Community Library have sponsored two author talks. The library staff has also begun an annual Edible Book Festival, which will bring together patrons love of food and books. These are just some of their programming offerings.

FY 2015 Goals and Objectives
As part of the preparation for migration into the new system, staff has already rebarcoded approximately half of the library's collection of more than 50,000 items. Staff estimates that by November of 2014 they will have the rest of the library completed with new 14 point barcodes that are compatible with the Minerva system. Presently the interlibrary loan system, using SOLAR, has increased patron access three times and staff anticipates that in the coming year that may double again.

Working in conjunction with Maine InfoNet, staff hopes to be fully integrated into the statewide interlibrary system which their new Sierra database no later than January 2015. This will allow patrons to request books from 60 libraries and the university system, Colby, Bates and Bowdoin colleges as well as University of New England. Patrons at home will be able to request books through the library's website and when they arrive at the library through the van delivery, patrons can retrieve them at the library in Freeport.

Having talked with other libraries of similar size already in the Minerva system, staff anticipates Freeport's interlibrary loans could increase by four times. Given that Freeport's library will have a half year of participation in Minerva by July 2015, staff will be able to anticipate potential staffing requirements for FY 2016 and beyond.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Freeport Community Library	Number of Childrens' Programs Conducted	600	600	600	495	209
	Number of Children Attending the Childrens' Programs	6,500	6,500	6,500	5,500	2,404
	Children's Summer Reading Program	N/A	N/A	N/A	N/A	350
	Interlibrary Loans Received from Other Libraries	230	240	250	245	536

Budget

Freeport Community Library	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	241,345	259,410	316,286	316,286	336,340
Contracted Services	39,584	31,643	37,640	38,890	47,640
Special Projects	49,295				
Supplies	5,124	55,494	59,000	59,000	59,000
Total	335,348	346,547	412,926	414,176	442,980

Community Cable Television

Department Overview

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

Major Accomplishments for FY 2013 and FY 2014

During FY 2014 the Cable Television Department upgraded all wireless microphones. This has ensured better sound quality with no interference. The cost of the project was $20,000, and this was completed as a supplemental appropriation after the capital appropriation had been complete, as the change was not predicted. Fortunately, the Cable Television Department capital budget is funded via franchise fees from Comcast. Comcast remits five percent of all cable television fees to the Town as part of a franchise fee; this totals approximately $80,000 annually and is placed into the reserve. In the FY 2014 budget, $65,000 will be transferred into the general fund to offset the cable television operating budget, and in FY 2015, this amount has dropped to $55,000 as the Cable Television Department proposes a $32,000 capital program.

During FY 2014 the Department purchased a digital multitrack recording board. This new board offers superior audio in remote productions by allowing the staff to record each microphone independently.

FY 2015 Goals and Objectives

The Cable Television Department plans to spend $15,000 of its $30,000 municipal appropriation on a new switching machine. The switcher is a large panel in the cable television office that switches the six cameras located in the Council chambers. The current machine is 200 hours from the end of its useful life, and the department wants to be proactive in its replacement of this important piece of equipment. The new machine will offer easier access to functions during use and use less electricity.

The Department has budgeted its other $15,000 and will be replacing the projector in the Council chambers. The current projector is approximately ten years old and is incompatible with many new computers. Presenters are unable to use it, and it only interfaces with old staff computers. In addition, the Council chambers screen is patched together; the Cable Television Director will be replacing this old screen as well. This will enable the Town to appear more professional during public presentations as the new equipment will offer better audio and video quality.

The Department will begin to change over to a newer technology in its remote production vehicle. This new technology is intended to provide a better picture and audio quality. The Cable Television Department has been broadcasting many local events such as sports, and would like to do a more professional job with higher quality outputs.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Cable Television	Number of Meetings Produced	71	58	51	52	67
	Number of Meetings Posted on Video-on-Demand	N/A	N/A	45	46	59
	Average Number of Meetings Viewed Online Per Month	N/A	N/A	65	53	65
	Average Number of Hours Viewed Per Month on VOD	N/A	N/A	115	23	31

It is notable that the RSU began recording and cablecasting their own meetings during FY 2010; this is the reason for the decline in production figures. In addition, the video-on-demand statistics are not applicable for FY 2009 and FY 2010 because the Town Council appropriated the funds for this project for FY 2011. It is notable that the "Average Number of Hours Viewed per Month on VOD" declined from FY 2011 to FY 2012; this was expected as people became more familiar with the VOD system and more meetings are indexed. This enables people to find their desired section with the click of a mouse instead of having to search through many portions of a meeting.

Budget

Cable TV	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	56,912	60,581	60,173	60,173	61,040
Contracted Services	2,673	6,444	8,890	8,890	8,890
Special Projects	-	4,788	4,800	4,800	4,800
Supplies	11,712	1,184	3,000	3,000	3,000
Total	71,298	72,998	76,863	76,863	77,730

Protection and Enforcement

Police Department

Department Overview

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

Photo Courtesy Town Staff

Major Accomplishments for FY 2013 and FY 2014

At the end of the FY 2013 the Police Department began it first K-9 program. In November 2014, Officer Moorhouse and K-9 Cassie successfully completed the first phase of their training. This first phase of training certifies the K-9 to conduct building searches, tracking of people and apprehension. In the spring of 2014, the K-9 team will begin training for locating illegal drugs.

During the FY 2014 period, the Police Department received grant funds from the Bureau of Highway Safety to conduct a variety of programs to promote occupant safety and safer highways. The department used these funds to conduct a series of seat enforcement or seat belt enforcement details.

The Police Department also received other funds to prevent underage drinking. The department uses these funds to conduct compliance checks on retail stores and restaurants to assure they are properly checking ID's and not selling to underage individuals. Other portions of the funds are used for educational purposes.

FY 2015 Goals and Objectives

The Department looks forward to the second phase of K9 training with a focus on drug detection with primary focus on cocaine, ecstasy, methamphetamine, and heroin. This will entail weekly training with the United States Police Canine Association in Windham, Maine. This training will take approximately four months, and once Cassie has obtained her certification, she will be eligible to complete drug searches when needed by Freeport and surrounding towns. This will blend with her present training of training and suspect apprehension.

The Department will continue to use grant funds from various resources on the Federal and State Bureaus of Highway Safety to conduct traffic safety programs such as speed enforcement and seatbelt compliance issues.

The Department will continue its underage drinking and business identification verification program to ensure that local establishments will not be selling alcohol to minors. Last year, the department cited several violations and plans to double-check that these establishments are not repeat offenders.

Photo Courtesy Paul Cunningham

Performance Measures

		CY 2009	CY 2010	CY 2011	CY 2012	CY 2013
Police Department	Calls Answered	8,457	12,500	9,311	10,434	10,293
	Number of Arrests	225	230	263	276	238
	Motor Vehicle Accidents	248	250	288	278	284
	Traffic Summonses-Fiscal Year	1,602	1,725	1,996	2,560	2,724

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

Budget

Police	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	801,830	877,419	885,686	921,686	977,710
Contracted Services	67,762	136,081	126,015	127,040	134,600
Special Projects	24,305	33,226	33,800	32,000	-
Supplies	52,063	11,449	10,900	11,600	11,400
Total	945,960	1,058,175	1,056,401	1,092,326	1,123,710

Special Enforcement	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	46,479	46,923	46,956	46,956	47,752
Contracted Services	5,358	5,539	7,820	8,020	6,820
Special Projects					
Supplies	126	303	300	300	300
Total	51,963	52,765	55,076	55,276	54,872

Public Safety Reception	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	16,686	27,050	27,330	27,330	27,632
Contracted Services	18,993	15,675	22,180	19,000	19,000
Special Projects	123,600	127,308	131,127	131,127	135,061
Supplies	-	13	250	600	250
Total	159,279	170,046	180,887	178,057	181,943

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

Fire and Rescue Department

Department Overview

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

Photo Courtesy Town Staff

Major Accomplishments for FY 2013 and FY 2014

The Fire and Rescue Department have been working diligently and began emergency rescue billing for the Cities of Saco and Biddeford during FY 2013, and were successful in winning the Town of New Gloucester billing service; the annual revenue generated from this new program is 3.25 percent of the amount collected on behalf of the two cities. As of June 30th, 2014, the program is on track to generate approximately $80,000 annually, which is almost double the original estimate of $45,000.

This past year through the capital plan the Department was able to purchase five Physio-Control Lifepak 15 Cardiac monitors, or one for each ambulance. This purchase allowed for standardization of equipment and increased the responders' ability to provide increased patient monitoring capabilities. This equipment allows for a wider field of treatment regimen from its diagnostic ability. This includes the ability to access carbon monoxide levels in patients exposed to symptoms. All the Department members were trained in the use of this equipment according to their EMS License Level as well as non-licensed personnel to assist the licensed EMS (emergency medical services) providers.

The Department continues to expand the capacity of public access CPR (cardio-pulmonary resuscitation) and promoting AED (automatic external defibrillator) placement throughout the town. Currently staff are looking for other community support in donations, grants to purchase and place AED machines as well as provide the necessary training to businesses, interested parties, civic groups to expand our "Heart Safe Community" designation.

Freeport and neighboring Yarmouth firefighters erect a flag over Main Street honoring those lost on 9/11/2001
Photo Courtesy Paul Cunningham

In October of 2013, the Fire/Rescue Department hosted a fire prevention open house during Fire Prevention Week which was attended by approximately 350 individuals. Staff promoted the open house through the schools Kindergarten through grade five programs and with printed media methods. The purpose of the open house was to introduce the children to the Fire and Rescue Department, show them the equipment that is used in the fire and rescue service, and educate them on fire prevention. This year staff expanded the program to include Allied Health information from the areas hospitals, and community businesses participated with product information related to safety for the home and Family. Our Police Department was an active participant with child finger printing and the newest addition to the force K-9 Cassie. We took the additional step to include a visit to the open house by Town employees for wellness credits by visiting five displays to learn about fire safety and use of a fire extinguisher. Plans are under way to repeat this worthwhile event this coming fall.

The Fire and Rescue Department reduced its ISO (Insurance Services Office) rating from a class 4 to a 3 in the areas of Town that include fire hydrants (downtown, South Freeport, and US Route 1 South), and in the rural areas without hydrants, the Town went from a class 9 to a class 4. The Department put together a plan that included mutual aid with surrounding towns, enhanced training, and passed an insurance evaluation test from the Insurance Services Office which is a national fire-grading organization. This has begun saving the average homeowner of a $250,000 home approximately $200 per year in homeowners insurance.

FY 2015 Goals and Objectives

During FY 2015 the capital program includes the purchase of the third ambulance from the five-year/six-town ambulance bid package that began in October of 2011 followed by a fourth in FY16 as seen on the capital program. These ambulances have improved safety seating and compartments in the rear to allow for the care attendant to stay seated and belted while in motion.

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

The Town's capital program calls for a "voter system" upgrade, or the installation of a system in the areas of Town near South Freeport that include radio "dead spots". There are several spots in the South Freeport area that have so much ledge that this precludes public safety employees from communicating via radio. This is a safety concern, and there is $50,000 in the FY 2015 budget to remedy this problem.

The Town's capital program includes $28,000 for four new self-contained breathing apparatus for each of the primary rescue units. This will enable staff in rescue units to respond to difficult breathing situations such as carbon monoxide, car accidents, and other compromised situations. Historically, the rescue units have had to wait for a fire engine to respond in order to enter these situations. This will enhance response times and the Department's ability to respond regardless of which vehicles are in the station.

The Department has convened a focus group of employees to study the large engine replacement capital need for FY 2016. The focus group will analyze the Town's needs regarding firefighting apparatus, and make a recommendation to the Town Manager and Town Council in the upcoming budget cycle for this major purchase budgeted to be $750,000.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Fire and Rescue Departments	Structure Fire Responses	39	48	36	24	27
	Patients Transported	740	647	715	783	767
	Emergency Bills Issued	740	647	715	783	767

Budget

Fire	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	284,758	366,574	386,781	386,781	408,160
Contracted Services	59,863	77,153	72,555	69,555	69,555
Special Projects	2,143			-	-
Supplies	18,396	24,212	16,400	20,400	32,400
Total	365,160	467,939	475,736	476,736	510,115

Rescue	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	266,965	259,367	257,163	257,163	260,430
Contracted Services	33,323	53,728	51,830	52,430	50,630
Special Projects				-	-
Supplies	33,098	25,959	24,500	26,500	33,500
Total	333,386	339,054	333,493	336,093	344,560

Public Works/Solid Waste

Public Works Department

Department Overview

The Public Works Department is comprised of a superintendant, crew leader, eight equipment operators and one mechanic; the FY 2014 budget introduced a half-time assistant into the budget in order to allow the Superintendent to work in the field and keep the office open to the public and others needing to conduct business with the Department. During FY 2012, the long-time public works director retired; staff recognized that this was an opportunity to restructure the Department in order to make the operations more efficient and save money in addition. The Town engineer took responsibility of supervising the Department; the new structure has been working very well.

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

Major Accomplishments for FY 2013 and FY 2014

The Town purchased a second sidewalk machine (split between the public works and TIF reserves) which has allowed the Public Works Department to plow the downtown sidewalks in half of the regular time; this has now been cut to a half-day project which improves pedestrian safety and assists downtown businesses return to work.

The Town has been working very hard to improve the efficiency of its tree-trimming operation. Historically, the Town has used pole and chain saws. During FY 2014 the Public Works Department rented a flail mower machine which was highly efficient for the department's mission of tree-pruning, but was very unpopular among residents because it left a rough and messy-looking finish on the trees. Public works has sufficient fund balance in its capital equipment line item that the department will be investing in a hydraulic shear machine which will not be as fast and efficient, but will look much more aesthetically pleasing when the trimming process is complete. This will be done during the spring of 2014.

The Public Works Department reconstructed approximately 1,800 feet of the West Street during the summer of 2013. This project was approved in a prior year, but was delayed due to the Flying Point

Flying Point Road reconstruction project which was funded 50% from the MPI program-public works completed much of the excavation
Photo Courtesy Town Staff

Road reconstruction project which received 50 percent of its funding from the Maine DOT and needed to be done in a timely fashion. When West Street was done, the street was funded through the reserve fund and capital plan, and the sidewalks were funded through the Destination Freeport TIF fund. This saved time and money for both funds. The Public Works Department completed all of the road grading and drainage construction, which left only the paving and granite curb installation for local contractors. The department is proud of that accomplishment.

FY 2015 Goals and Objectives

The Public Works Department superintendent is encouraging his employees to earn a "Roads Scholars Certificate" which is granted by the Maine Department of Transportation Local Roads Center. This program allows employees to take class and exams on public works topics such as road design, drainage, erosion control, snow plowing, and other pertinent topics. His goal is to have all employees certified in this course. This may take a few years due to staffing needs and other scheduling items.

The Department has included $1 million plus $300,000 for the a full reconstruction plus addition of three-foot shoulders on Wardtown Road (Route 125). These figures are listed separately because the $1 million will be split with the Maine Department of Transportation through the Municipal Partnership Initiative program, but the $300,000 for the three-foot shoulders will be totally locally funded. The length of this project is 2.49 miles, from the end of Griffin Road to the intersection with Grant and Lunt Roads. This road project will improve the safety of the road, as the current condition of the road is in bad disrepair. This project will be complete by June 30th, 2015.

Performance Measures

Public Works Roads Program		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
	Inches of Snow Plowed	95	52	101	54	97
	Yards of Road Salt Used	1,682	949	1,500	1,350	1,702
	Yards of Sand Used	2,000	1,400	1,700	800	908
	Gallons of Liquid Calcium Chloride Applied	3,342	2,700	2,800	7,400	4,150

It is notable that the reader can see a decline in road surface treatment as the Town has begun to use less, as pretreating the roads is not always as effective as previously thought.

Budget

Public Works General	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	509,258	574,614	574,670	574,670	591,494
Contracted Services	64,471	141,576	161,100	170,778	167,850
Special Projects					
Supplies	99,794	22,495	23,500	22,630	24,000
Total	673,523	738,685	759,270	768,078	783,344

Public Works Summer Roads	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel					
Contracted Services	15,662	16,020	22,000	21,000	22,000
Special Projects	451,553	331,169	566,600	681,100	466,600
Supplies	135,735	98,406	129,900	128,200	129,900
Total	602,951	445,596	718,500	830,300	618,500

Public Works Winter Roads	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel					
Contracted Services					
Special Projects					
Supplies	131,472	134,867	153,000	155,000	155,000
Total	131,472	134,867	153,000	155,000	155,000

Public Works Tree & Park	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel					
Contracted Services	1,939	2,290	12,000	12,000	12,000
Special Projects					
Supplies	1,054	3,359	3,500	3,200	3,500
Total	2,993	5,649	15,500	15,200	15,500

Town Engineer	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	82,639	90,540	93,839	93,839	95,528
Contracted Services	1,723	1,617	3,400	2,760	3,400
Special Projects	9,253	23,221	20,400	23,500	20,400
Supplies	341	40	300	250	300
Total	93,956	115,418	117,939	120,349	119,628

HRF Fields Maintenance	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel					
Contracted Services	-		118,257	110,857	129,302
Special Projects					
Supplies					
Total	-	-	118,257	110,857	129,302

Solid Waste and Recycling Center

Department Overview

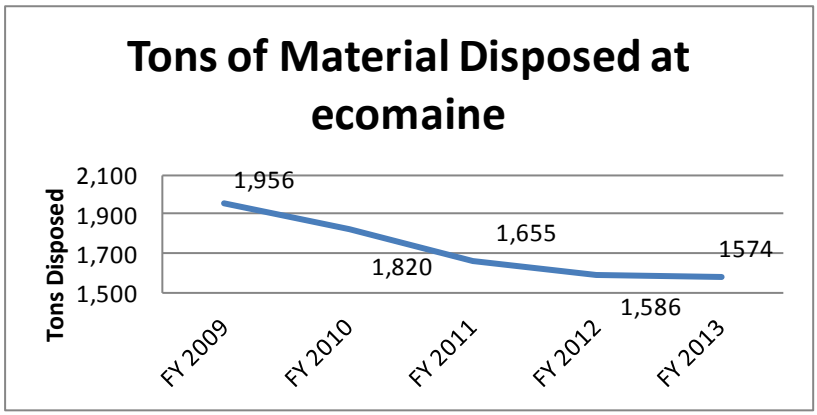
The Solid Waste/Recycling Department consists of the facility manger, two full-time, and several part-time employees under the supervision of the Town engineer. The primary role of the department is the operation of the recycling center/transfer station on Hedgehog Mountain Road, and the operation of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

Major Accomplishments for FY 2013 and FY 2014

The Recycling Committee implemented a voucher program for residents to dispose of household hazardous waste at a licensed facility in Portland called Riverside Recycling Center. The voucher program will give residents a $20 credit toward the cost of disposal at Riverside in order to encourage proper disposal of this material and remove it from the regular waste stream. Examples of hazardous materials include oil-based paint, pesticides, and insecticides. This program was implemented during FY 2013. This program was started to replace holding a special hazardous household waste event sponsored by the Town which would have cost more than $10,000. The Town has offered 100 coupons, and it is expected that by end of the year all will be used. Each coupon is worth $20; the $8,000 saving directly impacts the operating budget. This will continue into FY 2015.

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

The recycling manager has started a program where the Town encourages school children to recycle and complete the "garbage to gardens" program. This is a $1,000 investment the Town will make in the local elementary Mast Landing School; the goal is to encourage the children to compost their food into garden fertilizer. The Town will make the investment for the first year, and the school is responsible for the subsequent four years commitment to the program.



FY 2015 Goals and Objectives

The swap-shop roof and improvements will likely encourage more responsible use of the facility. In its current state it is dark and unwelcoming to the public and staff. Staff proposes to paint, organize, and roof the building. This should encourage the Recycling Committee and public to utilize that facility more. The swap-shop allows people to leave items for trade instead of throwing them away.

Performance Measures

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Solid Waste Department	Tons of Material Recycled in Silver Bullets	469	455	432	457	443
	Tons of Material Disposed at ecomaine	1,956	1,820	1,655	1,586	1,574
	Percent of Waste Recycled	27	27	29	30	33
	Tons Recycled by Pinetree	N/A	N/A	N/A	N/A	123
	Tons of Recyclables Brought to the Recycling Center	N/A	N/A	N/A	211	206
	Visits to the Recycling Center for Household Clean-Up Wee	N/A	450	450	505	664
	Tons of Electronic/Universal Waste Recycled	N/A	29	30	19	22

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

In addition, it is notable that the amount recycled by hauler Pine Tree Waste is included this year; many residents have this outside contractor collect their trash and recycling (this is not a service the Town provides), and Pine Tree reports their recycling figures back to the Town.

Budget

Solid Waste/Recycling	2012 Actual	2013 Actual	FY 2014 Budget	FY 2014 Projected	FY 2015 Budget
Personnel	105,343	98,780	103,940	103,840	108,116
Contracted Services	279,265	279,760	323,800	278,000	290,300
Special Projects					
Supplies	12,595	8,968	9,750	9,710	10,000
Total	397,202	387,508	437,490	391,550	408,416

One of the six ecomaine silver bullet "Recycling is a Work of Art" contest winners for 2012 shown on location at the newest Freeport recycling drop-off location on Hunter Road. This silver bullet was painted by Freeport's Sebastian Meade.

Photo Courtesy Town Staff

THE WINSLOW PARK FUND

Photo Courtesy Town Staff

The Winslow Park Special Revenue Fund

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

Major Accomplishments for FY 2013 and FY 2014
During FY 2014, the Park staff's focus returned to maintenance and upgrades after three years of serious infrastructure construction. Over the past summer, ventilation and lighting issues were addressed by installing automatic motion sensors controlling both the vents and the lights. This has helped to assure that the ventilation fans run for a proper amounts of time to adequately suit the buildings and that the lights remained on only when needed.
Drainage work continued on the waterfront and field with gravel and drainage stone being brought in and more drain trenches installed to keep the water flowing properly, campsites dry, and diverting water from at-risk erosion areas. Drainage and flooding have been a long running issue at the Park and is expected it to be something that the Park staff continuously upgrade and repair year-to-year.

New fuel and flammable storage units were purchased and installed in the staff shop along with a new propane heating system to replace the very inefficient electric heaters being used previously. The shop's attic was also insulated to increase efficiency. This has allowed staff to get a jump start on tool, vehicle, and mechanical maintenance over the cold months.
The Park purchased and planted approximately two dozen trees and large shrubs over the summer and planted them in various locations where we have lost trees in storms recently, or to provide better barriers between sites. The trees purchased were of a wide variety to avoid issues with certain pests and diseases that have done serious damage to certain species over recent years. Staff plans on continuing to plant more shrubs and replace those that didn't make it along the shore line to add erosion protection, while also keeping human and animal traffic off the banks. A new set of stairs was also installed off the Harb Cottage Pier to provide access to the rocky shore and small beach to avoid visitors climbing up and down the bank.

During the fall staff installed a new fence in addition to refinishing the walkway and full cleaning of overgrown garden beds at Harb Cottage. Staff plans on continuing this in the spring with new plants in the beds and along the fence and another thorough cleaning of the landscaping to bring it back to its former self. Repairs to the farmhouse included continuing with floor and wall painting while repairs to a rotted back deck have been put off in order to get a more in depth

estimate of all the work needed. Staff is currently deciding whether or not to do all of the work at once in order to reduce costs.

FY 2015 Goals and Objectives

The Park commission is currently discussing upgrades to the playground and have all agreed that this is something that money should be allotted for in the coming year. Ideas have ranged from new, classic style playground equipment to structures similar to our recently installed boat and climbing walls.

Harb Cottage will see an increase in vegetation and garden space as staff continues to spruce up the overgrown beds and add a greener perimeter to coincide with the recently installed cedar split rail fence. Repairs to the basement laundry room to make it a more functional and aesthetically pleasing space are also planned.

Park staff have already priced and ordered materials to replace the last "old" staircase down to the water to provide access to the shore without disturbing the bank. This last replacement would mean that all five access stairways are new within the last 3 years along with the new paved beach entrance walkway.

The addition of laundry machines has also been discussed and once the water lines are turned back on Park staff will begin testing water and septic lines from the old bathhouse and replacing necessary components to make this a possibility.

Performance Measures

		Calendar Year				
		2009	**2010**	**2011**	**2012**	**2013**
Winslow Park	**Family Season Passes**	315	320	435	460	484
	Daily Visitors	13,752	18,150	23,900	23,994	23,292

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

Budget

The Park's historic fund balance is shown from FY 2008 through the June 30th, 2015 budget in addition to a more detailed revenue and expenditure report. It is notable that during the FY 2011 and 2012 fiscal years, the Park underwent a large-scale (approximately $240,000) erosion control project. This is the reason for the decline in fund balance during those two fiscal years.

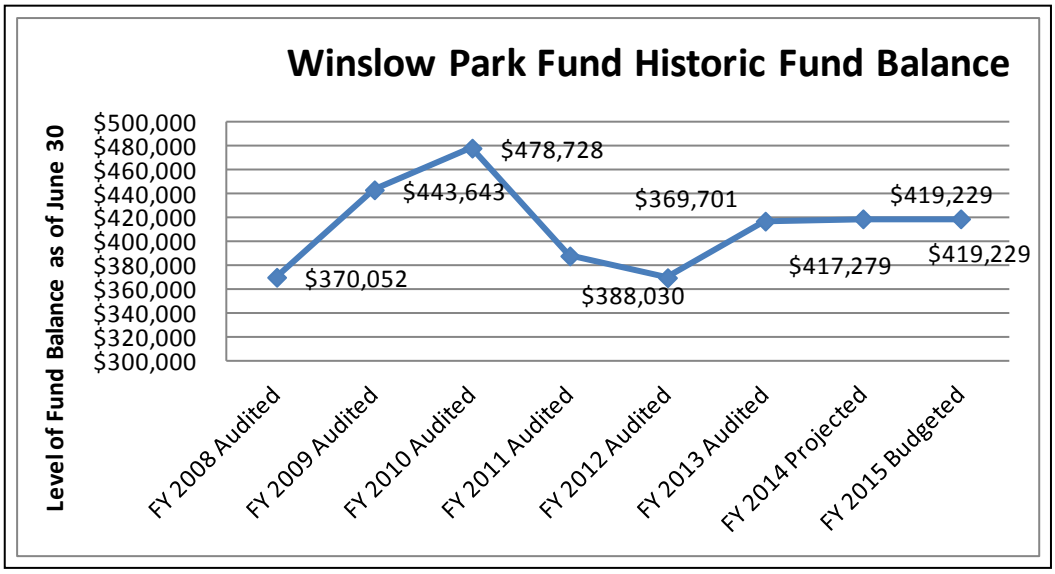
Winslow Park								
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Audited	FY 2014 Projected	FY 2015 Budgeted
Beginning Balance	$ 364,694	$ 370,052	$ 443,643	$ 478,728	$ 388,030	$ 369,701	$ 417,279	$ 419,229
Revenue	$ 277,023	$ 260,891	$ 248,422	$ 288,068	$ 278,834	$ 273,639	$ 258,500	$ 260,230
Expenditures	$ 271,665	$ 187,300	$ 213,337	$ 378,766	$ 297,163	$ 226,061	$ 256,550	$ 260,230
Other Sources/(Uses)								
Ending Balance	$ 370,052	$ 443,643	$ 478,728	$ 388,030	$ 369,701	$ 417,279	$ 419,229	$ 419,229
Change in Fund Balance	$ 5,358	$ 73,591	$ 35,085	$ (90,698)	$ (18,329)	$ 47,578	$ 1,950	$ -

Town of Freeport
Summary of Revenues and Expenditures-Winslow Park Fund

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budgeted FY 2015	Increase (Decrease)	% Change
Beginning Fund Balance	$ 443,643	$ 478,729	$ 388,031	$ 369,702	$ 417,280	$ 419,230	$1,950	0.47%
Revenues								
Taxes								
Licenses, Permits, and Fees	$ 248,422	$ 288,068	$ 278,834	$ 273,639	$ 258,500	$ 260,230	$1,730	0.67%
Intergovernmental								
Charges for Service								
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	$ 248,422	$ 288,068	$ 278,834	$ 273,639	$ 258,500	$ 260,230	$1,730	0.67%
Expenditures								
General Government								
Public Safety								
Public Works								
Community Services	$ 213,336	$ 378,766	$ 297,163	$ 226,061	$ 256,550	$ 260,230	$3,680	1.43%
Education								
Insurance and Fringe Benefits								
Unclassified								
Debt Service								
Total Expenditures	$ 213,336	$ 378,766	$ 297,163	$ 226,061	$ 256,550	$ 260,230	$3,680	1.43%
Other Financing Sources/(Uses)								
Change in Fund Balance	$ 35,086	$ (90,698)	$ (18,329)	$ 47,578	$ 1,950	$ -		
Ending Fund Balance	$ 478,729	$ 388,031	$ 369,702	$ 417,280	$ 419,230	$ 419,230	$0	0.00%

As seen in the above table, the Winslow Park fund's fund balance has historically increased annually, and declines are normally attributable to a large-scale capital project such as the erosion control project or bathroom renovations as in during FY 2012. The chart to the right is a graphic representation of the ending fund balances shown above. Below is the FY 2015 as passed by the Town council, and above is a basic revenue and expenditure worksheet showing the changes in fund balance from FY 2018-FY 2015 budget.

While the table above shows the FY 2010-FY 2015 actual (or budget) figures and fund balance computations, the table below shows the fund balance computations for the Fund since FY 2008. The natural increase in fund



balance due to the inherent profitability in the Winslow Park operations is shown until the erosion control project began in FY 2011. During FY 2012, the Winslow Park commission approved $40,000 for bathroom and shower renovations and another $9,000 for farmhouse painting. It is likely that the FY 2013 fund balance will increase due to the large erosion control and bathroom renovation projects being complete. It is likely that FY 2014 will show an increase in fund balance.

Winslow Park	2012 Actual	2013 Actual	2014 Projection	2015 Budget
Personnel	105,699	122,086	132,200	133,230
Contracted Services	46,197	57,100	69,471	71,600
Special Projects	114,354	31,955	37,000	37,000
Supplies	30,913	14,920	17,350	18,400
Total	297,163	226,061	256,021	260,230

DESTINATION FREEPORT TAX INCREMENT FINANCING DISTRICT FUND

Photo Courtesy Berenson Associates

The Destination Freeport TIF Special Revenue Fund

Fund Overview
The Destination Freeport Tax Increment Financing Fund was created in 1999 t o improve infrastructure in the downtown commercial area of Freeport. The Village was experiencing a large increase in lodging accommodations, and the Town felt it necessary to enhance the infrastructure and facilities in the downtown area. The idea was that Freeport was becoming a destination in Maine, as opposed to a daytime shopping location. People were now coming from all over the country to visit Freeport and stay overnight. The original TIF agreement with the State's Department of Economic and Community Development was a ten-year agreement. Since that time, however, the TIF has been extended twice, and the new expiration year is 2029. The TIF "cap", or the amount of property value to be "captured" and placed into the TIF account has increased to $17 million annually. This is currently generating $269,450 in annual increment, or TIF property tax revenue.

Major Accomplishments for FY 2013 and FY 2014
Over the past two years, the TIF funds have mainly been used for sidewalk improvements in Main Street and surrounding eligible streets in the downtown area. However, an interesting development in the Destination Freeport TIF district is that the Town Council shifted its contribution to the Town's economic development agencies (Chamber of Commerce and Freeport Economic Development Corporation) from the general fund (for FEDC) to the TIF fund. This is an eligible expense, and the Council felt it was more appropriate to expend funds on economic development from the TIF district fund.

FY 2015 Goals and Objectives
The TIF fund is not a "department" as there are in other funds, so goals and objectives will be listed as the projects to be completed. The fund will be funding economic development during FY 2015 in addition to a resurfacing of the public parking lot at the train station. In addition, the Town engineer plans on replacing two sidewalks in the downtown with TIF increment during FY 2015. These include the East side of Main Street North of the Village Station, and School Street from Main Street to the first driveway.

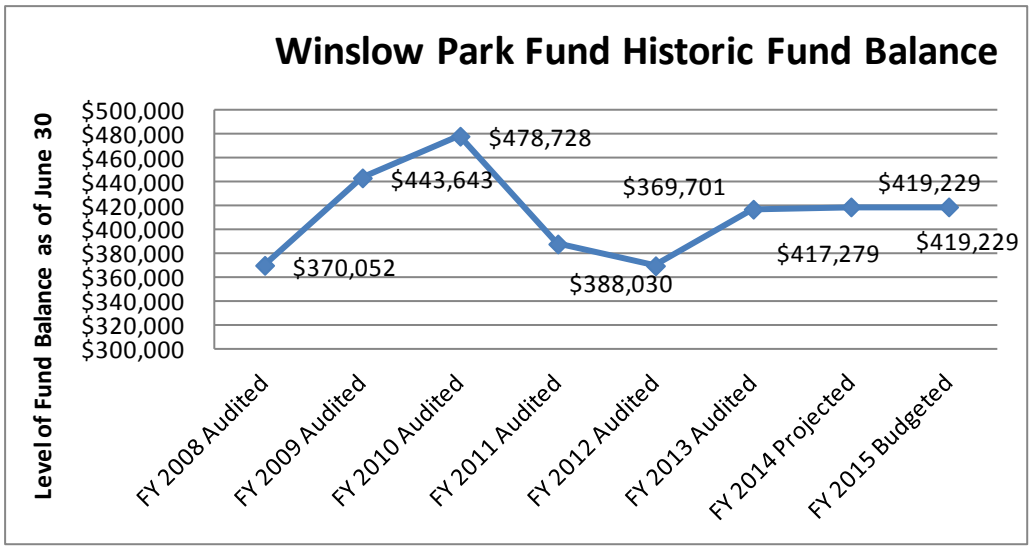
Performance Measures
While the Destination Freeport TIF fund increment is used each year to improve the downtown area and promote economic development Townwide, it would not be appropriate to list performance measures for the TIF fund. The fund does not have any dedicated employees, and the economic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

Budget

The Destination Freeport five year TIF program budget was adopted by the Town Council on April 15th, 2014, and the budget is scheduled to be adopted on June 17th, 2014. The budget includes sidewalk improvements, public parking paving, economic development contributions, and a $20,000 credit enhancement payment to the developer of the Nordica Theatre project. The TIF fund's fund balance would not be benchmarked as other special revenue funds, as it routinely contains capital projects of different sizes. A fund balance comparison from FY 2008-FY 2015 budgeted is included here for reference, but the fluctuation is always due to the size of the capital projects in the fund. It is notable that the FY 2015 budget includes a budgeted increase in fund balance of $78,000; this is due in part to the small capital improvements plan in the fund relative to the tax increment for the upcoming year.

Destination Freeport TIF Fund								
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Audited	FY 2014 Projected	FY 2015 Budgeted
Beginning Balance	$ 264,619	$ 264,712	$ 271,438	$ 227,286	$ 199,188	$ 243,978	$ 170,891	$ 174,341
Revenue	$ 143,374	$ 145,543	$ 145,543	$ 172,939	$ 258,400	$ 262,650	$ 269,450	$ 281,350
Expenditures	$ 143,281	$ 138,817	$ 189,695	$ 201,037	$ 213,610	$ 335,737	$ 266,000	$ 247,000
Other Sources/(Uses)								
Ending Balance	$ 264,712	$ 271,438	$ 227,286	$ 199,188	$ 243,978	$ 170,891	$ 174,341	$ 208,691
Change in Fund Balance	$ 93	$ 6,726	$ (44,152)	$ (28,098)	$ 44,790	$ (73,087)	$ 3,450	$ 34,350

The Destination Freeport TIF District's historic fund balance is shown at the right; the District generates approximately $270,000 annually and those funds are spent on downtown infrastructure and economic development projects ranging from sidewalks, paving, snow and sand removal equipment, and the Freeport Economic Development Corporation economic development nonprofit agency.



Town of Freeport
Summary of Revenues and Expenditures-Destination Freeport TIF Fund

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budgeted FY 2015	Increase (Decrease)	% Change
Beginning Fund Balance	$ 271,438	$ 227,286	$ 199,188	$ 243,978	$ 170,891	$ 174,341	$3,450	2.02%
Revenues								
Taxes	$ 145,543	$ 172,939	$ 258,400	$ 262,650	$ 269,450	$ 281,350	$11,900	4.42%
Licenses, Permits, and Fees								
Intergovernmental								
Charges for Service								
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	$ 145,543	$ 172,939	$ 258,400	$ 262,650	$ 269,450	$ 281,350	$11,900	4.42%
Expenditures								
General Government								
Public Safety								
Public Works								
Community Services								
Education								
Insurance and Fringe Benefits								
Unclassified	$ 189,695	$ 201,037	$ 213,610	$ 335,737	$ 266,000	$ 247,000	-$19,000	-7.14%
Debt Service								
Total Expenditures	$ 189,695	$ 201,037	$ 213,610	$ 335,737	$ 266,000	$ 247,000	-$19,000	-7.14%
Other Financing Sources/(Uses)								
Change in Fund Balance	$ (44,152)	$ (28,098)	$ 44,790	$ (73,087)	$ 3,450	$ 34,350	$30,900	
Ending Fund Balance	$ 227,286	$ 199,188	$ 243,978	$ 170,891	$ 174,341	$ 208,691	$34,350	19.70%

Note: The reason the Destination Freeport fund shows a Projection FY 2012 instead of a Budget for FY 2012 is that the Town converted this fund from a calendar year to a fiscal year for the FY 2013 budgeting process. The prior years are on a fiscal year because of the Town's financial reporting cycle.

The next table below shows the Destination Freeport's FY 2014 capital budget for a reference point in addition to the FY 2015-FY 2019 adopted five year program (planning document). While the appropriation for the budget has not yet been done, the intention is that the first year of the five-year program document becomes the appropriation and budget for the fiscal year. It is notable that in addition to the capital items in this fund, there are also approximately $40,000 in a downtown cleaning and maintenance contract to a local contractor for keeping the downtown clean and tidy.

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Sidewalk Improvements-Main St. East, North of Village Station	20,000	20,000	20,000
2	Sidewalk Improvements - School Street, Main Street to First Driveway	22,000	22,000	22,000
3	Theater Payment	20,000	20,000	20,000
4	Parking Management Plan	25,000	-	
5	Railroad Platform Parking Lot Paving-Moved to Destination Freeport TIF	-	45,000	45,000
6	Freeport Economic Development Corporation	95,000	95,000	95,000
7	Operating Expenditure-Rubbish Collection/Downtown Beautification	45,000	45,000	45,000
	Total FY 2015	227,000	247,000	247,000

DESTINATION TIF VILLAGE IMPROVEMENTS
FY 2015 BUDGET and FIVE-YEAR CAPITAL PROGRAM

FY 2014 Adopted

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

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Sidewalk Improvements-Main St. East, North of Village Station	20,000	20,000	20,000
2	Sidewalk Improvements - School Street, Main Street to First Driveway	22,000	22,000	22,000
3	Theater Payment	20,000	20,000	20,000
4	Parking Management Plan	25,000	-	
5	Railroad Platform Parking Lot Paving-Moved to Destination Freeport TIF	-	45,000	45,000
6	Freeport Economic Development Corporation	95,000	95,000	95,000
7	Operating Expenditure-Rubbish Collection/Downtown Beautification	45,000	45,000	45,000
	Total FY 2015	227,000	247,000	247,000
	FY 2016			
1	Sidewalk Improvements - Main St East side, Bow St to Mechanic St	40,000	40,000	
2	Theater Payment	20,000	20,000	
3	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2016	155,000	155,000	-
	FY 2017			
1	Sidewalk Improvements-Mechanic Street North Side	25,000	25,000	
2	Sidewalk Improvements - Main Street east, Part of Mill Street to Bow Street	100,000	100,000	
3	Theater Payment	20,000	20,000	
4	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2017	240,000	240,000	-
	FY 2018			
1	Sidewalk Improvements - Main St, East side, West St. to Town Hall Dr	35,000	35,000	
2	Sidewalk-Main St West St to Holbrook St	84,000	84,000	
3	Sidewalk Improvements - Bow Street, from Main Street east for 100'	22,000	22,000	
4	Theater Payment	20,000	20,000	
5	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2018	256,000	256,000	-
	FY 2019			
1	Sidewalk Improvements - Brick Repairs	45,000	45,000	
2	Theater Payment	20,000	20,000	
3	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2019	160,000	160,000	-

TIF Funds Available:	
Unobligated Balance 6/30/13	$ 170,891
FY 2014 Projects	$ (100,000)
Theater Payment	$ (20,000)
Economic Development	$ (105,000)
Property Taxes Raised FY14	$ 269,450
Funds Committed for Maintenance Contract FY 2014	$ (41,000)
Available 07/01/2014	$ 174,341

NON-EMERGENCY TRANSPORT FUND

Photo Courtesy Paul Cunningham

The Nonemergency Transport Enterprise Fund

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

Major Accomplishments for FY 2013 and FY 2014
During FY 2012 and 2013, the Fire and Fire and Rescue Department recognized that the fund was losing equity, and made a conscious effort to increase the scope of the billing services. The Fire and Rescue Department bid on emergency billing for several other towns, and as of the writing of this budget, won two of the larger cities of Saco and Biddeford, with 2,600 and 3,200 runs respectively. The billing duties began on July 1st, 2012, and while the transition was quite a lot of work and data entry, the program has been successful and is estimated to generate $45,000 in fees from bills collected at the 3.2 percent collection rate. The Town will continue to monitor the program and has included a full-time employee in the FY 2015 budget; this can be seen in the increase in salaries, health insurance, and pension contributions in the NET fund operating budget.

In addition, during FY 2014, the fire and Fire and Rescue Department was the successful bidder in nearby New Gloucester's request for proposals for billing service. New Gloucester currently has approximately 550 bills and the Town's NET fund will receive $20 per bill generating an additional $11,000 for the fund.

FY 2015 Goals and Objectives
The Fire and Rescue Department staff has adopted the new billing duties, and the service is generating the funds to support the fund. The objective is to supplement the non-emergency transport program and the declining net assets in the NET fund. The Department staff would like to win one more billing client the size of Saco in order to generate an additional $20,000 in annual revenue. Part of that is to "modernize" the process of accept billing information online securely and finalize the online credit card service.

The Fire and Rescue Department will be working with the Town Manager and Finance Department to monitor the program throughout the year in order to ensure that the net assets continue to increase. Part of the large increase in FY 2012 was due to a transfer of $40,000 in assets (a rescue and a stretcher) to the program. Historically, the fund has transferred $45,000 to the general fund to offset wages paid in the general fund but work actually performed by employees who respond to emergency and non-emergency calls. Staff stopped those transfers for fiscal years 2011, 2012, and 2013, and while they are included in the FY 2014 and FY 2015 budgets (FY 2015 has increased to $50,000 as the cost of personnel paid through the general fund has increased), staff is closely monitoring the fiscal health of the fund.

The NET fund billing staff will become certified as ambulance billers through the online certification program during FY 2015. One clerk was certified during FY 2014, and as time and budgets permit, the other three clerks will be training during the next two fiscal years.

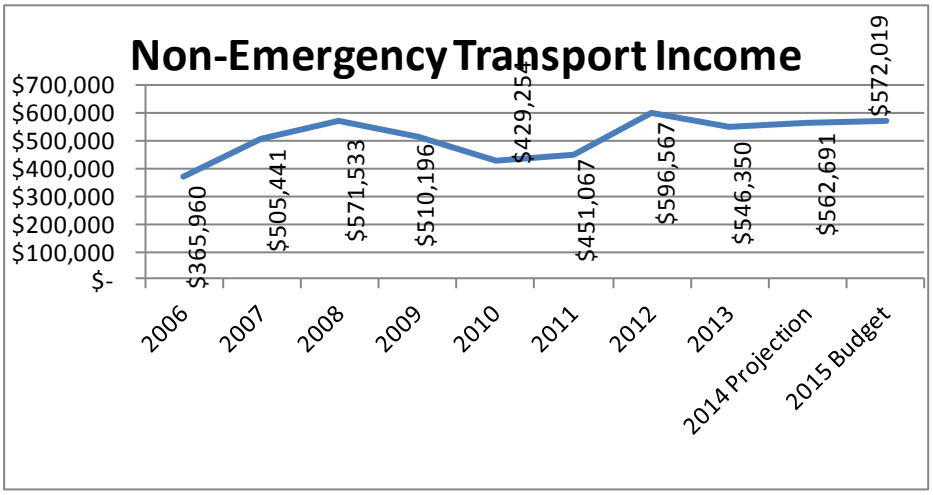
Performance Measures

Non-Emergency Transport	2009	2010	2011	2012	2013
Non-Emergency Patients Transported	1,122	1,133	1,170	1,164	1,314
Billing Service Billed Runs	2,303	2,109	2,252	7,120	7,656

Budget

NET Program	2012 Actual	2013 Actual	FY 2014 Projection	FY 2015 Budget
Personnel	407,537	472,416	451,141	455,469
Contracted Services	52,212	31,778	39,050	39,050
Special Projects	12,493	10,620	15,000	15,000
Supplies	24,246	7,404	15,500	12,500
Transfer to General Fund	-	-	45,000	50,000
Total	496,488	522,217	565,691	572,019

As mentioned above, is notable that historically, the NET fund has transferred $45,000 to the general fund to offset wages that are paid from the general fund for employees who work both emergency and non-emergency duties. Since FY 2011 however, staff stopped the transfers in order to maintain positive net assets in the NET fund. Staff included the $45,000 transfer for the FY 2014 budget and increased this figures for FY 2015 to $50,000 as the cost of personnel and other supplies paid from the general fund for use in both emergency and non-emergency programs has increased.



NET Fund	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Audited	FY 2014 Projected	FY 2015 Budgeted
Beginning Balance	$ 18,115	$ 64,457	$ 118,582	$ 54,971	$ 37,807	$ 137,887	$ 247,560	$ 244,560
Revenue	$ 471,533	$ 510,196	$ 429,254	$ 451,067	$ 556,022	$ 631,889	$ 562,691	$ 572,019
Expenditures	$ 391,646	$ 411,071	$ 447,865	$ 468,231	$ 496,487	$ 522,216	$ 520,691	$ 522,019
Other Sources/(Uses)	$ (33,545)	$ (45,000)	$ (45,000)		$ 40,545	$ -	$ (45,000)	$ (50,000)
Ending Balance	$ 64,457	$ 118,582	$ 54,971	$ 37,807	$ 137,887	$ 247,560	$ 244,560	$ 244,560
Change in Fund Balance	$ 46,342	$ 54,125	$ (63,611)	$ (17,164)	$ 100,080	$ 109,673	$ (3,000)	$ -

Town of Freeport
Summary of Revenues and Expenses-Nonemergency Transport Fund

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budgeted FY 2015	Increase (Decrease)	% Change
Beginning Net Assets	$ 118,582	$ 54,971	$ 37,811	$ 137,891	$ 247,564	$ 244,564	$ (3,000)	-1.21%
Revenues								
Taxes								
Licenses, Permits, and Fees								
Intergovernmental								
Charges for Service	$ 429,254	$ 451,067	$ 556,022	$ 631,889	$ 562,691	$ 572,019	$ 9,328	1.66%
Fees and Fines								
Unclassified								
Investment Earnings								
Total Revenues	$ 429,254	$ 451,067	$ 556,022	$ 631,889	$ 562,691	$ 572,019	$ 9,328	1.66%
Expenditures								
General Government								
Public Safety	$ 447,865	$ 468,227	$ 496,487	$ 522,216	$ 520,691	$ 522,019	$ 1,328	0.26%
Public Works								
Community Services								
Education								
Insurance and Fringe Benefits								
Unclassified								
Debt Service								
Total Expenditures	$ 447,865	$ 468,227	$ 496,487	$ 522,216	$ 520,691	$ 522,019	$ 1,328	0.26%
Other Financing Sources/(Uses)	$ (45,000)		$ 40,545		$ (45,000)	$ (50,000)		
Change in Net Assets	$ (63,611)	$ (17,160)	$ 100,080	$ 109,673	$ (3,000)	$ -		
Ending Net Assets	$ 54,971	$ 37,811	$ 137,891	$ 247,564	$ 244,564	$ 244,564	$ -	

THE CAPITAL PROJECTS FUND

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

The Capital Projects Fund

Fund Overview

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

Town of Freeport
Summary of Revenues and Expenditures-Capital Projects Fund

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budgeted FY 2015
Beginning Fund Balance	$ 1,897,284	$ 1,095,494	$ 2,887,874	$ 2,971,900	$ 2,568,698	$ 2,568,698
Revenues						
Taxes						
Licenses, Permits, and Fees						
Intergovernmental						
Charges for Service						
Fees and Fines						
Unclassified	$ 393,165		$ 800,852	$ 376,722	$ -	$ 511,500
Investment Earnings						
Total Revenues	$ 393,165	$ -	$ 800,852	$ 376,722	$ -	$ 511,500
Expenditures						
General Government						
Public Safety						
Public Works						
Community Services						
Education						
Insurance and Fringe Benefits						
Unclassified						
Capital Outlay	$ 1,197,231	$ 1,302,170	$ 4,151,716	$ 2,012,099	$ 945,100	$ 2,240,500
Debt Service						
Total Expenditures	$ 1,197,231	$ 1,302,170	$ 4,151,716	$ 2,012,099	$ 945,100	$ 2,240,500
Other Financing Sources/(Uses)	$ 2,276	$ 3,094,550	$ 3,434,890	$ 1,232,175	$ 945,100	$ 1,729,000
Change in Fund Balance	$ (801,790)	$ 1,792,380	$ 84,026	$ (403,202)	$ -	$ -
Ending Fund Balance	$ 1,095,494	$ 2,887,874	$ 2,971,900	$ 2,568,698	$ 2,568,698	$ 2,568,698

Note: The reason the Capital Projects fund shows a Projection FY 2012 instead of a Budget for FY 2012 is that the Town converted this fund from a calendar year to a fiscal year for the FY 2013 budgeting process. The prior years are on a fiscal year because of the Town's financial reporting cycle.

Capital Projects Fund								
	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Audited	FY 2014 Projected	FY 2015 Budgeted
Beginning Balance	$ 2,619,515	$ 2,813,795	$ 1,897,284	$ 1,095,494	$ 2,887,874	$ 2,971,900	$ 2,568,698	$ 2,568,698
Revenue	$ 218,946	$ 168,342	$ 393,165	$ -	$ 800,852	$ 376,722	$ -	$ 511,500
Expenditures	$ 1,928,341	$ 2,291,423	$ 1,197,231	$ 1,302,170	$ 4,151,716	$ 2,012,099	$ 945,100	$ 2,240,500
Other Sources/(Uses)	$ 1,903,675	$ 1,206,570	$ 2,276	$ 3,094,550	$ 3,434,890	$ 1,232,175	$ 945,100	$ 1,729,000
Ending Balance	$ 2,813,795	$ 1,897,284	$ 1,095,494	$ 2,887,874	$ 2,971,900	$ 2,568,698	$ 2,568,698	$ 2,568,698
Change in Fund Balance	$ 194,280	$ (916,511)	$ (801,790)	$ 1,792,380	$ 84,026	$ (403,202)	$ -	$ -

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

The Town has a sophisticated and well-planned set of reserve funds and methods of funding and benchmarking these funds. The reserve funds were established approximately 20 years ago, and are currently funded through transfers from the cellular telephone tower leases throughout Town by $175,000 annually, $175,000 is transferred from the old library building which is currently leased to retailer Abercrombie and Fitch. In addition, any amount above the minimum fund balance that exists as of the end of the fiscal year may be transferred to the reserves after the Town Council is notified of the amount and has a chance to discuss all options for the funds. The Town Council established an energy reserve, and each year half of all energy savings are to be transferred to that reserve fund. In addition, the Town's investment policy dictates that the reserve funds are to be invested 75 percent in fixed income and 25 percent in equity funds. The income from these funds is directed back to the fund, and allocated based upon the percentages of total of each reserve fund. The reserve funds are benchmarked to ensure that each fund is adequately funded in order to complete improvements and replacements as scheduled; the benchmark guidelines are the sum of the five-year plan or 20 percent of the 20-year replacement schedule. Reserve benchmarks are always trailing by one year, as staff uses the audited reserve balances for benchmarking purposes. For example, the 6/30/2013 reserve balances' benchmarks are the sum of the FY 2015-FY 2019 five-year and FY 2015-FY 2034 replacement schedule. The reason for this is that the financial statements for FY 2013 are released in December (or soon thereafter) of 2013; the FY 2015 capital budgeting season begins in March and April of 2014. In addition, historically, the capital plan has been completed on a n annual basis. However, a s trict reading of the Town's Charter required this to change to run concurrently with the operating budget. Benchmarks are listed below and compared with the FY 2015 adopted capital budget:

Town of Freeport Reserve Funds Draft Reserve Balances 12/31/2013 For Funds Used in the Capital Planning Process	
Police	298,138
Fire	901,167
Rescue	610,977
Public Works	730,101
Solid Waste	152,507
Comprehensive Town Improvements	2,090,728
Municipal Facilities	755,987
Library	-
Cable	473,044
Other	75,577

Major Projects from the Last Five Years

The CY 2011 and FY 2013 capital budgets were among the largest in recent years, as the preceding budgets were smaller than normal due to tough economic times. The five-year capital plan history is listed below with some highlighted projects from those years. The FY 2015 program is very large as well, at almost $2.5 million. It is notable that $500,000 of this appropriation will be coming to the Town via the State of Maine Department of Transportation.

Capital Projects Fund

	FY 2008 Audited	FY 2009 Audited	FY 2010 Audited	FY 2011 Audited	FY 2012 Audited	FY 2013 Audited	FY 2014 Projected	FY 2015 Budgeted
Beginning Balance	$ 2,619,515	$ 2,813,795	$ 1,897,284	$ 1,095,494	$ 2,887,874	$ 2,971,900	$ 2,568,698	$ 2,568,698
Revenue	$ 218,946	$ 168,342	$ 393,165	$ -	$ 800,852	$ 376,722	$ -	$ 511,500
Expenditures	$ 1,928,341	$ 2,291,423	$ 1,197,231	$ 1,302,170	$ 4,151,716	$ 2,012,099	$ 945,100	$ 2,240,500
Other Sources/(Uses)	$ 1,903,675	$ 1,206,570	$ 2,276	$ 3,094,550	$ 3,434,890	$ 1,232,175	$ 945,100	$ 1,729,000
Ending Balance	$ 2,813,795	$ 1,897,284	$ 1,095,494	$ 2,887,874	$ 2,971,900	$ 2,568,698	$ 2,568,698	$ 2,568,698
Change in Fund Balance	$ 194,280	$ (916,511)	$ (801,790)	$ 1,792,380	$ 84,026	$ (403,202)	$ -	$ -

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

Among the large projects in recent years are the reconstruction of portions of the Flying Point Road in 2011 and 2012; The Town appropriated $695,000 in 2011 for this project, and the State of Maine Department of Transportation contributed an additional $174,000. In 2009, the Town appropriated $31,000 for a Portland Area Comprehensive Transportation System (PACTS) project to overlay the portion of Bow Street from Main Street to Dennison Avenue. The total project cost was approximately $120,000. East and Park Streets were partially reconstructed; each project was allocated $150,000. In addition, the PACTS (Portland Area Comprehensive Transportation System) organization will be completing a pavement preservation project that will install a 1.5 inch overlay over the existing surface. These funds were allocated in 2011, but the project is on the State DOT's 2012-2013 paving schedule. The FY 2014 capital improvement plan is relatively small in comparison at $945,000 versus almost $2 million for FY 2013. The program includes a smaller number of smaller-sized projects. The FY 2015 program includes the $1.3 million reconstruction of the Wardtown Road, or Route 125. The program includes 2.49 miles of reconstruction work; the State Department of Transportation will be partnering with the Town and contributing $500,000 to the reconstruction effort. The additional $800,000 is to come from Town reserves. The project includes three-foot paved shoulders; the cost of that is $300,000 and all of these funds will come from local reserves.

As part of the new Hunter Road Fields recreation facility, there are required stormwater improvements to be made as part of the Department of Environmental Protection permitting process. The total of this appropriation during FY 2014 was $59,000, and the total in the FY 2015 budget is $138,000. These funds are appropriated from Town reserves.

FY 2015 Goals and Objectives
Each project scheduled for FY 2015 has individual goals and objectives, and these are listed with each item in addition to their impact on the operating budget, if applicable.

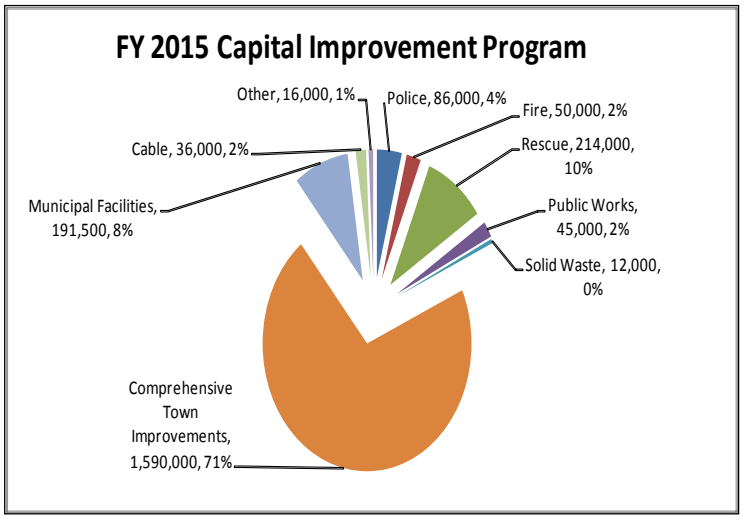
Performance Measures
The capital projects fund does not have formal performance measures as do the other funds. However, each budgeted item's impact on the operating budget is included in a table in the department. The items are listed by project.

Budget
The FY 2015 budget as adopted by the Town Council is listed below in summary, and detail in the pages that follow.

Town of Freeport
Summary of Funding Sources
FY 2015 Capital Program

		FY 2015			Funding Source				
	FY 2014 Approved	Manager Proposed	Council Approved	Council Appropriated	Reserve	Bond	Fund Balance	TIF	Other
Police	25,000	86,000	86,000	86,000	78,000				8,000
Fire	15,000	50,000	50,000	50,000	50,000				
Rescue	189,000	400,000	214,000	214,000	214,000				
Public Works	276,500	45,000	45,000	45,000	45,000				
Solid Waste	30,000	162,000	12,000	12,000	12,000				
Comprehensive Town Imp.	235,600	1,639,000	1,590,000	1,590,000	1,086,500				503,500
Municipal Facilities	84,000	231,500	191,500	191,500	191,500				
Cable	19,000	32,000	32,000	36,000	36,000				
Other	71,000	16,000	16,000	16,000	16,000				
Destination Freeport TIF	219,500	227,000	247,000	247,000				247,000	
Total	1,164,600	2,888,500	2,483,500	2,487,500	1,729,000	-	-	247,000	511,500

The detail of each department's capital plan is listed below; the article number is used as a reference for the Town Council during the deliberation and adoption process. The capital plan is discussed and finally adopted by article. The pie chart below shows each article and its percentage of the total FY 2015 capital budget. This gives the Town Council and public the ability to put each department's request into perspective relative to the other FY 2015 improvements and projects. The tables and charts below show each department's five-year capital plan (FY 2015-FY 2019) plus the amount of each FY 2015 budget in relation to the June 30th, 2013 (or December 31st, 2013 as used as a "draft" balance) reserve balances from which the funds will be transferred for expenditure.



The pie chart to the right represents the amount of each capital appropriation by department/program, and the percentage of the total appropriation given to each program. The "Other" category in this instance is the $16,000 appropriated for the Historical Society's archiving project for the Harraseeket District. The project is detailed further in the Boards and Committees section of this document.

Article 1-Police Department Capital Improvement Plan and Appropriation

The Police Department's FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

POLICE DEPARTMENT
ARTICLE I

	FY 2014 Adopted	Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Update Mobile Data Terminals	25,000	25,000	25,000
	Total FY 2014	25,000	25,000	25,000

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Replace Bullet-Proof Vests	16,000	16,000	16,000
2	New Squad Car and Changeover Equipment	35,000	35,000	35,000
3	New Squad Car and Changeover Equipment	35,000	35,000	35,000
	Total FY 2015	86,000	86,000	86,000
	FY 2015 Capital Appropriation Impact on Operating Budget			
	The purchase of one or two (depending upon the fiscal year) squad cars has historically come from the operating budget. These items are technically capital items, and are being moved to the capital budget. This will remove $35,000 from the police department's operating budget.			
	FY 2016			
1	New Squad Car and Changeover Equipment	35,000	35,000	
	Total FY 2016	35,000	35,000	-
	FY 2017			
1	Communications Upgrade-Radios	47,000	47,000	
2	Replace Chief's Vehicle	25,000	25,000	
3	New Squad Car and Changeover Equipment	35,000	35,000	
	Total FY 2017	107,000	107,000	-
	FY 2018			
1	Update Mobile Data Terminals	37,000	37,000	
2	Firearm Replacement	39,400	39,400	
3	New Squad Car and Changeover Equipment	35,000	35,000	
4	New Squad Car and Changeover Equipment	35,000	35,000	
5	Audio-Video Camera in Cars	43,000	43,000	
	Total FY 2018	189,400	189,400	-
	FY 2019			
1	New Squad Car and Changeover Equipment	35,000	35,000	
	Total FY 2019	35,000	35,000	-
	Reserve Balance 12/31/2013	298,138		

The project authorized and subsequently appropriated by the Town Council is the purchase of new bulletproof vests for the officers. The total appropriation is to be $16,000 with $8,000 coming from a federal grant. In addition, the department has requested two new police cars and changeover equipment totaling $70,000 (two cars plus equipment at $35,000 each). This is a ch ange in the structure of the budget, as previously the police car(s) were budgeted in the operating budget. However, these meet the threshold and definition of a capital item, and are now included in the capital budget and program. This is noted in the "impact on the operating budget" section.

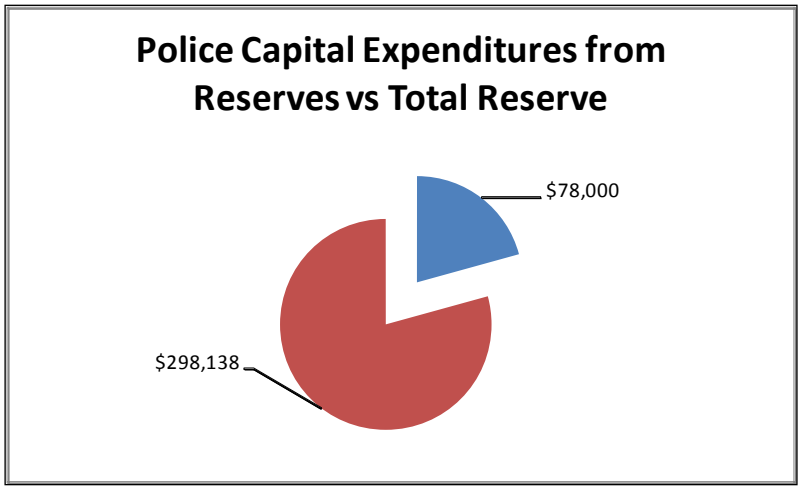


Photo Courtesy Paul Cunningham

Article 2- Fire Department Capital Improvement Plan and Appropriation

The Fire Department's FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

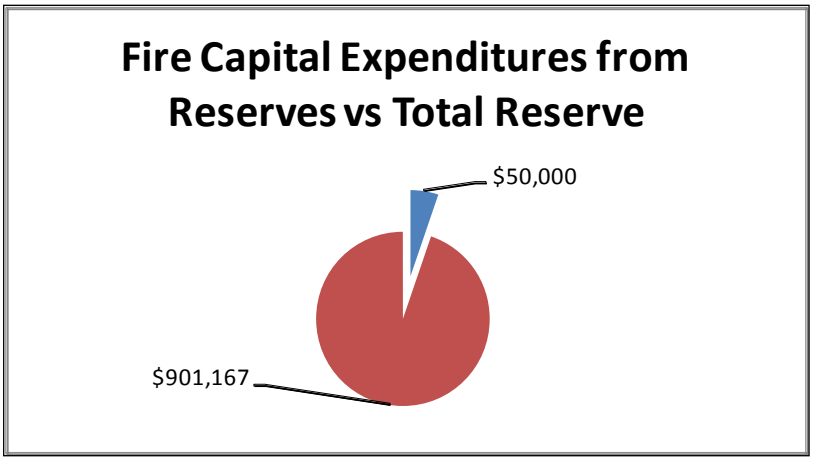
FIRE DEPARTMENT
ARTICLE II

	FY 2014 Adopted	Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Protective Clothing	15,000	15,000	15,000
	Total FY 2014	15,000	15,000	15,000

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Communication Upgrade-Voter System Upgrade	50,000	50,000	50,000
	Total FY 2015	50,000	50,000	50,000
	FY 2015 Capital Appropriation Impact on Operating Budget			
	It is notable that the protective clothing that has historically been budgeted here was moved to the operating budget, as the items included are not capital items.			
	FY 2016			
1	Engine 3 Replacement	750,000	750,000	
2	Mobile Date Terminals	30,000	30,000	
	Total FY 2016	780,000	780,000	-
	2017			
1	Air Pack Replacement	75,000	75,000	
2	Communications Upgrade-Mobile and Portable Radios	55,000	55,000	
	Total FY 2017	130,000	130,000	-
	2018			
1	Thermal Imaging Cameras	60,000	60,000	
	Total FY 2018	60,000	60,000	-
	2019			
1	Mobile Data Terminals	33,000	33,000	
2	Air Compressor	40,000	40,000	
	Total FY 2019	73,000	73,000	-
	Reserve Balance 12/31/2013	901,167		

The Fire Department has historically replaced $15,000 of protective clothing; the funding for this has come from the capital plan. During the FY 2015 budget process, staff moved these items to the operating budget, as they do not meet the definition of an individual capital item costing $5,000 and with a useful life of more than one year. Each item costs between $600 a nd $900 depending upon the item.



The Fire Department will be installing a voter communications system. In the South Freeport area, there are many "dead" spots due to the ledge in the area where there is no radio communication ability between public safety personnel. This system will provide radio signal in the area, which will improve communication and employee safety.

Photo Courtesy Paul Cunningham

Article 3- Rescue Department Capital Improvement Plan and Appropriation

The Rescue Department's FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

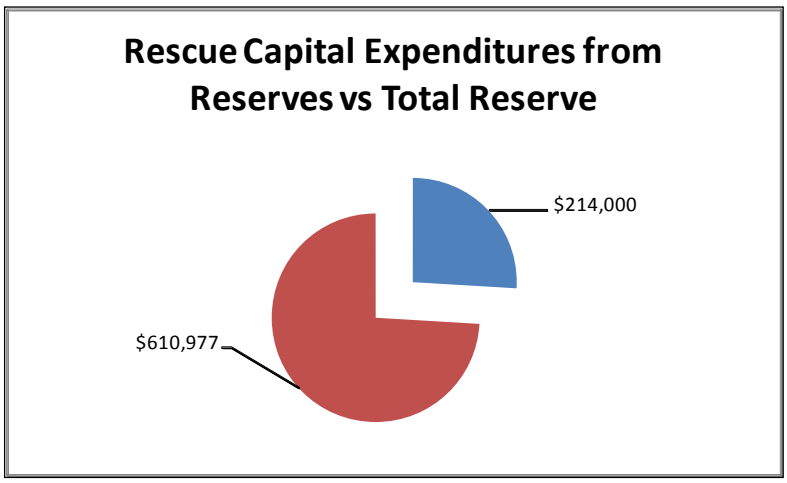
RESCUE UNIT
ARTICLE III

	FY 2014 Adopted	Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Electronic Run Reporting Update	15,000	15,000	15,000
2	Protective Clothing	14,000	14,000	14,000
3	Rescue Equipment	160,000	160,000	160,000
	FY 2014	189,000	189,000	189,000

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Rescue Replacement (2001)	186,000	186,000	186,000
2	Rescue Replacement (2005)	186,000		
3	4 Self-Contained Breathing Apparatus	28,000	28,000	28,000
	Total FY 2015	400,000	214,000	214,000
	FY 2015 Capital Appropriation Impact on Operating Budget If the Town replaces the 2001 ambulance, the operating budget will recognize $2,000 in savings in vehicle maintenance as the new vehicle will be under warranty. In addition, historically, the Town has paid for its protective clothing from its reserves through the capital plan. These items technically do not meet the threshold of a capital item, and have been moved to the operating budget.			
	FY 2016			
1	Rescue Replacement (2005)	-	186,000	
2	Rescue Equipment	36,000	36,000	
	FY 2016	36,000	222,000	-
	FY 2017			
	No request at this time	-		
	Total FY 2017	-	-	-
	FY 2018			
1	Communications Upgrade	25,000	25,000	
2	Rescue Replacement (2007)	186,000	186,000	
3	Stretcher	15,000	15,000	
	FY 2018	226,000	226,000	-
	FY 2019			
1	Electronic Run Reporting Software	30,000	30,000	
2	Rescue Equipment	25,000	25,000	
	FY 2019	55,000	55,000	-
	Reserve Balance 12/31/2013	610,977		

It is notable that the Rescue Department has historically budgeted and expended $14,000 every other year on protective clothing. As is the case with the Fire Department, these items do not meet the threshold for capital purchases, and staff has moved $7,000 to the operating budget, and plans to do this each year. The rescue deparment will be replacing a rescue unit this year, and purchasing the self-contained breathing apparatus (SCBA) to install in each unit. The logic behind installing a SCBA in each unit is that in many cases the rescue unit arrives at the call first, and if there is an adverse breathing condition, the first-responders have to wait for a responder with an SCBA. That wastes time during an emergency; the new SCBAs are expected to improve response times. The rescue unit scheduled for replacement during FY 2015 is a 2001 unit with more than 231,000 miles on the odometer. The department has joined several other surrounding towns and conducted a joint five-year bid. The savings from this process is estimated at approximately $2,500 per unit, and the Rescue Department's vehicle maintenance budget will be reduced by $2,000 as a result of having a newer piece of equipment which will be under warranty. This can be seen in the operating budget under department 0203.



Article 4- Public Works Department Capital Improvement Plan and Appropriation

The Public Works Department's FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 17th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

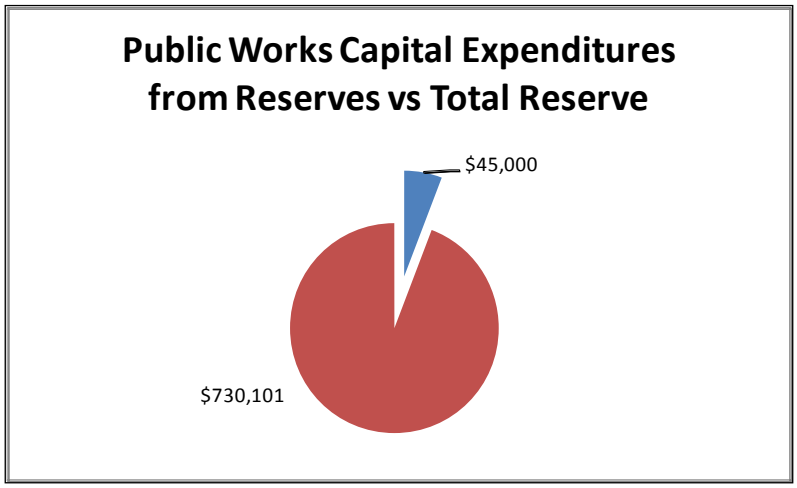
PUBLIC WORKS
ARTICLE IV

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

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	One-Ton Plow	45,000	45,000	45,000
	Total FY 2015	45,000	45,000	45,000
	FY 2015 Capital Appropriation Impact on Operating Budget			
	There will be no impact on the operating budget.			
	FY 2016			
1	Truck Chassis (Tandem Axle), and Plow and Wing	213,000	213,000	
	Total FY 2016	213,000	213,000	-
	FY 2017			
1	Truck Chassis Replacement (Single Axle) and Plow and Wing	172,000	172,000	
2	Public Works Air Compressor	30,000	30,000	
3	3/4 Ton Pick-Up with Plow	40,000	40,000	
	Total FY 2017	242,000	242,000	-
	FY 2018			
1	Bulldozer	100,000	100,000	
2	Backhoe	100,000	100,000	
	Total FY 2018	200,000	200,000	-
	FY 2019			
1	Wood Chipper	40,000	40,000	
2	Sidewalk Plow (Shared with TIF)	90,000	90,000	
3	Case Front-End Loader	125,000	125,000	
4	Forklift	25,000	25,000	
	Total FY 2019	280,000	280,000	-
	Reserve Balance 12/31/2013	730,101		

The Public Works Department has a very light capital budget for FY 2015 as the department did a large replacement the year before and there are many projects included in the comprehensive Town improvements article. The department will simply be replacing a one-ton truck; historically, these trucks have been on an eight-year replacement schedule but the new one will be on a 12-year schedule due to its steel dump body and diesel engine.



Article 5- Solid Waste/Recycling Department Capital Improvement Plan and Appropriation

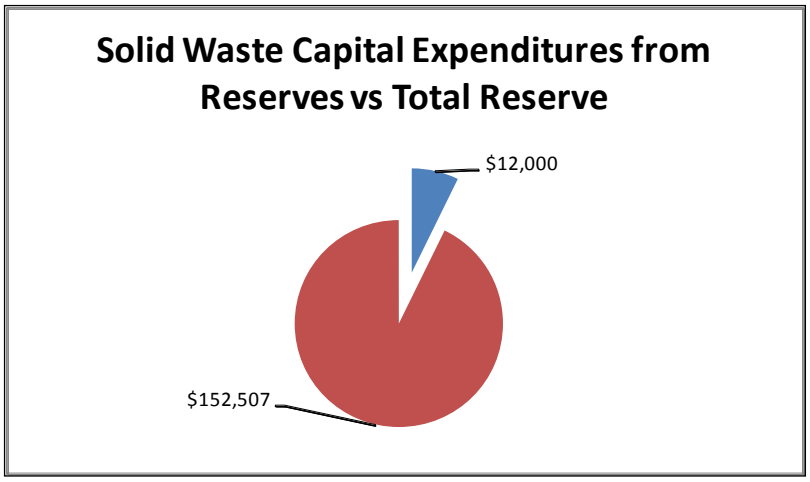
The Solid Waste/Recycling Department's FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

SOLID WASTE/RECYCLING
ARTICLE V

	FY 2014 Adopted	Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Scales and Computer	6,000	6,000	6,000
2	New compactor for residential waste	24,000	24,000	24,000
	Total FY 2014	30,000	30,000	30,000

	FY 2015-2019 Proposed	Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Swap-Shop Roof Replacement and Improvements	12,000	12,000	12,000
2	Closure of Remaining Landfill	150,000		
	Total FY 2015	162,000	12,000	12,000
	FY 2015 Capital Appropriation Impact on Operating Budget			
	There will be no impact on the operating budget.			
	FY 2016			
1	Baler Reconditioning	35,000	35,000	
2	Closure of Remaining Landfill		150,000	
	Total FY 2016	35,000	185,000	
	FY 2017			
1	Containers	20,000	20,000	
2	Paving	30,000	30,000	
	Total FY 2017	50,000	50,000	
	FY 2018			
1	Loader	95,000	95,000	
	Total FY 2018	95,000	95,000	
	FY 2019			
1	Scales and Computer Upgrades	6,000	6,000	
	Total FY 2019	6,000	6,000	
	Reserve Balance 12/31/2013	152,507		

The Solid Waste/Recycling Department's budget includes the replacement of the swap-shop roof and other beautification efforts. The recycling director would like to recreate the image of the swap-shop as a place where residents can swap items that are still in reasonable condition but not of use to them. This is an important form of recycling, and beautifying the shop will encourage folks to use it more often.



The Town Council had debated closing the current open cell of the Town's landfill, and in the absence of a large change in water quality in the water table surrounding the landfill, the Town Council has agreed to move the closure to FY 2016. In the meantime, the Town's engineer and manager will be working with the Town Council on the status of the landfill and pros and cons of closure in the next two fiscal years over the next several months.

Article 6- Comprehensive Town Capital Improvement Plan and Appropriation

The Town's comprehensive Town capital improvement program for FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

COMPREHENSIVE TOWN IMPROVEMENTS
ARTICLE VI

	FY 2014 Adopted	Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Hunter Road and Pownal Road Fields Stormwater Improvements	59,000	59,000	59,000
2	Main Street and School Street Intersection Improvements (Moved to DF TIF)	10,000	10,000	-
3	Raised Speed Table on South Freeport Road at Soule School	2,600	2,600	2,600
4	Active Living Project	24,000	24,000	24,000
5	Torrey Hill Range Road Drainage and Overlay	150,000	150,000	150,000
	Total FY 2014	245,600	245,600	235,600

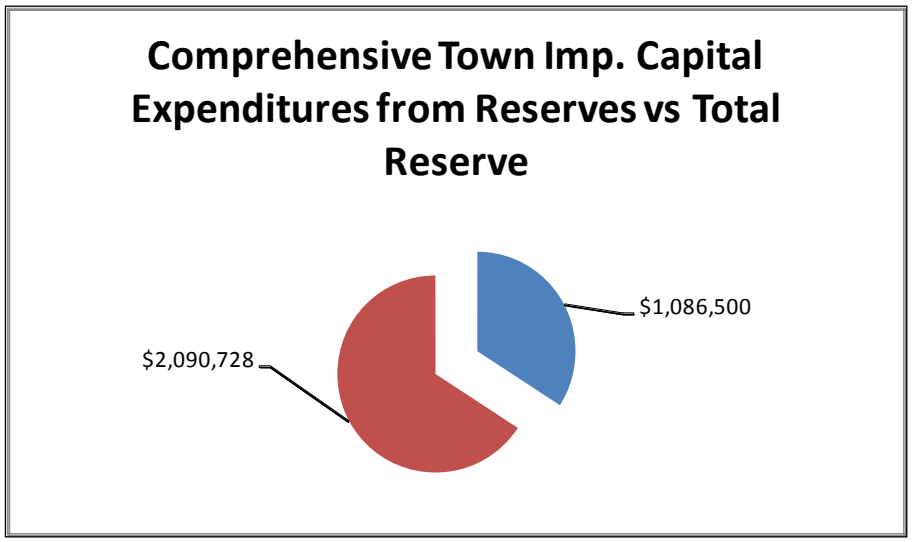
FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Wardtown Road/Route 125 (50% DOT Funding Under the MPI Program)	1,000,000	1,000,000	1,000,000
2	Wardtown Road/Route 125 Paved Shoulders (three feet)	300,000	300,000	300,000
3	Pownal Road Fields Stormwater and Parking Lot Improvements	138,000	138,000	138,000
4	Dennison Avenue Drainage Replacement	50,000	50,000	50,000
5	Railroad Platform Parking Lot Paving-Moved to Destination Freeport TIF	45,000		
6	Railroad Safety Fence at Memorial Park	11,000	7,000	7,000
7	Public Safety Apron Paving	95,000	95,000	95,000
	Total FY 2015	1,639,000	1,590,000	1,590,000

FY 2015 Capital Appropriation Impact on Operating Budget

There will be a minor impact on plowing and maintaining the Wardtown Road, as it is easier to plow and maintain a road with good surface condition. This is not quantifiable at this time.

	FY 2016		
1	School Street Leon Gorman Park Parking Lot	25,000	25,000
2	US Route 1 South Overlay-Town's Share 25% PACTS Project	380,000	380,000
3	Litchfield Road Reconstruction	400,000	400,000
4	South Freeport Village Projects	300,000	300,000
	Total FY 2016	1,105,000	1,105,000
	FY 2017		
1	South Freeport Road Overlay-Town's Share 25% PACTS Project	400,000	400,000
	Total FY 2017	400,000	400,000
	FY 2018		
1	Library Parking Lot Paving	60,000	60,000
2	Curtis Road Reconstruction	475,000	475,000
	Total FY 2018	535,000	535,000
	FY 2019		
1	Public Works Rear Parking Area Paving	40,000	40,000
2	Route 1 South Park-n-Ride Paving	45,000	45,000
3	Baker Road Reconstruction	400,000	400,000
	Total FY 2019	485,000	485,000
	Reserve Balance 12/31/2013	2,090,728	



The primary project in this category is the Wardtown Road/ Route 125 reconstruction project. The basic project would restore the almost 3-foot wide gravel shoulders, "reclaim" the existing pavement by grinding it into the underlying gravel, adding some gravel to improve the road grading, treating the base gravel for stability, installing new full-depth pavement 22 feet wide, cleaning ditches and replacing culverts. (There would be no appreciable re-alignment because we need to stay within the existing right of way limits.) This project has an estimated cost of $1,000,000, and the Maine DOT has agreed to reimburse half of the cost up to $500,000. The length of this project is 2.49 miles, from the end of Griffin Road to the intersection with Grant and Lunt Roads.

The basic Wardtown Road project described above does not include paving the shoulders. The basic project would result in a consistent 22 foot width of pavement, compared to the existing condition where the pavement width is less than this in most places, at 21 feet. It would be possible to pave the 3-foot wide gravel shoulders as part of this project for an additional estimated cost of $300,000. This would obviously provide additional safety on the road, especially for pedestrians and bicyclists. For planning/ estimating purposes, it would be possible to pave a single foot of the shoulders for about $75,000, (leaving 2 feet of gravel shoulder.) Paving two feet of the shoulders would have an estimated cost of $175,000, and paving the full three feet of the shoulders would have an estimated cost of $300,000. An even wider paved shoulder of 4 feet has an estimated additional cost of $475,000 because of the substantial work involved to add gravel and move the ditches, so it is not recommended.

The Pownal Road Fields Stormwater and Parking Lot Improvements project is related to the DEP permitting of the combined Hunter Road and Pownal Road fields site. Last year, the budget included $59,000 for stormwater improvements along Hedgehog Mountain Road. That work would was not performed because the permit was not approved until October, and now there may be some cost savings by combining it with this year's project. The Stormwater and Parking Lot Improvements project has an estimated cost of $138,000. This project would increase the number of parking spaces from about 36 "officially existing" to 80. This includes relocating the access driveway and restoring the buffer between the parking area and an adjacent stream. Note that this cost estimate had been $121,000 during the schematic development phase, but it was increased for the project that was submitted to the Maine DEP. It would be possible to build

only the stormwater-related improvements now with a smaller number of parking spaces for less cost, but if the remainder of the project is built later, the total project cost would likely be higher.

The Dennison Avenue Drainage Replacement project for $50,000 would replace the catch basins and drainage pipes in Dennison Avenue. This is recommended because Dennison Avenue will soon need to have a pavement overlay, and the drainage system is in very poor condition. The road should not be re-paved until the drainage system is replaced. The existing system was built with corrugated steel pipes and even corrugated steel catch basins, probably before 1980, and the whole system is failing. The budget cost is based on bidding the entire project out to private contractors. Although this project is the kind of work that the Public Works Department could perform, their schedule this summer is more than full with Torrey Hill Range Road (funded last year) and Wardtown Road, not to mention our ongoing maintenance needs, including ditching and shoulder work, on other Town roads.

Finally, a safety project for $7,000 was recommended by the Railroad Crossing Safety Committee at their meeting on February 26th to install a four foot high ornamental fence along the railroad track side of Memorial Park. A temporary plastic fence was installed last year to reduce the possibility of park visitors, especially children, from inadvertently wandering onto the tracks. Other safety improvements are being considered by the Safety Committee, but this project is all that is recommended at this time.

Article 7- Municipal Facilities Capital Improvement Plan and Appropriation

The Town's municipal facilities capital improvement program for FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

MUNICIPAL FACILITIES
ARTICLE VII

FY 2014 Adopted

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

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Computer Upgrades -Townwide	53,000	53,000	53,000
2	Public Works Garage Overhead Door Renovation	15,000	15,000	15,000
3	Brickwork at Public Safety	25,000	25,000	25,000
4	Brickwork at the Library	10,000	10,000	10,000
5	Fuel Pump Computer and Software Upgrade	11,000	11,000	11,000
6	Back-Up Generator at Public Works	7,500	7,500	7,500
7	LED Lighting Outside at Library/Public Works/Town Hall	50,000	10,000	10,000
8	Public Safety Camera System	50,000	50,000	50,000
9	Revaluation Reserve Fund	10,000	10,000	10,000
	Total FY 2015	231,500	191,500	191,500

FY 2015 Capital Appropriation Impact on Operating Budget

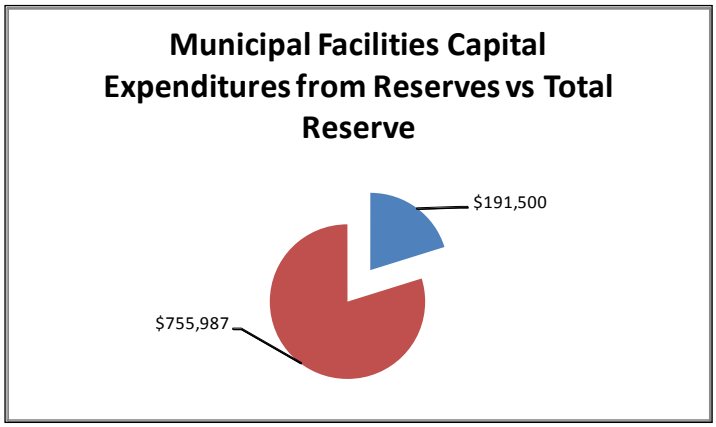
Staff believes that the LED lighting at the various buildings will save energy costs, but these could be negligible due to the method of installing them as the old lights and ballasts burn out. In addition, the outside lighting is the only that will be converted. It is unlikely to result in significant savings in the operating budget.

It is notable that normally the plan itself would be placed in this space, but due to the number of lines on the table, staff has included the prior and current years here, and the upcoming four years programs appear after the narrative. This was not ideal, but the plan was too large to place on one page with explanations and maintain a legible size font.

MUNICIPAL FACILITIES
ARTICLE VII

		Manager Proposed	Council Approved	Council Appropriated
	FY 2016			
1	Computer Upgrades -Townwide	21,000	21,000	
2	Flooring-Carpet-Town Hall	25,000	25,000	
3	Library Flooring	25,000	25,000	
4	Roof-Highway Building	65,000	65,000	
5	Recondition Floor Drains in Public Works Garage	30,000	30,000	
6	Vehicle Lift Machine Renovation	7,500	7,500	
7	Windows at Public Safety Building	150,000	150,000	
8	Insulating in Attic of Public Safety Building	100,000	100,000	
9	Maintenance Mowing Tractor	9,000	9,000	
10	LED Lighting Outside at Library/Public Works/Town Hall		10,000	
11	Revaluation Reserve Fund	10,000	10,000	
	Total FY 2016	442,500	452,500	
	FY 2017			
1	Computer Upgrades -Townwide	21,000	21,000	
2	Roof-Public Safety	80,000	80,000	
3	Replacement of Building Maintenance Truck	30,000	30,000	
4	Furniture-Townwide	15,000	15,000	
5	Soule School Maintenance	20,000	20,000	
6	Public Works Sand Shed Roof Replacement	65,000	65,000	
7	LED Lighting Outside at Library/Public Works/Town Hall		10,000	
8	Revaluation Reserve Fund	10,000	10,000	
	Total FY 2017	241,000	251,000	
	FY 2018			
1	Computer Upgrades -Townwide	22,000	22,000	
2	Copiers	25,000	25,000	
3	Dunning Boat Yard Repairs	15,000	15,000	
4	Flooring at Public Safety	20,000	20,000	
5	Heating System at the Library-Renovation	15,000	15,000	
6	Heating System at the Public Works Building-Renovation	10,000	10,000	
7	Tire Storage Building Replacement	15,000	15,000	
8	LED Lighting Outside at Library/Public Works/Town Hall		10,000	
9	Revaluation Reserve Fund	10,000	10,000	
	Total FY 2018	132,000	142,000	
	FY 2019			
1	Computer Upgrades -Townwide	22,000	22,000	
2	Public Computers - Library	25,000	25,000	
3	Plow and Sweeper Storage Building	30,000	30,000	
5	Roof-Town Hall	80,000	80,000	
6	Library Expansion-Children's Room	300,000	300,000	
7	LED Lighting Outside at Library/Public Works/Town Hall		10,000	
8	Revaluation Reserve Fund	10,000	10,000	
	Total FY 2019	467,000	477,000	
	Reserve Balance 12/31/2013	755,987		

Computer Upgrades-Townwide: During FY 2015, the Town will need to upgrade its server operating systems from 2008 t o 2012; this will cost approximately $18,000 for labor and licensing. The Town will need to replace approximately 15 computers (or ¼ of all computers on a four-year replacement cycle) at $1,000 each (including computer hardware, formatting, and labor for installation) totaling $15,000, and staff recommends an additional $20,000 for unforeseen emergency items such as the failure of a server or other failure. The total request is $53,000.



Public Works Garage Overhead Door Renovation: The public works building has several overhead garage doors, and the bottoms of these doors are beginning to rust. Staff proposes to replace the bottoms of the doors in order to maintain them in proper working order. The total request is $15,000.

Brickwork at the Public Safety and Library Buildings: The Town has never pointed either building, and maintenance staff believes that doing both projects this year will allow more buying power and a lower winning bid price. The total request for both is $35,000.

Fuel Pump Computer and Software Upgrade: The Public Works Department runs two fuel pumps (one diesel and one gasoline), and staff tracks which departments or other public entities are using these by a very old and out-dated software system which only works on one computer. Staff would like to improve this by upgrading the software so it can be stored on the Town's servers and used on more than just the one computer. Public Works Superintendent Earl Gibson has written the attached memo with more detail. The total request is $11,000.

Back-Up Generator at Public Works: The public works building currently has a small generator that provides power to the fuel pumps, but not the fuel tracking system as it is located inside the building which does not have back-up power. Engineer Al Presgraves and Superintendent Earl Gibson have written the attached memo detailing the need for a generator at the public works building. The total request is $7,500.

LED Lighting Outside at Library, Public Works, and Town Hall: As the ballasts and bulbs in the buildings begin to burn out and fail (as they are all aging), staff would like to replace them with more expensive but much more efficient LED lights. The total request is $50,000. The intention is that these funds would stay in this appropriation until the project is complete, as these would only be replaced as needed. The total request is $50,000.

Public Safety Camera System: The current camera system in the public safety building is aging (it is more than ten years old), parts are increasingly difficult to find, and as staff has to call for repairs, these are beginning to require maintenance. Staff has received advice that these should be replaced in order to avoid an emergency replacement in the future. In addition, the new digital cameras capture clearer images, and will allow networking for viewing other buildings as necessary. The total request is $50,000.

Revaluation Reserve Fund: Each year, the Town Council places $10,000 into a capital reserve for the assessing department to conduct revaluations. Instead of conducting a full-scale revaluation once every ten years for approximately $300,000, the assessor does smaller-scale revaluations each year. This allows values to stay more current, and any valuation changes to be more incremental. The total request is $10,000.

Article 8- Community Cable Television Capital Improvement Plan and Appropriation

The Town's Community Cable Television capital improvement program for FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th; the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

CABLE
ARTICLE VIII

	FY 2014 Adopted	Committee Proposed	Manager Proposed	Council Approved CIP	Council Appropriated
	FY 2014				
1	Equipment replacement		15,000	15,000	15,000
2	Equipment and other improvements (channel 14)		4,000	4,000	4,000
	Total FY 2014	-	19,000	19,000	19,000

FY 2015-2019 Proposed

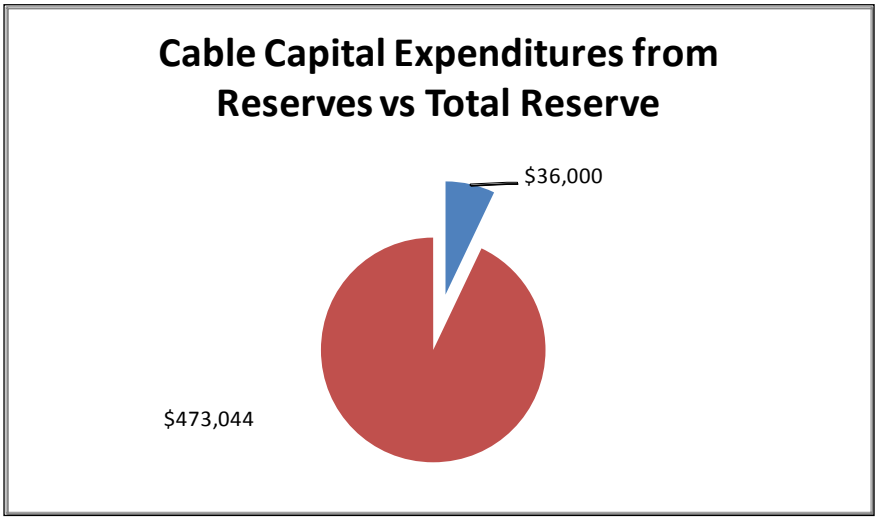
		Committee Proposed	Manager Proposed	Council Approved	Council Appropriated
	FY 2015				
1	Equipment replacement		30,000	30,000	34,000
2	Equipment and other improvements (channel 14)		2,000	2,000	2,000
	Total FY 2015	-	32,000	32,000	36,000

FY 2015 Capital Appropriation Impact on Operating Budget

There will be no impact on the operating budget.

	FY 2016				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2016	-	14,000	14,000	
	FY 2017				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2017	-	14,000	14,000	
	FY 2018				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2018	-	14,000	14,000	
	FY 2019				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2019	-	14,000	14,000	

Reserve Balance 12/31/2013 473,044



The Community Cable Television reserve is funded through franchise fees. The Town has a franchise agreement with Comcast cable television company; pursuant to the maximum allowed by federal law, Comcast remits a five-percent franchise fee to the Town on a quarterly basis. The annual receipts total approximately $85,000 annually. Historically, the Town council has held $4,000 in reserve for the school department (now RSU #5); the FY 2015 only includes $2,000 as the RSU's needs will be small during the next fiscal year. The FY 2015 capital budget includes $15,000 to replace the screen and projector in the Town Council chambers. The current system is antiquated and is no longer compatible with modern computers. The screen is held together with tape in places. The additional $15,000 will be used to replace the switching board which is used to move and view different cameras during Council meetings. The current switcher has 2,800 hours on it, and these normally need to be replaced at 3,000 hours. Staff wants to be proactive and purchase a new machine when there are 3,000 hours on the current machine in lieu of creating an emergency during the middle of the year if the switcher breaks.

Article 9- Boards and Committees Capital Improvement Plan and Appropriation

The Town's Boards and Committees capital improvement program for FY 2014 appropriation is listed below for the Town Council's point of reference; the FY 2015-FY 2019 capital improvements program was adopted on April 15th the FY 2015 appropration will be made on June 17th along with all other capital appropriations and the operating budget.

BOARDS, COMMITTEES, COMMUNITY GROUPS AND OTHER REQUESTS ARTICLE IX

	FY 2014 Adopted	Committee Proposed	Manager Proposed	Council Approved CIP	Council Appropriated
	FY 2014				
1	Shellfish Commission Habitat Improvement	81,600	71,000	71,000	71,000
2	Historic Society Archiving Project	30,000	30,000	-	-
	Total FY 2014	111,600	101,000	71,000	71,000

FY 2015-2019 Proposed

	Committee Proposed	Manager Proposed	Council Approved	Council Appropriated
FY 2015				
Historic Society Archiving Project		16,000	16,000	16,000
Total FY 2015	-	16,000	16,000	16,000
FY 2015 Capital Appropriation Impact on Operating Budget				
There will be no impact on the operating budget.				
FY 2016				
Replace Harbormaster Outboard Motor		25,000	25,000	
Total FY 2016	-	25,000	25,000	-
FY 2017				
No request at this time	-	-		
Total FY 2017	-	-	-	-
FY 2018				
Comprehensive Plan/Performance Measures Project	30,000	30,000	30,000	
Total FY 2018	30,000	30,000	30,000	-
FY 2019				
No request at this time				
Total FY 2019	-	-	-	-
Reserve Balance 12/31/2013	75,577			

The Boards, Committees, Community Groups, and Other Requests can vary from year-to-year, and is not as predictable as other capital plans. It is for that reason that staff does not fund or benchmark this reserve as predictably as the others. The FY 2015 c apital program includes $16,000 for the local Freeport Historical Society to archive all of the properties in the historic Harraseeket District.

Map Courtesy Town Staff

The Town's Reserve Funds and Their Relation to the Capital Plan

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

The reserves are authorized by the Town council for a specific type of non-routine project or investment. They are invested under a special section of the Town's investment policy, and 25 percent of the investment is authorized to be invested in equity and fixed income funds as allowed by Maine Statute Title 30-A section 5706. The remaining 75 percent must be invested in investments that are very unlikely to lose principal as long as they are held to duration, such as government or agency bonds, certificates of deposits, or other like investments. While the reserve funds have not been audited as of 06/30/2014, the capital plan is completed based upon the prior year audited balances, and the Town uses the 6/30/2013 balances to ensure that all funds are within the benchmarks and guide the FY 2015 spending plan. The guide to benchmarking the reserve funds is a range of the sum of the five-year capital plan and 20 percent of the 20-year replacement plan. As of December 31st, 2013, the balances and benchmarks were as follows, and this guided the 2015 capital plan.

Town of Freeport
Summary of Funding Sources
FY 2015 Capital Program

	Unaudited 12/31/2013 Reserve Balances	06/30/2013 Benchmarks Low Benchmark	High Benchmark
Police	298,138	229,000	235,000
Fire	901,167	1,062,600	1,148,000
Rescue	610,977	418,400	813,000
Public Works	730,101	718,100	1,107,500
Solid Waste	152,507	168,700	400,000
Comprehensive Town Imp.	2,090,728	1,132,320	2,126,600
Municipal Facilities (1)	755,987	569,300	1,115,500
Cable	473,044	Not Benchmarked	
Other (2)	75,577	Not Benchmarked	

The balances in the reserve funds as of December 31st, 2013 and the appropriate guideline benchmarks are listed in the table above. The finance director works with the Town manager and department heads on the 2015 plan based upon the Town's capital needs and the reserve amounts above. It is notable that while the sum of the five-year plan and 20 percent of the 20-year plan are simply guidelines, and from time-to-time, staff analyzes the upcoming department need when there is a particularly costly single item to be replaced, the benchmark provides less guidance as the actual needs of the department or program.

Debt Service-Maine's Legal Debt Limit and Freeport's Debt Service

Maine State Statute Title 30-A Section 5702 defines municipal legal debt limits; the Towns are allowed to issue debt up to a maximum of 15 percent of their State valuation. The State defines the acceptable purposes for debt, and how much of each type the Towns are allowed to issue, but the maximum is always 15 percent. The Town's 2014 valuation is $1,335,900,000; as of 06/30/2014 the Town's outstanding debt service was $4,630,000, or less than three percent of the allowable limit of more than $200 million. As of June 30th, 2014, t he Town's debt-per-capita was approximately $572 per person (assuming a constant population of 8,100). On the local level, Section 8.03 of the Town's Charter states that any appropriation of $100,000 or more for a single capital improvement which requires the issuance of general obligation bonds must go to a referendum vote.

The Town's debt service issues are listed below; one pertinent fact concerning the Town's debt is that the State law enacting school consolidation took effect on July 1, 2009. Before that time, the school had been a department of the Town, and after consolidation, the school became part of a Regional School Unit and joined the neighboring towns of Pownal and Durham. A new RSU board was elected by the voters, and officially took control over the three Towns' schools, including the budget process and all financial transactions associated with the schools. At that time, the school buildings and appropriate land was deeded over to the RSU, yet the debt service remained with each participating Town. The result for FY 2015 is that the debt service shown below is listed in total, but the Town's principal and interest payments only total $324,613 (principal payments total $279,545) and the RSU is responsible for the remaining $574,620 (principal payments total $435,455). Of the Town's debt responsibility, the amount to be paid during FY 2015 by the Town's general fund is $184,863, the TIF fund total is $139,750. All of the Town's current debt is general obligation, and the Town does not currently have any alternate revenue bonds outstanding.

TOWN OF FREEPORT, MAINE CURRENT DEBT SERVICE OUTSTANDING

Governmental Activities	Date of issue	Original amount issued	Date of maturity	Interest rate	Balance June 30, 2013	Payments FY 2014	Balance June 30, 2014	Payments FY 2015	Balance June 30, 2015
1992 Capital improvements	4/19/2011 (1)	3,274,000	2012	4.21%	-		-		-
1997 Capital improvements	1/23/97 (2)	4,275,000	2016	2.91%	600,000	150,000	450,000	150,000	300,000
2000 School improvements	4/19/2011 (1)	4,888,000	2021	4.58%	-		-		-
2001 Capital improvements	10/25/2001	517,000	2011	4.40%	-		-		-
2001 Capital improvements	4/19/2011 (1)	1,000,000	2022	4.60%	-		-		-
2002 Capital improvements	10/30/2002	540,500	2012	2.98%	-		-		-
2002 School improvements	4/19/2011 (1)	4,491,000	2012	4.32%	-		-		-
2008 School improvements	2/1/2008	655,000	2008	2.92%	275,000	55,000	220,000	55,000	165,000
2008 MMBB	10/30/2008	262,165	2013	-	-		-		-
2009 MMBB	3/11/2009	300,000	2019	variable	180,000	30,000	150,000	30,000	120,000
2011 Refunding	4/19/2011	5,635,000	2023	2.94%	4,290,000	480,000	3,810,000	480,000	3,330,000
									-
				Total bonds and notes payable	**5,345,000**	**715,000**	**4,630,000**	**715,000**	**3,915,000**

(1) These debt service issues were refunded in 2011 into a single issue for the purpose of interest rate reduction.

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

Town of Freeport
Debt Service Schedule
Year Ended June 30, 2015

		Balance June 30, 2014		Current Year Debt Service Principal	Interest	Total
General Obligation Bonds						
Town issues:						
2001 CIP		426,932	29.5455%	62,045	18,259	80,305
2001 CIP-Community Center Portion		292,500	75.0000%	37,500	12,750	50,250
2008 Refunding of 1997 Bonds		450,000		150,000	11,250	161,250
2009 SRF Bridge Loan $300,000		150,000		30,000	2,808	32,808
	Total Town Debt	1,319,432		279,545	45,067	324,613
School Debt-Town Responsibility						
#18/#24 2001 Middle Sch & CIP		1,018,068	70.4545%	147,955	43,541	191,495
	Total School Debt-Town Res	1,018,068		147,955	43,541	191,495
RSU Debt-RSU Responsibility						
2001 CIP-Admin Building		97,500	25.0000%	12,500	4,250	16,750
2002 High School Auditorium & Science Wing		1,975,000		220,000	85,600	305,600
2007 CIP HVAC		220,000		55,000	5,775	60,775
	Total RSU Debt	2,292,500		287,500	95,625	383,125
	Total	**4,630,000**		**715,000**	**184,233**	**899,233**

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

Glossary of Frequently Used Terms

Account — A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.

Accounting System — The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.

Ad Valorem Tax — Taxes that are based upon the value of an object.

Assets — Property owned by a government which has a monetary value.

Assessed Valuation — A valuation set upon real estate or other property by the Town Assessor as a basis for levying taxes.

Bond — A written promise, generally under seal, to pay a specified sum of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

Bonded Debt — The portion of indebtedness represented by outstanding bonds.

Balanced Budget — A budget in which estimated revenues are equal to expenditures.

Budget — A one year financial document embodying an estimate of proposed revenue and expenditures for the year. The Town is required by State Statute to approve a budget, and the approved budget sets the legal spending limits of the Town. It is the primary means by which most of the expenditures and service levels of the Town are controlled.

Budget Amendment — The legal procedure utilized by the Town staff and Town Council to revise the budget.

Budget Document — The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the Town Council.

Budget Message — A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

Budget Resolution — The official enactment, by the Town Council to legally authorize Town staff to obligate and expend resources.

Budgetary Control — The control of management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Assets — Assets of significant value (over $5,000) and having a useful life of several years. Capital assets are also called fixed assets.

Capital Budget — A plan of proposed capital outlays and the means of financing them for the current fiscal period.

Capital Outlays — Expenditures which result in the acquisition of, or addition to, fixed assets.

Capital Projects Fund — A fund created to account for financial resources to be used for the acquisition or the construction of major capital facilities of equipment.

CDBG Community Development Block Grant

CEA Credit enhancement agreement between a developer and the Town in order to rebate a portion of property taxes in return for a private investment in public infrastructure or for another public purpose

Chart of Accounts The classification system used by the Town to organize the accounting for various funds.

Contingency A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services Services rendered to Town departments and agencies by private firms, individuals, or other governmental agencies. Examples include utilities, insurance, and professional services.

DARE Drug Abuse Resistance Education

Debt Service Fund A fund established to finance and account for the accumulations of resources for, and the payment of, general long-term debt principal and interest.

Debt Service Requirements The amount of revenue which must provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.

DECD State of Maine Department of Economic and Community Development

Deficit (1) The excess of an entity's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues during a single accounting period.

Department A major administrative organizational unit of the Town which indicates overall management responsibility for one or more activities.

Depreciation (1) Expiration in service life of fixed assets, other than wasting assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or the physical or functional cause. (2) The portion of the cost of a fixed asset charged as an expense during a particular period. NOTE: The cost of such asset and each period is charged with part of such cost so that ultimately the entire cost of the asset is charged off as an expense.

Disbursement Payments for goods and services in cash or by check.

EAV Equalized Assessed Valuation

ecomaine ecomaine (intentionally lowercase) is a r egional waste disposal and recycling facility owned by several "owner communities" located in Portland, Maine

Enterprise Fund A fund established to finance and account for operations (1) that are financed and operated in a manner similar to private business enterprises—where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Examples of enterprise funds are those for utilities. The Town accounts for its non-emergency transport program in a full-accrual basis of accounting enterprise fund.

ESDA Emergency Services Disaster Agency. A disaster preparedness organization whose disaster plan has been state certified and can be utilized by Town departments to mitigate natural or technological disasters.

Estimated Revenue The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Town Board.

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

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

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

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

FEDC Freeport Economic Development Corporation-A nonprofit corporation that works with the Town of Freeport on economic and business development

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

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

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

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

GAAP Generally Accepted Accounting Principals

GASB Governmental Accounting Standards Board

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

GFOA Government Finance Officers Association

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

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

Income This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of an enterprise's activities. As indicated elsewhere, the excess of the TOTAL revenues over the TOTAL expenses of the utility for a particular accounting period is called "net income."

Interfund Transfers Amount transferred from one fund to another fund

MINERVA Mapping the Internet Electronic Virtual Archive-the Maine Statewide Inter-library Loan Program including more than 60 different libraries

MPI Program Municipal Partnership Initiative Program The Maine Department of Transportation has a program whereby they split the cost of large paving projects with municipalities. This saves the State the cost of the Town match, and ensures that paving projects are completed.

NET Fund Non-Emergency Transport fund-The Town operates a non-emergency transport fund for people that need rescue transportation to appointments or other non-emergency appointments. The fund is reported as an enterprise fund on the Town's financial statements.

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

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

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

Ordinance A formal legislative enactment by the governing board of municipality.

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

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

RSU Regional School Unit (Consisting of Freeport and neighboring Pownal and Durham)

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

Revenues Funds that the government receives as income.

RSU Regional School Unit

SCBA Self-Contained Breathing Apparatus

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

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

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

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

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

Appendix A-Financial Policies

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

Town of Freeport

Fund Balance Policy-General Fund

Purpose

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

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

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

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

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

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

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

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

Policy

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

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

Town of Freeport
Investment Policy

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

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

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

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

SCOPE

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

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

OBJECTIVES

The Town's principal investment objectives are:

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

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

PRUDENCE

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

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

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

ETHICS AND CONFLICTS OF INTEREST

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

DELEGATION OF AUTHORITY

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

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

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

INTERNAL CONTROLS

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

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

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

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

1. U.S. Treasury Obligations: Treasury Bills, Treasury Notes and Treasury Bonds with maturities not exceeding three years from date of trade settlement.

2. Federal Instrumentality Securities: Debentures, discount notes and callable securities, with maturities not exceeding three years from the date of trade settlement, issued by the following only: Federal Home Loan Banks (FHLB), Federal National Mortgage Association (FNMA), Federal Farm Credit Banks (FFCB), Federal Home Loan Mortgage Corporation (FHLMC) and Student Loan Marketing Association (SLMA).

3. Repurchase Agreements: With maturities not to exceed one year collateralized by U.S. Treasury Obligations or Federal Instrumentality Securities listed in items 1 and 2 above with the maturity of the collateral not exceeding 10 years. For the purpose of this section, the term collateral shall mean purchased securities under the terms of the Town's approved Master Repurchase Agreement. The purchased securities shall have an original minimum market value including accrued interest of 102 percent of the dollar value of the transaction and the collateral maintenance level shall be 101 percent. Collateral shall be held in the Town's custodian bank as safekeeping agent, and the market value of the collateral securities shall be marked-to-market daily.

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

4. Commercial Paper: With maturities not exceeding 270 days from the date of purchase which is rated at least A-1 by Standard and Poor's, P-1 by Moody's or F1 by Fitch at the time of purchase by each service which rates the commercial paper. If the commercial paper issuer has senior debt outstanding, the senior debt must be rated by each service that publishes a rating on the issuer of at least A by Standard and Poor's, A2 by Moody's or A by Fitch.

5. Money Market Mutual Funds: registered under the Investment Company Act of 1940 which (1) are "no-load" (meaning no commission or fee shall be charged on purchases or sales of shares); (2) have a constant daily net asset value per share of $1.00; (3) limit assets of the fund to U.S. Treasury Obligations, Federal Instrumentality or Agency Securities or repurchase agreements collateralized by such securities; (4) have a maximum stated maturity

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

6. Time Certificates of Deposit: with maturities not exceeding four years, in state or nationally chartered banks or savings and loans, which are insured by the Federal Deposit Insurance Corporation (FDIC). Certificates of Deposit which exceed the FDIC insured amount may be purchased only from financial institutions which meet the criteria set forth under the following section, "Selection of Banks and Savings and Loans."

7. Funds organized through Maine Interlocal Cooperation that maintain a net asset value of $1.00, specifically the Maine Cooperative Liquid Assets Security System Trust (Maine CLASS).

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

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

INVESTMENT DIVERSIFICATION AND LIQUIDITY

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

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

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

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

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

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

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

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

Proof of registration to sell securities in the State of Maine

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

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

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

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

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

COMPETITIVE TRANSACTIONS

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

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

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

SELECTION OF BANKS AND SAVINGS AND LOANS

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

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

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

PORTFOLIO PERFORMANCE

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

REPORTING

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

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

POLICY REVISIONS

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

RESERVE FUND AND TRUST FUND INVESTMENTS

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

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

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

Investment Diversification:

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

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

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

Investment Performance:

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

REPORTING

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

BIDDING AND RFP PROCESS

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

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

Annex I

Authorized Personnel

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

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

Town of Freeport
Reserve Policy

1. Purpose

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

2. Reserve Establishment and Retention

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

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

3. Funding

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

- *Rescue Reserve Department Equipment* - funded by $35,000 of the Rescue Department Revenues on an annual basis.

- *Cable T.V. Department Equipment Replacement* - funded by $10,000 of the revenues from the Franchise Agreement on an annual basis.

- *Unemployment Compensation* - funded by the earned interest on the account principal.

- *Traffic and Parking Improvements* - funded by administrative fees and parking leases less $37,500 for fund balance and expenses.

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

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

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

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

TOWN OF FREEPORT
TAX RATE POLICY

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

Establishment and Implementation

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

This policy can be amended by a majority vote of the Town Council.
Effective date of this policy is July 1, 1998.
Date of adoption – May 5, 1998
Amended – February 3, 2004
Date of adoption – February 3, 2004
Date of Amendment-June 21st, 2011
Date of Adoption-June 21st, 2011

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0100	Town Council								
0100	1001	Prof Salar	5,900.00	5,900.00	5,900.00	6,700.00	5,900.00	5,900.00	.0%
0100	1200	Other Wag	1,525.00	3,000.00	3,000.00	2,565.00	3,000.00	3,000.00	.0%
0100	2800	Assoc Dues	10,937.88	10,500.00	10,500.00	10,269.00	10,500.00	10,269.00	-2.2%
0100	3300	Emp Train	640.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
0100	3450	Legal Serv	56,618.92	70,000.00	70,000.00	32,126.02	50,000.00	60,000.00	-14.3%
0100	3460	Audit Fees	18,500.00	21,500.00	21,500.00	24,500.00	21,500.00	24,000.00	11.6%
0100	5400	Advertisin	4,356.49	6,000.00	6,000.00	3,446.69	5,000.00	5,000.00	-16.7%
0100	6000	Supplies	2,820.11	2,000.00	2,000.00	1,024.99	1,500.00	1,500.00	-25.0%
0100	7800	Spec Projs	6,000.00	.00	.00	.00	.00	.00	.0%
0100	8104	GPCOG	7,879.00	8,800.00	8,800.00	7,879.00	8,500.00	8,500.00	-3.4%
0100	8113	PACTS	1,865.00	1,435.00	1,435.00	.00	1,435.00	1,500.00	4.5%
TOTAL Town Council			117,042.40	130,135.00	130,135.00	88,510.70	108,335.00	120,669.00	-7.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0101	Town Manager								
0101	1001	Prof Salar	120,198.52	102,000.00	102,000.00	97,872.94	102,000.00	105,000.00	2.9%
0101	2800	Assoc Dues	1,056.00	1,000.00	1,000.00	897.60	1,000.00	1,000.00	.0%
0101	3300	Emp Train	1,118.51	2,000.00	2,000.00	1,006.69	2,000.00	2,000.00	.0%
0101	3302	Empl Trav	2,847.07	2,000.00	2,000.00	1,522.40	2,000.00	2,000.00	.0%
0101	5813	Busin Exp	323.95	500.00	500.00	.00	500.00	500.00	.0%
0101	6000	Supplies	357.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
TOTAL Town Manager			125,901.05	108,500.00	108,500.00	101,299.63	108,500.00	111,500.00	2.8%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0102	Finance								
0102	1001	Prof Salar	229,940.88	234,678.00	234,678.00	239,458.59	234,678.00	245,502.00	4.6%
0102	1201	Other Wag	69,128.16	60,000.00	60,000.00	68,737.72	60,000.00	.00	-100.0%
0102	2800	Assoc Dues	280.00	400.00	400.00	85.00	400.00	400.00	.0%
0102	3300	Emp Train	4,931.31	2,750.00	2,750.00	1,843.71	2,750.00	2,750.00	.0%
0102	3302	Empl Trav	64.19	3,000.00	3,000.00	67.78	2,500.00	2,500.00	-16.7%
0102	3400	Con Servic	3,223.55	250.00	250.00	.00	1,000.00	250.00	.0%
0102	3470	Registry	4,017.50	5,500.00	5,500.00	5,291.00	5,500.00	5,500.00	.0%
0102	3480	Comp Maint	30,081.21	26,250.00	26,250.00	25,464.40	26,250.00	26,750.00	1.9%
0102	4301	Equip Rpr	.00	.00	.00	820.00	.00	.00	.0%
0102	4320	Tech Repai	.00	2,000.00	2,000.00	155.00	1,000.00	1,000.00	-50.0%
0102	6000	Supplies	2,273.44	2,000.00	2,000.00	4,208.51	3,500.00	3,000.00	50.0%
0102	6002	Printing	1,484.69	3,500.00	3,500.00	746.86	3,500.00	3,000.00	-14.3%
0102	6003	Tax Bills	.00	1,500.00	1,500.00	1,284.65	1,500.00	1,500.00	.0%
0102	7800	Winxnet	.00	.00	.00	.00	.00	70,000.00	.0%
TOTAL Finance			345,424.93	341,828.00	341,828.00	348,163.22	342,578.00	362,152.00	5.9%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0103	Assessing								
0103	1001	Prof Salar	121,340.78	128,605.00	128,605.00	122,127.09	128,605.00	131,999.00	2.6%
0103	2800	Assoc Dues	325.00	360.00	360.00	341.00	360.00	360.00	.0%
0103	3300	Emp Train	966.00	2,200.00	2,200.00	2,049.42	2,200.00	2,200.00	.0%
0103	3302	Empl Trav	2,500.00	2,500.00	2,500.00	552.00	2,500.00	2,500.00	.0%
0103	3400	Con Servic	.00	10,750.00	10,750.00	4,389.54	10,750.00	10,750.00	.0%
0103	3470	Registry	1,273.40	1,100.00	1,100.00	672.00	1,100.00	1,100.00	.0%
0103	3480	Comp Maint	8,229.55	8,650.00	8,650.00	9,928.54	8,650.00	8,650.00	.0%
0103	4320	Tech Repai	.00	500.00	500.00	.00	500.00	500.00	.0%
0103	5320	Telephone	240.00	240.00	240.00	240.00	240.00	240.00	.0%
0103	5400	Advertisin	.00	500.00	500.00	.00	500.00	500.00	.0%
0103	6000	Supplies	1,234.69	1,140.00	1,140.00	1,277.95	1,140.00	1,200.00	5.3%
0103	6002	Printing	357.60	400.00	400.00	377.60	400.00	400.00	.0%
0103	6008	Mapping	2,972.50	3,200.00	3,200.00	2,950.00	3,200.00	3,200.00	.0%
TOTAL Assessing			139,439.52	160,145.00	160,145.00	144,905.14	160,145.00	163,599.00	2.2%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0104	Codes Enforcement								
0104	1001	Prof Salar	73,239.51	73,439.00	73,439.00	73,197.17	73,439.00	74,725.00	1.8%
0104	2605	Clothing	.00	.00	.00	100.00	.00	100.00	.0%
0104	2800	Assoc Dues	160.00	180.00	180.00	160.00	180.00	180.00	.0%
0104	3300	Emp Train	403.07	150.00	150.00	39.92	150.00	150.00	.0%
0104	3302	Empl Trav	2,280.64	4,000.00	4,000.00	2,769.85	3,500.00	3,500.00	-12.5%
0104	6000	Supplies	731.88	300.00	300.00	879.14	300.00	600.00	100.0%
TOTAL Codes Enforcement			76,815.10	78,069.00	78,069.00	77,146.08	77,569.00	79,255.00	1.5%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0105	Town Clerk And Elections								
0105	1001	Prof Salar	81,118.16	86,487.00	86,487.00	80,873.98	86,487.00	86,936.00	.5%
0105	1005	Ballot Clk	4,737.47	5,000.00	5,000.00	2,202.27	5,000.00	5,000.00	.0%
0105	1200	Other Wag	51.75	.00	.00	.00	.00	.00	.0%
0105	2800	Assoc Dues	300.00	300.00	300.00	230.00	300.00	300.00	.0%
0105	3300	Emp Train	1,431.18	1,500.00	1,500.00	1,057.30	1,500.00	1,500.00	.0%
0105	3302	Empl Trav	294.10	350.00	350.00	338.33	350.00	350.00	.0%
0105	3426	Elect Serv	4,148.16	5,700.00	5,700.00	4,628.23	5,700.00	5,700.00	.0%
0105	4301	Equip Rpr	442.00	800.00	800.00	.00	800.00	800.00	.0%
0105	5400	Advertisin	1,764.88	1,400.00	1,400.00	917.98	1,400.00	1,200.00	-14.3%
0105	6000	Supplies	691.50	2,500.00	2,500.00	2,503.62	2,500.00	600.00	-76.0%
0105	6095	Doc Preser	718.12	800.00	800.00	543.38	800.00	800.00	.0%
TOTAL Town Clerk And Electio			95,697.32	104,837.00	104,837.00	93,295.09	104,837.00	103,186.00	-1.6%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0106	General Administration								
0106	1001	Prof Salar	57,591.49	79,578.00	79,578.00	57,415.81	79,578.00	79,687.00	.1%
0106	3302	Empl Trav	1,774.06	1,500.00	1,500.00	13.56	1,500.00	1,000.00	-33.3%
0106	3425	Purch/Bid	263.80	500.00	500.00	.00	500.00	500.00	.0%
0106	3427	Twn Report	5,163.85	5,500.00	5,500.00	2,000.00	5,500.00	5,500.00	.0%
0106	4301	Equip Rpr	945.29	3,000.00	3,000.00	1,642.74	3,000.00	3,000.00	.0%
0106	4350	Web Maint	6,732.38	5,000.00	5,000.00	6,109.88	5,000.00	5,000.00	.0%
0106	4455	Equip Rntl	552.92	1,200.00	1,200.00	360.00	1,200.00	1,200.00	.0%
0106	5310	Postage	16,109.23	21,000.00	21,000.00	34,161.92	21,000.00	21,000.00	.0%
0106	5320	Telephone	7,027.29	9,500.00	9,500.00	11,804.68	9,500.00	10,000.00	5.3%
0106	6000	Supplies	3,743.58	5,300.00	5,300.00	3,326.59	5,300.00	5,300.00	.0%
0106	6002	Printing	522.42	2,500.00	2,500.00	349.80	2,500.00	2,500.00	.0%
0106	7300	WAN	12,006.74	26,400.00	26,400.00	16,998.00	26,400.00	26,400.00	.0%
0106	8115	MSC Coalit	945.48	1,000.00	1,000.00	945.48	1,000.00	1,000.00	.0%
TOTAL General Administration			113,378.53	161,978.00	161,978.00	135,128.46	161,978.00	162,087.00	.1%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0107	Building Maintenance								
0107	1001	Prof Salar	55,066.77	58,585.00	58,585.00	54,717.50	58,585.00	60,776.00	3.7%
0107	1300	OT Wages	7,575.60	8,000.00	8,000.00	6,205.60	8,000.00	8,000.00	.0%
0107	2605	Clothing	303.99	500.00	500.00	606.00	650.00	600.00	20.0%
0107	3490	Grounds	1,329.92	.00	.00	.00	.00	.00	.0%
0107	4010	Bldg Maite	48,541.78	40,000.00	40,000.00	41,485.35	40,000.00	40,000.00	.0%
0107	4021	Rubbish	7,114.47	6,000.00	6,000.00	6,501.94	7,500.00	7,500.00	25.0%
0107	4033	Fire Prev	1,122.00	1,500.00	1,500.00	1,029.94	1,200.00	1,200.00	-20.0%
0107	4038	Veh Maint	134.79	3,500.00	3,500.00	3,363.16	2,000.00	2,000.00	-42.9%
0107	4040	Grnds Main	1,924.59	5,400.00	5,400.00	4,785.06	3,000.00	3,000.00	-44.4%
0107	4041	Train Plat	72,865.56	.00	.00	.00	.00	.00	.0%
0107	6005	Clean Supp	8,932.85	8,000.00	8,000.00	8,707.60	9,000.00	9,000.00	12.5%
0107	6202	Elect T	6,319.09	9,000.00	9,000.00	8,857.18	8,000.00	8,000.00	-11.1%
0107	6203	Elect PW	7,582.55	11,000.00	11,000.00	5,728.41	9,000.00	9,000.00	-18.2%
0107	6204	Elect PS	18,307.27	25,000.00	25,000.00	19,431.51	21,000.00	21,000.00	-16.0%
0107	6212	Water TH	1,434.94	2,500.00	2,500.00	1,364.74	2,500.00	2,500.00	.0%
0107	6213	Water PW	3,294.31	4,600.00	4,600.00	2,979.75	4,600.00	4,600.00	.0%
0107	6214	Water-PS	3,055.86	2,800.00	2,800.00	2,193.20	2,800.00	2,800.00	.0%
0107	6222	Sewer TH	742.32	1,285.00	1,285.00	742.35	1,285.00	1,285.00	.0%
0107	6223	Sewer PW	2,061.21	1,663.00	1,663.00	1,379.39	1,663.00	1,663.00	.0%
0107	6224	Sewer PS	2,404.31	2,142.00	2,142.00	1,940.89	2,142.00	2,142.00	.0%
0107	6242	Heat TH	2,818.85	4,000.00	4,000.00	3,360.70	3,500.00	3,500.00	-12.5%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0107	6243	Heat PW	8,860.38	12,000.00	12,000.00	11,202.12	11,000.00	11,000.00	-8.3%
0107	6244	Heat PS	13,451.07	15,000.00	15,000.00	18,030.41	16,500.00	16,500.00	10.0%
0107	6245	Heat-PS AX	3,156.20	3,850.00	3,850.00	1,933.54	3,850.00	3,850.00	.0%
0107	6260	Veh Fuel	.00	1,500.00	1,500.00	193.86	1,500.00	1,500.00	.0%
0107	6360	Comm Ctr	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	.0%
0107	7500	Flags	540.13	500.00	500.00	599.40	700.00	700.00	40.0%
TOTAL Building Maintenance			318,940.81	268,325.00	268,325.00	247,339.60	259,975.00	262,116.00	-2.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0108	Employee Benefits								
0108	2303	Ret ICMA	94,664.87	105,000.00	105,000.00	90,355.38	105,000.00	106,000.00	1.0%
0108	2305	Retir MSRS	149,191.12	185,000.00	185,000.00	175,256.63	185,000.00	195,300.00	5.6%
0108	2407	FICA & Med	271,183.68	300,000.00	300,000.00	325,645.66	300,000.00	308,787.00	2.9%
0108	2409	Healt Ins	537,654.24	598,000.00	598,000.00	546,651.02	598,000.00	607,750.00	1.6%
0108	2410	Wkrs Comp	109,473.01	130,000.00	130,000.00	144,183.45	130,000.00	126,471.00	-2.7%
0108	2411	Unemp Comp	173.28	.00	.00	1,239.74	.00	.00	.0%
0108	2412	Life Ins	1,493.40	3,000.00	3,000.00	1,800.75	3,000.00	3,000.00	.0%
0108	2413	Med Reim	1,171.87	2,400.00	2,400.00	2,061.50	2,400.00	2,400.00	.0%
0108	2415	Wellness	15,834.18	20,000.00	20,000.00	12,324.81	20,000.00	20,000.00	.0%
0108	2416	Dental	26,580.96	31,000.00	31,000.00	29,023.57	31,000.00	31,472.00	1.5%
0108	2419	Med Exams	657.00	1,000.00	1,000.00	439.00	1,000.00	1,000.00	.0%
0108	2420	Drug Test	418.00	1,000.00	1,000.00	357.00	1,000.00	1,000.00	.0%
0108	2421	Vac Sick P	94,108.15	25,000.00	25,000.00	.00	20,000.00	20,000.00	-20.0%
TOTAL Employee Benefits			1,302,603.76	1,401,400.00	1,401,400.00	1,329,338.51	1,396,400.00	1,423,180.00	1.6%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0109	Train Station								
0109	1001	Prof Salar	.00	18,900.00	18,900.00	16,828.41	18,900.00	15,766.00	-16.6%
0109	1200	Other Wag	.00	30,000.00	30,000.00	17,949.25	30,000.00	30,000.00	.0%
0109	3300	Emp Train	.00	.00	.00	601.43	600.00	600.00	.0%
0109	3302	Empl Trav	.00	1,200.00	1,200.00	55.48	700.00	1,200.00	.0%
0109	3400	Con Servic	.00	1,500.00	1,500.00	1,634.17	1,500.00	1,500.00	.0%
0109	4040	Grnds Main	.00	33,000.00	33,000.00	48,427.74	33,000.00	33,000.00	.0%
0109	4301	Equip Rpr	.00	.00	.00	2,622.68	2,000.00	2,000.00	.0%
0109	5320	Telephone	.00	.00	.00	476.61	500.00	500.00	.0%
0109	6000	Supplies	.00	5,100.00	5,100.00	5,251.49	5,100.00	3,500.00	-31.4%
0109	6205	Elect-Tr S	333.65	10,500.00	10,500.00	6,561.58	6,000.00	7,000.00	-33.3%
0109	6215	Water-Tr S	.00	550.00	550.00	399.30	550.00	550.00	.0%
0109	6225	Sewer Tr S	.00	1,200.00	1,200.00	447.51	1,200.00	600.00	-50.0%
0109	6241	Heat-Tr S	.00	3,500.00	3,500.00	1,968.57	3,500.00	3,500.00	.0%
0109	6713	Sm Equip	.00	.00	.00	129.60	500.00	2,000.00	.0%
		This includes $1600 for a drinking fountain at the train station. Currently, there is no water for the public to drink at the station.							
TOTAL Train Station			333.65	105,450.00	105,450.00	103,353.82	104,050.00	101,716.00	-3.5%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0110	Insurances								
0110	5200	Insurance	90,788.75	105,000.00	105,000.00	93,433.50	95,000.00	100,000.00	-4.8%
TOTAL Insurances			90,788.75	105,000.00	105,000.00	93,433.50	95,000.00	100,000.00	-4.8%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0200	Police								
0200	1001	Prof Salar	733,152.40	770,381.00	770,381.00	768,518.36	770,381.00	831,405.00	7.9%
0200	1200	Other Wag	33,050.83	40,305.00	40,305.00	36,924.65	40,305.00	40,305.00	.0%
0200	1202	DET-REIMB	.00	.00	.00	-4,236.70	.00	.00	.0%
0200	1300	OT Wages	111,215.95	75,000.00	75,000.00	119,741.86	111,000.00	106,000.00	41.3%
0200	2441	Recruitmt	.00	.00	.00	.00	.00	300.00	.0%
0200	2605	Clothing	3,402.16	8,500.00	8,500.00	6,554.60	8,500.00	9,500.00	11.8%
0200	2638	Unif Clean	10,020.00	9,630.00	9,630.00	8,220.00	9,630.00	10,350.00	7.5%
0200	2800	Assoc Dues	455.00	610.00	610.00	465.00	610.00	610.00	.0%
0200	3300	Emp Train	6,961.30	7,000.00	7,000.00	5,202.43	7,000.00	8,500.00	21.4%
0200	3302	Empl Trav	733.34	1,000.00	1,000.00	1,333.67	1,000.00	1,000.00	.0%
0200	3430	Animal	10,163.91	10,570.00	10,570.00	10,163.91	10,570.00	10,570.00	.0%
0200	4036	Radio Main	1,205.10	1,200.00	1,200.00	1,184.62	1,200.00	1,200.00	.0%
0200	4038	Veh Maint	33,402.95	18,000.00	18,000.00	24,491.69	20,000.00	18,000.00	.0%
0200	4048	Radar Main	880.00	815.00	815.00	829.00	880.00	880.00	8.0%
0200	4301	Equip Rpr	2,888.16	4,540.00	4,540.00	2,068.75	3,500.00	4,540.00	.0%
0200	4320	Tech Repai	13,637.50	13,600.00	13,600.00	11,460.00	13,600.00	13,600.00	.0%
0200	6000	Supplies	3,241.83	3,400.00	3,400.00	4,352.43	3,550.00	3,400.00	.0%
0200	6002	Printing	2,992.45	2,500.00	2,500.00	2,136.95	2,500.00	2,500.00	.0%
0200	6007	Ammunition	5,214.84	5,000.00	5,000.00	5,511.70	5,550.00	5,500.00	10.0%
0200	6033	Drug Prog	412.00	550.00	550.00	354.75	550.00	550.00	.0%
0200	6260	Veh Fuel	51,919.46	50,000.00	50,000.00	55,125.61	50,000.00	55,000.00	10.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0200	7302	PD Cruiser	25,000.00	25,800.00	25,800.00	23,868.00	24,000.00	.00	-100.0%
0200	7332	Cruis Chan	8,225.85	8,000.00	8,000.00	8,000.46	8,000.00	.00	-100.0%
TOTAL Police			1,058,175.03	1,056,401.00	1,056,401.00	1,092,271.74	1,092,326.00	1,123,710.00	6.4%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0201	Special Enforcement								
0201	1001	Prof Salar	44,021.35	44,206.00	44,206.00	44,171.19	44,206.00	45,002.00	1.8%
0201	1200	Other Wag	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	.0%
0201	1300	OT Wages	1,651.75	1,500.00	1,500.00	1,572.74	1,500.00	1,500.00	.0%
0201	2605	Clothing	409.45	1,000.00	1,000.00	-139.85	1,200.00	1,000.00	.0%
0201	2638	Unif Clean	720.00	720.00	720.00	720.00	720.00	720.00	.0%
0201	3300	Emp Train	323.44	350.00	350.00	50.00	350.00	350.00	.0%
0201	3302	Empl Trav	.00	50.00	50.00	.00	50.00	50.00	.0%
0201	4038	Veh Maint	1,395.08	1,700.00	1,700.00	1,473.00	1,700.00	1,700.00	.0%
0201	4045	Boat Maint	2,690.56	4,000.00	4,000.00	2,847.36	4,000.00	3,000.00	-25.0%
0201	6000	Supplies	303.00	300.00	300.00	216.55	300.00	300.00	.0%
TOTAL Special Enforcement			52,764.63	55,076.00	55,076.00	52,160.99	55,276.00	54,872.00	-.4%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0202	Fire								
0202	1001	Prof Salar	146,192.46	168,781.00	168,781.00	177,100.12	168,781.00	175,160.00	3.8%
0202	1190	Call Pay	213,198.59	210,000.00	210,000.00	211,814.41	210,000.00	225,000.00	7.1%
0202	1300	OT Wages	7,182.45	8,000.00	8,000.00	4,005.38	8,000.00	8,000.00	.0%
0202	2419	Med Exams	175.00	1,000.00	1,000.00	155.50	1,000.00	1,000.00	.0%
0202	2485	Vac & Immu	533.09	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
0202	2605	Clothing	3,860.05	3,500.00	3,500.00	3,290.34	3,500.00	3,500.00	.0%
0202	2800	Assoc Dues	1,371.20	1,500.00	1,500.00	710.00	1,500.00	1,500.00	.0%
0202	3300	Emp Train	14,137.55	11,000.00	11,000.00	7,585.63	11,000.00	11,000.00	.0%
0202	4036	Radio Main	3,130.78	4,000.00	4,000.00	3,463.21	4,000.00	4,000.00	.0%
0202	4038	Veh Maint	27,196.71	23,000.00	23,000.00	30,174.24	20,000.00	20,000.00	-13.0%
0202	4049	Alarm Main	12.38	2,500.00	2,500.00	1,443.45	2,500.00	2,500.00	.0%
0202	4301	Equip Rpr	4,167.44	4,555.00	4,555.00	7,997.13	4,555.00	4,555.00	.0%
0202	4320	Tech Repai	811.20	1,500.00	1,500.00	589.99	1,500.00	1,500.00	.0%
0202	5320	Telephone	4,835.20	3,800.00	3,800.00	2,639.48	3,800.00	3,800.00	.0%
0202	5420	Pub Educ	2,702.26	3,200.00	3,200.00	2,293.90	3,200.00	3,200.00	.0%
0202	6000	Supplies	8,255.55	3,600.00	3,600.00	4,900.47	3,600.00	3,600.00	.0%
0202	6005	Clean Supp	516.93	800.00	800.00	439.94	800.00	800.00	.0%
0202	6010	Fire Supl	6,430.93	2,500.00	2,500.00	7,575.98	6,500.00	3,500.00	40.0%
0202	6045	Protec Eq	1,357.03	3,500.00	3,500.00	2,830.24	3,500.00	18,500.00	428.6%
	There is an addition here of $15,000 due to moving protective clothing out of the capital budget into the operating budget.								
0202	6260	Veh Fuel	14,220.34	12,000.00	12,000.00	2,338.86	12,000.00	12,000.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0202	6712	Tools	1,083.80	500.00	500.00	142.20	500.00	500.00	.0%
0202	7300	Equip	6,568.00	5,500.00	5,500.00	6,078.75	5,500.00	5,500.00	.0%
TOTAL Fire			467,938.94	475,736.00	475,736.00	477,569.22	476,736.00	510,115.00	7.2%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0203	Rescue								
0203	1001	Prof Salar	187,773.97	165,163.00	165,163.00	151,281.97	165,163.00	168,430.00	2.0%
0203	1190	Call Pay	49,809.66	72,000.00	72,000.00	65,913.48	72,000.00	72,000.00	.0%
0203	1300	OT Wages	21,783.14	20,000.00	20,000.00	21,684.31	20,000.00	20,000.00	.0%
0203	2419	Med Exams	85.00	800.00	800.00	722.50	800.00	800.00	.0%
0203	2485	Vac & Immu	941.10	450.00	450.00	.00	450.00	450.00	.0%
0203	2605	Clothing	.00	.00	.00	441.45	.00	.00	.0%
0203	2800	Assoc Dues	3,339.00	2,500.00	2,500.00	3,760.00	3,100.00	3,300.00	32.0%
0203	3300	Emp Train	15,088.08	11,500.00	11,500.00	8,043.53	11,500.00	11,500.00	.0%
0203	3401	Intcpt Ser	.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	.0%
0203	4036	Radio Main	1,198.60	2,325.00	2,325.00	234.90	2,325.00	2,325.00	.0%
0203	4038	Veh Maint	9,055.51	7,000.00	7,000.00	14,454.14	7,000.00	5,000.00	-28.6%
0203	4301	Equip Rpr	4,129.00	4,855.00	4,855.00	475.70	4,855.00	4,855.00	.0%
0203	4320	Tech Repai	4,657.23	4,950.00	4,950.00	1,526.18	4,950.00	4,950.00	.0%
0203	5320	Telephone	3,430.64	3,000.00	3,000.00	3,590.07	3,000.00	3,000.00	.0%
0203	6000	Supplies	2,707.75	1,450.00	1,450.00	4,325.81	1,450.00	1,450.00	.0%
0203	6002	Printing	81.14	500.00	500.00	591.93	500.00	500.00	.0%
0203	6005	Clean Supp	228.61	300.00	300.00	223.40	300.00	300.00	.0%
0203	6009	Med Suppl	22,660.96	21,000.00	21,000.00	22,906.93	23,000.00	23,000.00	9.5%
0203	6045	Protec Eq	70.95	1,000.00	1,000.00	.00	1,000.00	8,000.00	700.0%
	$7,000 has been added here because staff moved protective equipment from the capital budget to the operating budget.								
0203	6260	Veh Fuel	11,804.15	12,950.00	12,950.00	12,378.83	12,950.00	12,950.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0203	6712	Tools	209.68	250.00	250.00	.00	250.00	250.00	.0%
TOTAL Rescue			339,054.17	333,493.00	333,493.00	312,555.13	336,093.00	344,560.00	3.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0204	Public Safety Reception								
0204	1001	Prof Salar	17,625.25	16,830.00	16,830.00	6,060.32	16,830.00	17,132.00	1.8%
0204	1200	Other Wag	9,424.84	10,000.00	10,000.00	6,139.33	10,000.00	10,000.00	.0%
0204	1300	OT Wages	.00	500.00	500.00	.00	500.00	500.00	.0%
0204	4301	Equip Rpr	4,985.52	8,180.00	8,180.00	4,578.79	7,000.00	7,000.00	-14.4%
0204	5320	Telephone	10,689.25	14,000.00	14,000.00	11,307.12	12,000.00	12,000.00	-14.3%
0204	6000	Supplies	12.72	250.00	250.00	585.04	600.00	250.00	.0%
0204	7800	Dispatch	127,308.00	131,127.00	131,127.00	129,981.48	131,127.00	135,061.00	3.0%
TOTAL Public Safety Receptio			170,045.58	180,887.00	180,887.00	158,652.08	178,057.00	181,943.00	.6%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0206	Public Utilities								
0206	6208	Elect-St L	40,264.14	45,000.00	45,000.00	43,486.90	45,000.00	45,000.00	.0%
0206	6218	Hydrants	156,681.06	170,000.00	170,000.00	153,425.20	166,000.00	166,000.00	-2.4%
TOTAL Public Utilities			196,945.20	215,000.00	215,000.00	196,912.10	211,000.00	211,000.00	-1.9%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0300	Human Services Agencies								
0300	8600	Regional T	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8601	Home H	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	.0%
0300	8602	Aging	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8606	FCS	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00	.0%
0300	8607	Family Cri	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8608	F Dental	.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	.0%
0300	8611	F Child C	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	.00	-100.0%
0300	8612	S A Respon	500.00	500.00	500.00	.00	500.00	500.00	.0%
0300	8613	Elders	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.0%
0300	8614	Red Cross	500.00	500.00	500.00	500.00	500.00	500.00	.0%
0300	8615	Woodfords	.00	400.00	400.00	.00	400.00	.00	-100.0%
0300	8616	Port Teen	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	.0%
TOTAL Human Services Agencie			41,000.00	43,200.00	43,200.00	42,300.00	43,200.00	38,800.00	-10.2%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0301	General Assistance								
0301	1001	Prof Salar	66,994.80	69,917.00	69,917.00	66,845.72	69,917.00	71,140.00	1.7%
0301	2800	Assoc Dues	30.00	40.00	40.00	30.00	40.00	40.00	.0%
0301	3300	Emp Train	136.55	200.00	200.00	58.98	200.00	200.00	.0%
0301	3302	Empl Trav	301.36	400.00	400.00	137.30	400.00	400.00	.0%
0301	6000	Supplies	88.22	200.00	200.00	103.81	200.00	200.00	.0%
0301	6350	Assis-Free	15,210.87	30,000.00	30,000.00	6,889.60	30,000.00	30,000.00	.0%
0301	6351	Assist Ya	418.72	.00	.00	730.54	.00	.00	.0%
TOTAL General Assistance			83,180.52	100,757.00	100,757.00	74,795.95	100,757.00	101,980.00	1.2%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0400	Public Works General								
0400	1001	Prof Salar	499,440.76	506,670.00	506,670.00	496,616.86	506,670.00	521,494.00	2.9%
0400	1300	OT Wages	75,173.21	68,000.00	68,000.00	64,098.39	68,000.00	70,000.00	2.9%
0400	2605	Clothing	7,366.16	7,500.00	7,500.00	8,387.89	9,250.00	9,250.00	23.3%
0400	3300	Emp Train	3,564.23	3,700.00	3,700.00	2,957.70	3,500.00	3,700.00	.0%
0400	3435	Enginering	1,173.90	5,700.00	5,700.00	2,963.81	5,200.00	5,700.00	.0%
0400	4036	Radio Main	942.37	1,000.00	1,000.00	967.72	968.00	1,000.00	.0%
0400	4038	Veh Maint	47,167.30	49,140.00	49,140.00	56,829.68	58,000.00	49,140.00	.0%
0400	4455	Equip Rntl	5,453.12	4,000.00	4,000.00	4,035.79	4,000.00	4,000.00	.0%
0400	5320	Telephone	1,949.61	1,860.00	1,860.00	2,020.92	1,860.00	1,860.00	.0%
0400	6000	Supplies	1,848.09	1,500.00	1,500.00	944.66	1,450.00	1,500.00	.0%
0400	6260	Veh Fuel	69,575.10	80,000.00	80,000.00	84,571.84	80,000.00	85,000.00	6.3%
0400	6708	Tires	8,021.87	10,000.00	10,000.00	10,132.75	9,900.00	10,000.00	.0%
0400	6712	Tools	209.59	1,000.00	1,000.00	237.42	980.00	1,000.00	.0%
0400	6713	Sm Equip	5,070.51	5,000.00	5,000.00	4,920.50	4,500.00	5,000.00	.0%
0400	6714	Signs	7,344.68	6,000.00	6,000.00	6,716.88	5,800.00	6,500.00	8.3%
0400	6717	Str Mark	4,384.54	8,200.00	8,200.00	2,009.12	8,000.00	8,200.00	.0%
TOTAL Public Works General			738,685.04	759,270.00	759,270.00	748,411.93	768,078.00	783,344.00	3.2%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0401	Public Works Summer Roads								
0401	3485	Cemetery	9,772.00	16,000.00	16,000.00	6,875.81	15,000.00	16,000.00	.0%
0401	3495	Brush Cntl	6,247.90	6,000.00	6,000.00	4,850.00	6,000.00	6,000.00	.0%
0401	6713	Sm Equip	1,219.60	2,500.00	2,500.00	2,390.16	2,000.00	2,500.00	.0%
0401	6740	Rd Stripng	26,374.96	28,000.00	28,000.00	2,269.20	27,000.00	28,000.00	.0%
0401	6750	Pav Matrls	14,214.24	34,900.00	34,900.00	30,883.94	34,900.00	34,900.00	.0%
0401	6755	Culverts	4,810.28	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	.0%
0401	6760	Gravel	28,220.06	30,000.00	30,000.00	10,340.97	29,500.00	30,000.00	.0%
0401	6780	Guard Rail	4,988.75	5,000.00	5,000.00	1,007.00	4,900.00	5,000.00	.0%
0401	6785	Traf light	5,579.47	6,500.00	6,500.00	6,653.08	7,200.00	6,500.00	.0%
0401	7200	Hot Top Rd	304,386.24	525,000.00	525,000.00	592,453.18	640,000.00	425,000.00	-19.0%
0401	7210	Drainage P	9,473.67	10,000.00	10,000.00	9,635.43	9,500.00	10,000.00	.0%
0401	7220	Ledge	.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	.0%
0401	7230	Catch Basi	9,369.20	14,000.00	14,000.00	13,661.35	13,700.00	14,000.00	.0%
0401	7240	Sidewalks	3,629.90	4,000.00	4,000.00	2,242.50	4,000.00	4,000.00	.0%
0401	7250	Hot Top St	17,309.46	30,100.00	30,100.00	30,100.00	30,100.00	30,100.00	.0%
TOTAL Public Works Summer Ro			445,595.73	718,500.00	718,500.00	718,362.62	830,300.00	618,500.00	-13.9%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0402	Public Works Winter Roads								
0402	6760	Gravel	4,551.00	5,000.00	5,000.00	5,000.00	7,000.00	7,000.00	40.0%
0402	6765	Salt	106,993.25	120,000.00	120,000.00	120,876.30	120,000.00	120,000.00	.0%
0402	6770	Surface Tr	13,323.20	18,000.00	18,000.00	18,814.76	18,000.00	18,000.00	.0%
0402	6775	Chains Bla	10,000.00	10,000.00	10,000.00	10,189.24	10,000.00	10,000.00	.0%
TOTAL Public Works Winter Ro			134,867.45	153,000.00	153,000.00	154,880.30	155,000.00	155,000.00	1.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0403	Public Works Tree & Park								
0403	4070	Tree Prun	2,289.98	12,000.00	12,000.00	7,626.06	12,000.00	12,000.00	.0%
0403	6370	Bow St Pk	1,118.71	1,500.00	1,500.00	480.90	1,200.00	1,500.00	.0%
0403	6910	Trees	2,240.40	2,000.00	2,000.00	1,125.00	2,000.00	2,000.00	.0%
TOTAL Public Works Tree & Pa			5,649.09	15,500.00	15,500.00	9,231.96	15,200.00	15,500.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0404	Solid Waste/Recycling								
0404	1001	Prof Salar	89,048.76	94,940.00	94,940.00	100,797.79	94,940.00	99,116.00	4.4%
0404	1200	Other Wag	7,030.13	6,000.00	6,000.00	322.74	6,000.00	6,000.00	.0%
0404	1300	OT Wages	2,700.83	3,000.00	3,000.00	2,699.81	2,900.00	3,000.00	.0%
0404	3300	Emp Train	.00	1,500.00	1,500.00	582.70	1,200.00	1,500.00	.0%
0404	3302	Empl Trav	1,809.49	1,500.00	1,500.00	355.05	500.00	1,500.00	.0%
0404	3465	Water Test	5,938.00	11,000.00	11,000.00	5,387.00	10,500.00	11,000.00	.0%
0404	3475	Leachate	9,875.00	9,000.00	9,000.00	13,973.50	8,900.00	9,000.00	.0%
0404	3480	Comp Maint	1,352.00	1,500.00	1,500.00	1,393.00	1,500.00	1,500.00	.0%
0404	3500	Tipping Fe	150,948.16	160,000.00	160,000.00	101,724.53	112,800.00	120,000.00	-25.0%
0404	3505	Hauling	56,786.21	65,000.00	65,000.00	65,506.82	65,000.00	65,000.00	.0%
0404	3530	Demo Tip	33,476.80	35,000.00	35,000.00	38,374.58	38,000.00	40,000.00	14.3%
0404	3535	Clean Week	6,426.04	10,000.00	10,000.00	6,977.26	12,000.00	10,000.00	.0%
0404	4038	Veh Maint	3,162.03	7,000.00	7,000.00	2,042.74	5,000.00	7,000.00	.0%
0404	4040	Grnds Main	1,700.00	2,000.00	2,000.00	800.00	1,800.00	2,000.00	.0%
0404	4050	Litter Con	.00	5,000.00	5,000.00	4,899.95	4,000.00	5,000.00	.0%
0404	5320	Telephone	1,063.90	1,100.00	1,100.00	607.83	1,100.00	2,600.00	136.4%
0404	5420	Pub Educ	47.84	3,000.00	3,000.00	1,313.89	3,000.00	3,000.00	.0%
0404	6000	Supplies	7,935.98	8,750.00	8,750.00	9,852.60	8,750.00	9,000.00	2.9%
0404	6200	Elect	2,176.53	4,300.00	4,300.00	3,405.63	4,300.00	4,300.00	.0%
0404	6240	Heat Fuel	2,206.67	3,000.00	3,000.00	3,338.23	3,000.00	3,000.00	.0%
0404	6260	Veh Fuel	2,455.56	3,000.00	3,000.00	2,219.19	3,000.00	3,000.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0404	6625	Security	336.00	900.00	900.00	633.00	900.00	900.00	.0%
0404	6900	Other Supp	1,031.69	1,000.00	1,000.00	960.00	960.00	1,000.00	.0%
TOTAL Solid Waste/Recycling			387,507.62	437,490.00	437,490.00	368,167.84	390,050.00	408,416.00	-6.6%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0405	Town Engineer								
0405	1001	Prof Salar	90,540.35	93,839.00	93,839.00	92,034.13	93,839.00	95,528.00	1.8%
0405	3300	Emp Train	753.37	2,400.00	2,400.00	1,648.33	1,800.00	2,400.00	.0%
0405	3302	Empl Trav	863.44	1,000.00	1,000.00	324.27	960.00	1,000.00	.0%
0405	6000	Supplies	39.83	300.00	300.00	225.44	250.00	300.00	.0%
0405	6720	Stormwater	23,220.52	20,400.00	20,400.00	25,081.03	23,500.00	20,400.00	.0%
TOTAL Town Engineer			115,417.51	117,939.00	117,939.00	119,313.20	120,349.00	119,628.00	1.4%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0406	HRF Fields Maintenance								
0406	3490	Grounds	.00	82,257.00	82,257.00	82,617.00	82,257.00	83,902.00	2.0%
0406	4010	Bldg Maite	.00	10,000.00	10,000.00	10,441.43	11,500.00	12,000.00	20.0%
0406	6200	Elect	215.35	1,000.00	1,000.00	1,178.76	1,100.00	1,200.00	20.0%
0406	6210	Water	62.47	10,000.00	10,000.00	5,219.90	7,400.00	8,000.00	-20.0%
0406	6240	Heat Fuel	.00	.00	.00	600.85	1,200.00	1,200.00	.0%
0406	6741	Striping	.00	5,000.00	5,000.00	900.00	1,900.00	3,000.00	-40.0%
0406	7680	Pest Contl	.00	.00	.00	5,000.00	5,000.00	15,000.00	.0%
0406	9200	Contingncy	.00	10,000.00	10,000.00	3,040.00	500.00	5,000.00	-50.0%
TOTAL HRF Fields Maintenance			277.82	118,257.00	118,257.00	108,997.94	110,857.00	129,302.00	9.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0500	Freeport Community Library								
0500	1001	Prof Salar	259,409.60	316,286.00	316,286.00	286,022.60	316,286.00	336,340.00	6.3%
0500	2800	Assoc Dues	.00	620.00	620.00	310.00	620.00	620.00	.0%
0500	3300	Emp Train	730.28	1,500.00	1,500.00	1,809.60	2,000.00	2,000.00	33.3%
0500	3302	Empl Trav	606.38	1,500.00	1,500.00	417.53	1,500.00	1,500.00	.0%
0500	3480	Comp Maint	.00	.00	.00	424.80	750.00	4,000.00	.0%
	This is the annual maintenance fee to be in the MINERVA program.								
0500	4301	Equip Rpr	177.00	.00	.00	1,186.10	.00	.00	.0%
0500	4320	Tech Repai	1,034.70	3,000.00	3,000.00	911.48	3,000.00	8,500.00	183.3%
	This includes $3,000 for collection scoping, and $2,500 for data migration to MINERVA.								
0500	5320	Telephone	2,599.73	2,300.00	2,300.00	4,101.56	2,300.00	2,300.00	.0%
0500	6000	Supplies	9,508.68	4,500.00	4,500.00	9,257.27	4,500.00	4,500.00	.0%
0500	6005	Clean Supp	.00	1,250.00	1,250.00	.00	1,250.00	1,250.00	.0%
0500	6200	Elect	13,210.11	15,000.00	15,000.00	10,131.87	15,000.00	15,000.00	.0%
0500	6210	Water	2,234.08	2,200.00	2,200.00	2,100.59	2,200.00	2,200.00	.0%
0500	6220	Sewer	482.17	520.00	520.00	427.13	520.00	520.00	.0%
0500	6240	Heat Fuel	10,568.79	11,000.00	11,000.00	10,619.70	11,000.00	11,000.00	.0%
0500	6400	Books	36,801.42	37,750.00	37,750.00	34,465.47	37,750.00	37,750.00	.0%
0500	6450	Nonprint	9,183.60	15,500.00	15,500.00	13,143.96	15,500.00	15,500.00	.0%
TOTAL Freeport Community Lib			346,546.54	412,926.00	412,926.00	375,329.66	414,176.00	442,980.00	7.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0600	Bustins Island								
0600	8250	Bustins Is	167,748.80	172,000.00	172,000.00	170,665.09	172,000.00	172,000.00	.0%
TOTAL Bustins Island			167,748.80	172,000.00	172,000.00	170,665.09	172,000.00	172,000.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0601	Promotions								
0601	8200	Memorial	285.00	500.00	500.00	260.00	500.00	500.00	.0%
0601	8204	July 4th	.00	1,000.00	1,000.00	2,050.00	1,000.00	1,000.00	.0%
0601	8206	Recognitio	2,413.12	1,500.00	1,500.00	1,434.11	1,500.00	1,500.00	.0%
0601	8210	Mis/Oth	4,557.82	2,000.00	2,000.00	243.19	2,000.00	2,000.00	.0%
0601	8215	Chamber	325.00	350.00	350.00	.00	350.00	1,000.00	185.7%
0601	8225	H Decor	.00	.00	.00	.00	.00	200.00	.0%
TOTAL Promotions			7,580.94	5,350.00	5,350.00	3,987.30	5,350.00	6,200.00	15.9%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0602	Planning								
0602	1001	Prof Salar	119,899.32	128,063.00	128,063.00	120,384.46	128,063.00	130,331.00	1.8%
0602	1200	Other Wag	2,000.00	2,200.00	2,200.00	2,075.00	2,200.00	2,200.00	.0%
0602	2800	Assoc Dues	470.00	500.00	500.00	470.00	500.00	500.00	.0%
0602	3000	Purc Prof	1,451.30	4,000.00	4,000.00	337.26	4,000.00	4,000.00	.0%
0602	3300	Emp Train	1,854.96	1,800.00	1,800.00	60.00	1,800.00	1,800.00	.0%
0602	3302	Empl Trav	1,184.15	1,300.00	1,300.00	.00	1,300.00	1,300.00	.0%
0602	4301	Equip Rpr	177.00	75.00	75.00	649.00	75.00	75.00	.0%
0602	4360	Bd Studies	.00	1,200.00	1,200.00	410.00	1,200.00	1,200.00	.0%
0602	6000	Supplies	553.20	700.00	700.00	281.43	700.00	700.00	.0%
TOTAL Planning			127,589.93	139,838.00	139,838.00	124,667.15	139,838.00	142,106.00	1.6%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0604	Board Of Appeals								
0604	1200	Other Wag	1,800.00	850.00	850.00	815.00	850.00	850.00	.0%
TOTAL Board Of Appeals			1,800.00	850.00	850.00	815.00	850.00	850.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0605	Coastal Waters Commision								
0605	1001	Prof Salar	41,031.06	40,100.00	40,100.00	41,080.70	40,100.00	42,586.00	6.2%
0605	1200	Other Wag	5,348.96	7,000.00	7,000.00	4,966.51	7,000.00	7,000.00	.0%
0605	2605	Clothing	398.39	500.00	500.00	.00	500.00	500.00	.0%
0605	3300	Emp Train	1,070.82	650.00	650.00	650.00	650.00	650.00	.0%
0605	3302	Empl Trav	.00	600.00	600.00	.00	600.00	600.00	.0%
0605	4010	Bldg Maint	.00	700.00	700.00	1,029.16	700.00	700.00	.0%
0605	4045	Boat Maint	2,205.91	2,000.00	2,000.00	3,806.04	4,000.00	2,000.00	.0%
0605	4060	Floats	3,700.29	4,500.00	4,500.00	1,175.00	4,500.00	4,500.00	.0%
0605	4065	Channel	.00	650.00	650.00	.00	650.00	650.00	.0%
0605	5320	Telephone	981.14	1,400.00	1,400.00	689.89	1,400.00	1,400.00	.0%
0605	6000	Supplies	899.14	500.00	500.00	657.88	500.00	500.00	.0%
0605	6045	Protec Eq	.00	2,000.00	2,000.00	262.31	2,000.00	2,000.00	.0%
0605	6200	Elect	548.84	750.00	750.00	487.23	750.00	750.00	.0%
0605	6210	Water	271.00	240.00	240.00	610.37	240.00	240.00	.0%
0605	6260	Veh Fuel	1,847.66	1,800.00	1,800.00	2,659.76	1,800.00	2,600.00	44.4%
0605	7650	Wharf	.00	1,100.00	1,100.00	10,990.48	1,100.00	1,100.00	.0%
TOTAL Coastal Waters Commisi			58,303.21	64,490.00	64,490.00	69,065.33	66,490.00	67,776.00	5.1%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0606	Conservation Commission								
0606	2800	Assoc Dues	.00	175.00	175.00	.00	175.00	175.00	.0%
0606	3400	Con Servic	.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	.0%
0606	6000	Supplies	.00	.00	.00	1,058.08	.00	.00	.0%
0606	9000	Misc	1,035.09	.00	.00	.00	.00	.00	.0%
TOTAL Conservation Commissio			1,035.09	1,675.00	1,675.00	1,058.08	1,675.00	1,675.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0607	Shellfish Commission								
0607	1200	Other Wag	.00	.00	.00	.00	.00	13,500.00	.0%
0607	6000	Supplies	2,190.35	2,100.00	2,100.00	1,092.19	2,100.00	2,100.00	.0%
	Per request of the Shellfish Commission								
0607	7670	Survy Flat	2,500.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	.0%
TOTAL Shellfish Commission			4,690.35	4,100.00	4,100.00	1,092.19	4,100.00	17,600.00	329.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0608	Misc. & Contingency								
0608	7680	Pest Contl	.00	2,500.00	2,500.00	.00	2,500.00	2,500.00	.0%
0608	8260	Snowmob Cl	.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	.0%
0608	9100	Transfer	681,084.15	.00	.00	.00	.00	.00	.0%
0608	9200	Contingncy	21,760.71	30,000.00	30,000.00	32,028.24	3,000.00	30,000.00	.0%
TOTAL Misc. & Contingency			702,844.86	33,550.00	33,550.00	33,078.24	6,550.00	33,550.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0609	Cable TV								
0609	1001	Prof Salar	52,317.57	48,173.00	48,173.00	46,967.01	48,173.00	49,040.00	1.8%
0609	1200	Other Wag	8,263.80	12,000.00	12,000.00	11,435.40	12,000.00	12,000.00	.0%
0609	3300	Emp Train	216.36	650.00	650.00	392.00	650.00	650.00	.0%
0609	3302	Empl Trav	700.00	750.00	750.00	470.40	750.00	750.00	.0%
0609	4038	Veh Maint	155.25	1,000.00	1,000.00	1,057.96	1,000.00	1,000.00	.0%
0609	4301	Equip Rpr	270.00	1,500.00	1,500.00	517.20	1,500.00	1,500.00	.0%
0609	5320	Telephone	240.00	240.00	240.00	.00	240.00	240.00	.0%
0609	6000	Supplies	1,184.12	3,000.00	3,000.00	2,860.33	3,000.00	3,000.00	.0%
0609	6260	Veh Fuel	127.88	250.00	250.00	173.09	250.00	250.00	.0%
0609	7300	Equip	4,734.60	4,500.00	4,500.00	2,177.54	4,500.00	4,500.00	.0%
0609	7800	Stream	4,788.00	4,800.00	4,800.00	4,788.00	4,800.00	4,800.00	.0%
TOTAL Cable TV			72,997.58	76,863.00	76,863.00	70,838.93	76,863.00	77,730.00	1.1%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0612	Traffic And Parking								
0612	1001	Prof Salar	980.73	1,000.00	1,000.00	999.96	1,000.00	1,000.00	.0%
0612	3400	Con Servic	.00	1,200.00	1,200.00	.00	1,200.00	1,200.00	.0%
0612	6714 Trailblazing signs	Signs	.00	.00	.00	.00	.00	5,000.00	.0%
TOTAL Traffic And Parking			980.73	2,200.00	2,200.00	999.96	2,200.00	7,200.00	227.3%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0800	Debt Service								
0800	8310	Principal	321,936.26	149,545.00	149,545.00	149,545.55	149,545.00	149,545.00	.0%
0800	8320	Interest	50,403.49	40,883.00	40,883.00	40,882.63	40,883.00	35,317.00	-13.6%
0800	8350	Reg Waste	120,867.96	102,792.00	102,792.00	85,660.00	102,792.00	.00	-100.0%
TOTAL Debt Service			493,207.71	293,220.00	293,220.00	276,088.18	293,220.00	184,862.00	-37.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0900	County Tax								
0900	8300	County Tax	831,619.00	858,284.00	858,284.00	858,284.00	858,284.00	879,073.00	2.4%
TOTAL County Tax			831,619.00	858,284.00	858,284.00	858,284.00	858,284.00	879,073.00	2.4%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0950	Abatements								
0950	9050	Abatements	33,135.75	25,000.00	25,000.00	.00	25,000.00	25,000.00	.0%
TOTAL Abatements			33,135.75	25,000.00	25,000.00	.00	25,000.00	25,000.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
REV	Revenues Town General Fund								
REV	1200	Prop Tax	-6,204,872.99	-5,709,992.00	-5,709,992.00	-6,112,051.73	-6,112,052.00	-5,869,767.00	2.8%
REV	2502	Excise Tax	-1,375,106.68	-1,200,000.00	-1,200,000.00	-1,465,815.71	-1,370,000.00	-1,200,000.00	.0%
REV	2503	Vehc Regis	-22,095.00	-20,000.00	-20,000.00	-21,834.00	-20,000.00	-20,000.00	.0%
REV	2504	Boat Excis	-22,343.30	-20,000.00	-20,000.00	-22,049.60	-20,000.00	-20,000.00	.0%
REV	2505	Boat Reg T	-1,280.00	-1,300.00	-1,300.00	-1,304.00	-1,300.00	-1,300.00	.0%
REV	2507	Penl & Int	-73,633.24	-65,000.00	-65,000.00	-55,101.32	-75,000.00	-65,000.00	.0%
REV	3005	State Gran	.00	.00	.00	-8,866.33	.00	.00	.0%
REV	3110	State Rev	-529,360.03	-500,000.00	-360,000.00	-322,873.54	-360,000.00	-325,000.00	-9.7%
REV	3111	Homestead	-141,056.00	-142,000.00	-142,000.00	-104,461.00	-142,000.00	-142,000.00	.0%
REV	3112	BETE	-340,400.00	-280,000.00	-280,000.00	-339,604.00	-315,000.00	-290,000.00	3.6%
REV	3115	Veterans	-9,827.00	-4,000.00	-4,000.00	.00	-8,000.00	-8,000.00	100.0%
REV	3116	Tree Growt	-72,743.06	-70,000.00	-70,000.00	-67,006.77	-70,000.00	-70,000.00	.0%
REV	3117	GA Freept	-2,507.44	-15,000.00	-15,000.00	-2,415.06	-15,000.00	-15,000.00	.0%
REV	3118	GA Yarm	-11,000.00	-10,000.00	-10,000.00	-10,000.00	-10,000.00	-10,000.00	.0%
REV	3120	State Park	-4,013.86	-2,500.00	-2,500.00	-4,069.41	-4,000.00	-2,500.00	.0%
REV	3150	St Snowmob	-1,233.32	-1,500.00	-1,500.00	-1,390.20	-1,200.00	-1,200.00	-20.0%
REV	3160	Road Assis	-138,228.00	-125,000.00	-125,000.00	-141,628.00	-141,628.00	-129,000.00	3.2%
REV	3163	Rescue P&D	-16,060.00	-16,500.00	-16,500.00	-16,650.00	-16,500.00	-16,500.00	.0%
REV	3164	SR Officer	-26,116.00	-28,103.00	-28,103.00	-28,085.52	-28,103.00	-28,675.00	2.0%
REV	3165	Sch Lease	-10,800.00	-12,500.00	-12,500.00	-12,500.00	-12,500.00	-12,500.00	.0%
REV	3170	FEMA/MEMA	-12,542.60	.00	.00	.00	.00	.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
REV	3210	Copies PD	-1,961.00	-1,000.00	-1,000.00	-2,400.05	-2,000.00	-1,000.00	.0%
REV	3211	Copies Twn	-532.50	-750.00	-750.00	-768.00	-750.00	-750.00	.0%
REV	3212	Veh Maint	-6,288.00	-5,000.00	-5,000.00	-5,431.20	-5,000.00	-5,000.00	.0%
REV	3213	Engineerin	-5,807.50	-4,000.00	-4,000.00	-2,522.50	-4,000.00	-4,000.00	.0%
REV	3215	Cert Copy	-6,992.20	-6,000.00	-6,000.00	-6,360.10	-6,800.00	-6,000.00	.0%
REV	3218	Notary Fee	-1,272.75	-1,200.00	-1,200.00	-1,512.00	-1,200.00	-1,200.00	.0%
REV	3242	Ordinance	.00	.00	.00	-44.00	.00	.00	.0%
REV	3244	PB Adm Fee	-2,788.45	-4,000.00	-4,000.00	-4,262.28	-5,000.00	-4,000.00	.0%
REV	3245	PB General	-5,303.19	-4,000.00	-4,000.00	-9,028.00	-9,000.00	-4,000.00	.0%
REV	3250	Appeals Bd	-350.00	-500.00	-500.00	-830.00	-700.00	-500.00	.0%
REV	3255	CATV Fees	-43,000.00	-65,000.00	-65,000.00	.00	-65,000.00	-55,000.00	-15.4%
REV	3260	Rescue Chg	-105,000.00	-150,000.00	-150,000.00	.00	-150,000.00	-155,000.00	3.3%
REV	3261	HRF Fees	-1,500.00	.00	.00	-4,300.00	-5,000.00	-3,500.00	.0%
REV	3265	MuPkg Lot	-37,500.00	-37,500.00	-37,500.00	-1.00	-37,500.00	-37,500.00	.0%
REV	3266	Rent-TS	-1,979.15	-2,000.00	-2,000.00	-1,819.58	-1,820.00	-1,900.00	-5.0%
REV	3267	FD Ins Fee	-7,425.00	-5,000.00	-5,000.00	-7,150.00	-5,000.00	-5,000.00	.0%
REV	3268	Police Evt	.00	-1,000.00	-1,000.00	.00	-1,000.00	-1,000.00	.0%
REV	3269	Bartol Lse	-175,000.00	-175,000.00	-175,000.00	.00	-175,000.00	-175,000.00	.0%
REV	3301	Moorings	-69,643.54	-75,000.00	-75,000.00	-77,920.18	-70,000.00	-70,000.00	-6.7%
REV	3303	Wharf Fees	.00	.00	.00	-4.00	.00	.00	.0%
REV	3304	Victualers	-12,540.00	-10,000.00	-10,000.00	-12,555.00	-10,000.00	-10,000.00	.0%
REV	3305	St Opening	-9,081.90	-3,000.00	-3,000.00	-6,135.00	-3,000.00	-3,000.00	.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:
General Fund

			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
REV	3306	Agent Fee	-585.75	-700.00	-700.00	-641.75	-700.00	-700.00	.0%
REV	3307	Dog Lic	-7,387.00	-5,000.00	-5,000.00	-7,430.00	-5,000.00	-5,000.00	.0%
REV	3308	Marriage L	-2,176.00	-1,600.00	-1,600.00	-2,740.00	-2,000.00	-1,600.00	.0%
REV	3309	Peddlr Lic	-1,275.00	-1,000.00	-1,000.00	-2,080.00	-1,000.00	-1,000.00	.0%
REV	3311	Burial	.00	.00	.00	-1,080.00	-800.00	.00	.0%
REV	3312	Clerk Oth	-4,914.89	-2,300.00	-2,300.00	-5,106.44	-3,000.00	-2,500.00	8.7%
REV	3315	Passports	-7,625.00	-6,500.00	-6,500.00	-6,725.00	-6,500.00	.00	-100.0%
REV	3316	Alarm Perm	-30,760.00	-25,000.00	-25,000.00	-33,480.00	-29,675.00	-29,000.00	16.0%
REV	3320	Bldg Fees	-81,199.41	-60,000.00	-60,000.00	-69,298.50	-60,000.00	-60,000.00	.0%
REV	3321	Plumb Fees	-25,689.45	-15,000.00	-15,000.00	-22,549.47	-20,000.00	-15,000.00	.0%
REV	3322	Sign Perm	-6,846.00	-7,000.00	-7,000.00	-7,141.00	-7,000.00	-7,000.00	.0%
REV	3323	Elect Perm	-17,038.22	-10,000.00	-10,000.00	-7,252.26	-10,000.00	-10,000.00	.0%
REV	3324	Contct Lic	-720.00	-1,500.00	-1,500.00	-1,440.00	-750.00	-750.00	-50.0%
REV	3330	Sfish Lic	-13,113.00	-12,500.00	-12,500.00	-12,591.00	-12,500.00	-12,500.00	.0%
REV	3340	Gun Perm	-807.00	-350.00	-350.00	-697.00	-350.00	-350.00	.0%
REV	3345	SWResident	-120,425.04	-90,000.00	-90,000.00	-127,016.83	-110,000.00	-95,000.00	5.6%
REV	3346	Hauler Per	-4,355.00	-2,640.00	-2,640.00	-2,475.00	-2,640.00	-2,640.00	.0%
REV	3347	SW Recy Co	-35,926.30	-30,000.00	-30,000.00	-33,870.30	-30,000.00	-30,000.00	.0%
REV	3354	Garb Cards	-291.00	-100.00	-100.00	-931.00	-350.00	-200.00	100.0%
REV	3405	Pkg Fines	-83,792.00	-79,000.00	-79,000.00	-90,326.44	-79,000.00	-79,000.00	.0%
REV	3411	CO Fines	-1,172.39	-1,000.00	-1,000.00	-170.00	-1,000.00	-1,000.00	.0%
REV	3420	Lib Fines	-16,568.99	-10,000.00	-10,000.00	-14,900.28	-12,000.00	-11,000.00	10.0%

PROJECTION: 15010 FY 2015 GENERAL FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

General Fund			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
REV	3434	Animal Fee	-560.00	-400.00	-400.00	-470.00	-500.00	-400.00	.0%
REV	3445	Fls Alarm	-5,865.00	-2,500.00	-2,500.00	-6,240.00	-6,500.00	-3,000.00	20.0%
REV	3506	TS Utility	-1,787.07	-2,500.00	-2,500.00	-669.78	-2,500.00	-2,500.00	.0%
REV	3507	TS Advert	-4,300.00	-4,800.00	-4,800.00	-2,900.00	-4,800.00	-4,800.00	.0%
REV	3508	Equip Sale	-4,555.00	.00	.00	-1,188.88	-1,500.00	.00	.0%
REV	3510	Unant Misc	-231,744.31	-5,000.00	-5,000.00	-1,582.97	-5,000.00	-5,000.00	.0%
REV	3550	Int Invest	-13,568.92	-35,000.00	-35,000.00	-13,612.77	-20,000.00	-20,000.00	-42.9%
REV	9900	Use FB	.00	-500,000.00	-640,000.00	.00	.00	-675,000.00	5.5%
REV	9995	Tranf Oth	.00	-151,784.00	-151,784.00	.00	-151,784.00	.00	-100.0%
TOTAL Revenues Town General			-10,234,231.44	-9,836,519.00	-9,836,519.00	-9,357,355.75	-9,866,902.00	-9,844,732.00	.1%
TOTAL General Fund			-420,680.80	.00	.00	25,110.11	2,340.00	.00	.0%
		TOTAL REVENUE	-10,234,231.44	-9,836,519.00	-9,836,519.00	-9,357,355.75	-9,866,902.00	-9,844,732.00	.0%
		TOTAL EXPENSE	9,813,550.64	9,836,519.00	9,836,519.00	9,382,465.86	9,869,242.00	9,844,732.00	.0%
		GRAND TOTAL	-420,680.80	.00	.00	25,110.11	2,340.00	.00	.0%

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

Adoption 4/15/2014
Public Hearing 4/1/2014
Workshop 3/18/2014
Proposed 3/1/2014

ADOPTED CAPITAL IMPROVEMENTS PROGRAM

FY 2015-FY 2019

FREEPORT, MAINE

Town of Freeport
Summary of Funding Sources
FY 2015 Capital Program

		FY 2015			Funding Source					Unaudited
	FY 2014	Manager	Council	Council			Fund			12/31/2013 Reserve Balances
	Approved	Proposed	Approved	Appropriated	Reserve	Bond	Balance	TIF	Other	
Police	25,000	86,000	86,000	86,000	78,000				8,000	298,138
Fire	15,000	50,000	50,000	50,000	50,000					901,167
Rescue	189,000	400,000	214,000	214,000	214,000					610,977
Public Works	276,500	45,000	45,000	45,000	45,000					730,101
Solid Waste	30,000	162,000	12,000	12,000	12,000					152,507
Comprehensive Town Imp.	235,600	1,639,000	1,590,000	1,590,000	1,086,500				503,500	2,090,728
Municipal Facilities (1)	84,000	231,500	191,500	191,500	191,500					755,987
Cable	19,000	32,000	32,000	36,000	36,000					473,044
Other (2)	71,000	16,000	16,000	16,000	16,000					75,577
Destination Freeport TIF	219,500	227,000	247,000	247,000				247,000		
Total	1,164,600	2,888,500	2,483,500	2,487,500	1,729,000	-	-	247,000	511,500	

Town Legal Debt Limit

2013 State Valuation	$	1,362,450,000
Limitation %		15%
Debt Limit		204,367,500

Town Debt Outstanding

	6/30/2014	6/30/2013	6/30/2012
Town and School	4,630,000	5,345,000	6,309,656

Note 1: The Municipal Facilities CIP is taken from both the general administration and building maintenance reserves; these are summed above.
Note 2: The "Other" projects are Board and Committee requests, and will be taken from the appropriate reserves based upon the project.
Note 3: Please note that the reserve balances do not include operating transfers out to the general fund for the FY 2014 budget or FY 2014 funding to reserves.

POLICE DEPARTMENT
ARTICLE I

FY 2014 Adopted

		Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Update Mobile Data Terminals	25,000	25,000	25,000
	Total FY 2014	25,000	25,000	25,000

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Replace Bullet-Proof Vests	16,000	16,000	16,000
2	New Squad Car and Changeover Equipment	35,000	35,000	35,000
3	New Squad Car and Changeover Equipment	35,000	35,000	35,000
	Total FY 2015	86,000	86,000	86,000

FY 2015 Capital Appropriation Impact on Operating Budget

The purchase of one or two (depending upon the fiscal year) squad cars has historically come from the operating budget. These items are technically capital items, and are being moved to the capital budget. This will remove $35,000 from the police department's operating budget.

	FY 2016			
1	New Squad Car and Changeover Equipment	35,000	35,000	
	Total FY 2016	35,000	35,000	-
	FY 2017			
1	Communications Upgrade-Radios	47,000	47,000	
2	Replace Chief's Vehicle	25,000	25,000	
3	New Squad Car and Changeover Equipment	35,000	35,000	
	Total FY 2017	107,000	107,000	-
	FY 2018			
1	Update Mobile Data Terminals	37,000	37,000	
2	Firearm Replacement	39,400	39,400	
3	New Squad Car and Changeover Equipment	35,000	35,000	
4	New Squad Car and Changeover Equipment	35,000	35,000	
5	Audio-Video Camera in Cars	43,000	43,000	
	Total FY 2018	189,400	189,400	-
	FY 2019			
1	New Squad Car and Changeover Equipment	35,000	35,000	
	Total FY 2019	35,000	35,000	-

Reserve Balance 12/31/2013	298,138

FIRE DEPARTMENT
ARTICLE II

FY 2014 Adopted

		Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Protective Clothing	15,000	15,000	15,000
	Total FY 2014	15,000	15,000	15,000

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Communication Upgrade-Voter System Upgrade	50,000	50,000	50,000
	Total FY 2015	50,000	50,000	50,000

FY 2015 Capital Appropriation Impact on Operating Budget

It is notable that the protective clothing that has historically been budgeted here was moved to the operating budget, as the items included are not capital items.

	FY 2016			
1	Engine 3 Replacement	750,000	750,000	
2	Mobile Date Terminals	30,000	30,000	
	Total FY 2016	780,000	780,000	-
	2017			
1	Air Pack Replacement	75,000	75,000	
2	Communications Upgrade-Mobile and Portable Radios	55,000	55,000	
	Total FY 2017	130,000	130,000	-
	2018			
1	Thermal Imaging Cameras	60,000	60,000	
	Total FY 2018	60,000	60,000	-
	2019			
1	Mobile Data Terminals	33,000	33,000	
2	Air Compressor	40,000	40,000	
	Total FY 2019	73,000	73,000	-

Reserve Balance 12/31/2013	901,167

RESCUE UNIT
ARTICLE III

FY 2014 Adopted

		Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Electronic Run Reporting Update	15,000	15,000	15,000
2	Protective Clothing	14,000	14,000	14,000
3	Rescue Equipment	160,000	160,000	160,000
	FY 2014	189,000	189,000	189,000

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Rescue Replacement (2001)	186,000	186,000	186,000
2	Rescue Replacement (2005)	186,000		
3	4 Self-Contained Breathing Apparatus	28,000	28,000	28,000
	Total FY 2015	400,000	214,000	214,000

FY 2015 Capital Appropriation Impact on Operating Budget

If the Town replaces the 2001 ambulance, the operating budget will recognize $2,000 in savings in vehicle maintenance as the new vehicle will be under warranty. In addition, historically, the Town has paid for its protective clothing from its reserves through the capital plan. These items technically do not meet the threshold of a capital item, and have been moved to the operating budget.

	FY 2016			
1	Rescue Replacement (2005)	-	186,000	
2	Rescue Equipment	36,000	36,000	
	FY 2016	36,000	222,000	-
	FY 2017			
	No request at this time	-		
	Total FY 2017	-	-	-
	FY 2018			
1	Communications Upgrade	25,000	25,000	
2	Rescue Replacement (2007)	186,000	186,000	
3	Stretcher	15,000	15,000	
	FY 2018	226,000	226,000	-
	FY 2019			
1	Electronic Run Reporting Software	30,000	30,000	
2	Rescue Equipment	25,000	25,000	
	FY 2019	55,000	55,000	-

Reserve Balance 12/31/2013	610,977

PUBLIC WORKS
ARTICLE IV

FY 2014 Adopted

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

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	One-Ton Plow	45,000	45,000	45,000
	Total FY 2015	45,000	45,000	45,000

FY 2015 Capital Appropriation Impact on Operating Budget

There will be no impact on the operating budget.

	FY 2016			
1	Truck Chassis (Tandem Axle), and Plow and Wing	213,000	213,000	
	Total FY 2016	213,000	213,000	-
	FY 2017			
1	Truck Chassis Replacement (Single Axle) and Plow and Wing	172,000	172,000	
2	Public Works Air Compressor	30,000	30,000	
3	3/4 Ton Pick-Up with Plow	40,000	40,000	
	Total FY 2017	242,000	242,000	-
	FY 2018			
1	Bulldozer	100,000	100,000	
2	Backhoe	100,000	100,000	
	Total FY 2018	200,000	200,000	-
	FY 2019			
1	Wood Chipper	40,000	40,000	
2	Sidewalk Plow (Shared with TIF)	90,000	90,000	
3	Case Front-End Loader	125,000	125,000	
4	Forklift	25,000	25,000	
	Total FY 2019	280,000	280,000	-

Reserve Balance 12/31/2013	730,101

SOLID WASTE/RECYCLING
ARTICLE V

FY 2014 Adopted

		Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Scales and Computer	6,000	6,000	6,000
2	New compactor for residential waste	24,000	24,000	24,000
	Total FY 2014	30,000	30,000	30,000

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Swap-Shop Roof Replacement and Improvements	12,000	12,000	12,000
2	Closure of Remaining Landfill	150,000		
	Total FY 2015	162,000	12,000	12,000

FY 2015 Capital Appropriation Impact on Operating Budget

There will be no impact on the operating budget.

	FY 2016			
1	Baler Reconditioning	35,000	35,000	
2	Closure of Remaining Landfill		150,000	
	Total FY 2016	35,000	185,000	
	FY 2017			
1	Containers	20,000	20,000	
2	Paving	30,000	30,000	
	Total FY 2017	50,000	50,000	
	FY 2018			
1	Loader	95,000	95,000	
	Total FY 2018	95,000	95,000	
	FY 2019			
1	Scales and Computer Upgrades	6,000	6,000	
	Total FY 2019	6,000	6,000	

Reserve Balance 12/31/2013	152,507

COMPREHENSIVE TOWN IMPROVEMENTS
ARTICLE VI

FY 2014 Adopted

		Department Proposed	Manager Proposed	Council Adopted
	FY 2014			
1	Hunter Road and Pownal Road Fields Stormwater Improvements	59,000	59,000	59,000
2	Main Street and School Street Intersection Improvements (Moved to DF TIF)	10,000	10,000	-
3	Raised Speed Table on South Freeport Road at Soule School	2,600	2,600	2,600
4	Active Living Project	24,000	24,000	24,000
5	Torrey Hill Range Road Drainage and Overlay	150,000	150,000	150,000
	Total FY 2014	245,600	245,600	235,600

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Wardtown Road/Route 125 (50% DOT Funding Under the MPI Program)	1,000,000	1,000,000	1,000,000
2	Wardtown Road/Route 125 Paved Shoulders (three feet)	300,000	300,000	300,000
3	Pownal Road Fields Stormwater and Parking Lot Improvements	138,000	138,000	138,000
4	Dennison Avenue Drainage Replacement	50,000	50,000	50,000
5	Railroad Platform Parking Lot Paving-Moved to Destination Freeport TIF	45,000		
6	Railroad Safety Fence at Memorial Park	11,000	7,000	7,000
7	Public Safety Apron Paving	95,000	95,000	95,000
	Total FY 2015	1,639,000	1,590,000	1,590,000

FY 2015 Capital Appropriation Impact on Operating Budget

There will be a minor impact on plowing and maintaining the Wardtown Road, as it is easier to plow and maintain a road with good surface condition. This is not quantifiable at this time.

	FY 2016		
1	School Street Leon Gorman Park Parking Lot	25,000	25,000
2	US Route 1 South Overlay-Town's Share 25% PACTS Project	380,000	380,000
3	Litchfield Road Reconstruction	400,000	400,000
4	South Freeport Village Projects	300,000	300,000
	Total FY 2016	1,105,000	1,105,000
	FY 2017		
1	South Freeport Road Overlay-Town's Share 25% PACTS Project	400,000	400,000
	Total FY 2017	400,000	400,000
	FY 2018		
1	Library Parking Lot Paving	60,000	60,000
2	Curtis Road Reconstruction	475,000	475,000
	Total FY 2018	535,000	535,000
	FY 2019		
1	Public Works Rear Parking Area Paving	40,000	40,000
2	Route 1 South Park-n-Ride Paving	45,000	45,000
3	Baker Road Reconstruction	400,000	400,000
	Total FY 2019	485,000	485,000

Reserve Balance 12/31/2013	2,090,728

MUNICIPAL FACILITIES
ARTICLE VII

FY 2014 Adopted

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

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Computer Upgrades -Townwide	53,000	53,000	53,000
2	Public Works Garage Overhead Door Renovation	15,000	15,000	15,000
3	Brickwork at Public Safety	25,000	25,000	25,000
4	Brickwork at the Library	10,000	10,000	10,000
5	Fuel Pump Computer and Software Upgrade	11,000	11,000	11,000
6	Back-Up Generator at Public Works	7,500	7,500	7,500
7	LED Lighting Outside at Library/Public Works/Town Hall	50,000	10,000	10,000
8	Public Safety Camera System	50,000	50,000	50,000
9	Revaluation Reserve Fund	10,000	10,000	10,000
	Total FY 2015	231,500	191,500	191,500

FY 2015 Capital Appropriation Impact on Operating Budget

Staff believes that the LED lighting at the various buildings will save energy costs, but these could be negligible due to the method of installing them as the old lights and ballasts burn out. In addition, the outside lighting is the only that will be converted. It is unlikely to result in significant savings in the operating budget.

	FY 2016		
1	Computer Upgrades -Townwide	21,000	21,000
2	Flooring-Carpet-Town Hall	25,000	25,000
3	Library Flooring	25,000	25,000
4	Roof-Highway Building	65,000	65,000
5	Recondition Floor Drains in Public Works Garage	30,000	30,000
6	Vehicle Lift Machine Renovation	7,500	7,500
7	Windows at Public Safety Building	150,000	150,000
8	Insulating in Attic of Public Safety Building	100,000	100,000
9	Maintenance Mowing Tractor	9,000	9,000
10	LED Lighting Outside at Library/Public Works/Town Hall		10,000
11	Revaluation Reserve Fund	10,000	10,000
	Total FY 2016	442,500	452,500
	FY 2017		
1	Computer Upgrades -Townwide	21,000	21,000
2	Roof-Public Safety	80,000	80,000
3	Replacement of Building Maintenance Truck	30,000	30,000
4	Furniture-Townwide	15,000	15,000
5	Soule School Maintenance	20,000	20,000
6	Public Works Sand Shed Roof Replacement	65,000	65,000
7	LED Lighting Outside at Library/Public Works/Town Hall		10,000
8	Revaluation Reserve Fund	10,000	10,000
	Total FY 2017	241,000	251,000
	FY 2018		
1	Computer Upgrades -Townwide	22,000	22,000
2	Copiers	25,000	25,000
3	Dunning Boat Yard Repairs	15,000	15,000
4	Flooring at Public Safety	20,000	20,000
5	Heating System at the Library-Renovation	15,000	15,000
6	Heating System at the Public Works Building-Renovation	10,000	10,000
7	Tire Storage Building Replacement	15,000	15,000
8	LED Lighting Outside at Library/Public Works/Town Hall		10,000
9	Revaluation Reserve Fund	10,000	10,000
	Total FY 2018	132,000	142,000
	FY 2019		
1	Computer Upgrades -Townwide	22,000	22,000
2	Public Computers - Library	25,000	25,000
3	Plow and Sweeper Storage Building	30,000	30,000
5	Roof-Town Hall	80,000	80,000
6	Library Expansion-Children's Room	300,000	300,000
7	LED Lighting Outside at Library/Public Works/Town Hall		10,000
8	Revaluation Reserve Fund	10,000	10,000
	Total FY 2019	467,000	477,000

Reserve Balance 12/31/2013	755,987

CABLE
ARTICLE VIII

FY 2014 Adopted

		Committee Proposed	Manager Proposed	Council Approved CIP	Council Appropriated
	FY 2014				
1	Equipment replacement		15,000	15,000	15,000
2	Equipment and other improvements (channel 14)		4,000	4,000	4,000
	Total FY 2014	-	19,000	19,000	19,000

FY 2015-2019 Proposed

		Committee Proposed	Manager Proposed	Council Approved	Council Appropriated
	FY 2015				
1	Equipment replacement		30,000	30,000	34,000
2	Equipment and other improvements (channel 14)		2,000	2,000	2,000
	Total FY 2015	-	32,000	32,000	36,000

FY 2015 Capital Appropriation Impact on Operating Budget

There will be no impact on the operating budget.

	FY 2016				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2016	-	14,000	14,000	
	FY 2017				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2017	-	14,000	14,000	
	FY 2018				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2018	-	14,000	14,000	
	FY 2019				
1	Equipment replacement		10,000	10,000	
2	Equipment and other improvements (channel 14)		4,000	4,000	
	Total FY 2019	-	14,000	14,000	

Reserve Balance 12/31/2013 473,044

BOARDS, COMMITTEES, COMMUNITY GROUPS AND OTHER REQUESTS ARTICLE IX

FY 2014 Adopted

		Committee Proposed	Manager Proposed	Council Approved CIP	Council Appropriated
	FY 2014				
1	Shellfish Commission Habitat Improvement	81,600	71,000	71,000	71,000
2	Historic Society Archiving Project	30,000	30,000	-	-
	Total FY 2014	111,600	101,000	71,000	71,000

FY 2015-2019 Proposed

	Committee Proposed	Manager Proposed	Council Approved	Council Appropriated
FY 2015				
Historic Society Archiving Project		16,000	16,000	16,000
Total FY 2015	-	16,000	16,000	16,000

FY 2015 Capital Appropriation Impact on Operating Budget

There will be no impact on the operating budget.

FY 2016				
Replace Harbormaster Outboard Motor		25,000	25,000	
Total FY 2016	-	25,000	25,000	-
FY 2017				
No request at this time	-	-		
Total FY 2017	-	-	-	-
FY 2018				
Comprehensive Plan/Performance Measures Project	30,000	30,000	30,000	
Total FY 2018	30,000	30,000	30,000	-
FY 2019				
No request at this time				
Total FY 2019	-	-	-	-

Reserve Balance 12/31/2013	75,577

DESTINATION TIF VILLAGE IMPROVEMENTS
FY 2015 BUDGET and FIVE-YEAR CAPITAL PROGRAM

FY 2014 Adopted

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

FY 2015-2019 Proposed

		Manager Proposed	Council Approved	Council Appropriated
	FY 2015			
1	Sidewalk Improvements-Main St. East, North of Village Station	20,000	20,000	20,000
2	Sidewalk Improvements - School Street, Main Street to First Driveway	22,000	22,000	22,000
3	Theater Payment	20,000	20,000	20,000
4	Parking Management Plan	25,000	-	
5	Railroad Platform Parking Lot Paving-Moved to Destination Freeport TIF	-	45,000	45,000
6	Freeport Economic Development Corporation	95,000	95,000	95,000
7	Operating Expenditure-Rubbish Collection/Downtown Beautification	45,000	45,000	45,000
	Total FY 2015	227,000	247,000	247,000
	FY 2016			
1	Sidewalk Improvements - Main St East side, Bow St to Mechanic St	40,000	40,000	
2	Theater Payment	20,000	20,000	
3	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2016	155,000	155,000	-
	FY 2017			
1	Sidewalk Improvements-Mechanic Street North Side	25,000	25,000	
2	Sidewalk Improvements - Main Street east, Part of Mill Street to Bow Street	100,000	100,000	
3	Theater Payment	20,000	20,000	
4	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2017	240,000	240,000	-
	FY 2018			
1	Sidewalk Improvements - Main St, East side, West St. to Town Hall Dr	35,000	35,000	
2	Sidewalk-Main St West St to Holbrook St	84,000	84,000	
3	Sidewalk Improvements - Bow Street, from Main Street east for 100'	22,000	22,000	
4	Theater Payment	20,000	20,000	
5	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2018	256,000	256,000	-
	FY 2019			
1	Sidewalk Improvements - Brick Repairs	45,000	45,000	
2	Theater Payment	20,000	20,000	
3	Freeport Economic Development Corporation	95,000	95,000	
	Total FY 2019	160,000	160,000	-

TIF Funds Available:	
Unobligated Balance 6/30/13	$ 170,891
FY 2014 Projects	$ (100,000)
Theater Payment	$ (20,000)
Economic Development	$ (105,000)
Property Taxes Raised FY14	$ 269,450
Funds Committed for Maintenance Contract FY 2014	$ (41,000)
Available 07/01/2014	$ 174,341

PROJECTION: 15025 FY 2015 WINSLOW PARK ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

Winslow Park			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0550	Winslow Park								
0550	1001	Prof Salar	55,347.06	35,000.00	35,000.00	52,072.83	35,000.00	35,630.00	1.8%
0550	1200	Other Wag	45,917.09	75,000.00	75,000.00	52,871.60	75,000.00	75,000.00	.0%
0550	2303	Ret ICMA	3,200.00	3,600.00	3,600.00	.00	3,600.00	4,000.00	11.1%
0550	2407	FICA & Med	7,746.71	8,400.00	8,400.00	.00	8,400.00	8,400.00	.0%
0550	2409	Healt Ins	6,758.40	6,500.00	6,500.00	.00	7,000.00	7,000.00	7.7%
0550	2410	Wkrs Comp	2,663.25	.00	.00	.00	2,700.00	2,700.00	.0%
0550	2416	Dental	453.60	.00	.00	.00	500.00	500.00	.0%
0550	2910	Admin fees	1,192.67	2,000.00	2,000.00	649.76	2,000.00	2,000.00	.0%
0550	3302	Empl Trav	.00	100.00	100.00	.00	100.00	100.00	.0%
0550	4010	Bldg Maite	5,368.75	5,500.00	5,500.00	5,057.28	5,500.00	5,500.00	.0%
0550	4021	Rubbish	3,905.60	3,500.00	3,500.00	2,241.06	3,500.00	3,500.00	.0%
0550	4038	Veh Maint	1,507.77	1,800.00	1,800.00	1,652.41	1,800.00	1,800.00	.0%
0550	5200	Insurance	.00	2,500.00	2,500.00	.00	2,500.00	2,500.00	.0%
0550	5310	Postage	297.79	.00	.00	.00	.00	.00	.0%
0550	5320	Telephone	2,743.86	2,700.00	2,700.00	3,027.97	2,700.00	2,700.00	.0%
0550	5400	Advertisin	1,852.69	2,000.00	2,000.00	390.00	2,000.00	2,000.00	.0%
0550	6000	Supplies	780.08	1,000.00	1,000.00	987.59	1,000.00	1,000.00	.0%
0550	6005	Clean Supp	6,782.95	7,800.00	7,800.00	7,197.98	7,800.00	7,800.00	.0%
0550	6200	Elect	6,264.81	5,500.00	5,500.00	5,410.24	5,500.00	6,000.00	9.1%
0550	6220	Sewer	2,175.00	3,000.00	3,000.00	3,447.19	3,000.00	3,000.00	.0%
0550	6250	Propane	1,603.88	2,800.00	2,800.00	2,079.96	2,800.00	2,800.00	.0%
0550	6260	Veh Fuel	5,252.58	6,000.00	6,000.00	5,552.74	6,000.00	6,000.00	.0%
0550	6712	Tools	1,083.84	750.00	750.00	805.22	750.00	1,000.00	33.3%
0550	6760	Gravel	673.88	1,200.00	1,200.00	188.00	1,200.00	2,000.00	66.7%
0550	6900	Other Supp	5,199.87	5,600.00	5,600.00	5,798.79	5,600.00	5,600.00	.0%
0550	7600	Farm House	1,492.12	1,500.00	1,500.00	1,380.45	1,500.00	1,500.00	.0%
0550	7610	Plyg Trail	1,386.38	1,500.00	1,500.00	1,258.37	1,500.00	1,500.00	.0%
0550	7620	Lawn Mower	9,229.59	11,500.00	11,500.00	11,021.74	11,500.00	11,500.00	.0%
0550	7630	Table Can	77.89	1,000.00	1,000.00	922.70	1,000.00	1,000.00	.0%
0550	7640	Gate House	1,075.91	1,500.00	1,500.00	2,064.92	1,500.00	1,500.00	.0%
0550	7650	Ramp&Wharf	2,563.28	1,700.00	1,700.00	1,680.00	1,700.00	2,000.00	17.6%
0550	7800	Spec Projs	5,265.08	7,000.00	7,000.00	5,989.79	7,000.00	7,000.00	.0%
0550	7900	Cap Projs	26,690.20	35,000.00	35,000.00	8,895.79	30,000.00	30,000.00	-14.3%
0550	9000	Misc	745.64	1,000.00	1,000.00	980.55	1,000.00	1,000.00	.0%
0550	9200	Contingncy	998.99	1,000.00	1,000.00	343.40	1,000.00	1,000.00	.0%
TOTAL Winslow Park			218,297.21	244,950.00	244,950.00	183,968.33	243,650.00	246,530.00	.6%
0551	Harb Cottage								
0551	4010	Bldg Maite	2,741.61	3,000.00	3,000.00	3,097.40	3,000.00	3,000.00	.0%

PROJECTION: 15025 FY 2015 WINSLOW PARK ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

Winslow Park			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0551	4040	Grnds Main	.00	200.00	200.00	67.98	200.00	1,000.00	400.0%
0551	5200	Insurance	.00	500.00	500.00	.00	500.00	500.00	.0%
0551	5320	Telephone	427.08	500.00	500.00	451.68	500.00	500.00	.0%
0551	5400	Advertisin	.00	200.00	200.00	.00	200.00	200.00	.0%
0551	6050	Equip	398.99	1,000.00	1,000.00	431.68	1,000.00	1,000.00	.0%
0551	6200	Elect	756.19	1,500.00	1,500.00	979.34	1,500.00	1,000.00	-33.3%
0551	6260	Veh Fuel	965.25	2,250.00	2,250.00	770.24	1,500.00	1,500.00	-33.3%
0551	6910	Trees	.00	400.00	400.00	.00	500.00	500.00	25.0%
0551	7650	Ramp&Wharf	1,151.45	1,000.00	1,000.00	1,175.00	1,000.00	1,500.00	50.0%
0551	7660	Cottage	1,273.19	2,000.00	2,000.00	1,770.70	2,000.00	2,000.00	.0%
0551	9000	Misc	49.86	1,000.00	1,000.00	628.82	1,000.00	1,000.00	.0%
TOTAL Harb Cottage			7,763.62	13,550.00	13,550.00	9,372.84	12,900.00	13,700.00	1.1%
REV25	Winslow Park								
REV25	3262	Winslow Pk	-269,588.85	-255,000.00	-255,000.00	9,655.07	-255,000.00	-256,730.00	.7%
REV25	3510	Unant Misc	-3,163.64	-3,000.00	-3,000.00	-2,635.00	-3,000.00	-3,000.00	.0%
REV25	3550	Int Invest	-885.64	-500.00	-500.00	-2,744.40	-500.00	-500.00	.0%
TOTAL Winslow Park			-273,638.13	-258,500.00	-258,500.00	4,275.67	-258,500.00	-260,230.00	.7%
TOTAL Winslow Park			-47,577.30	.00	.00	197,616.84	-1,950.00	.00	.0%
		TOTAL REVENUE	-273,638.13	-258,500.00	-258,500.00	4,275.67	-258,500.00	-260,230.00	.0%
		TOTAL EXPENSE	226,060.83	258,500.00	258,500.00	193,341.17	256,550.00	260,230.00	.0%
		GRAND TOTAL	-47,577.30	.00	.00	197,616.84	-1,950.00	.00	.0%

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PROJECTION: 15029 FY 2015 NET FUND ORIGINAL BUDGET FOR PERIOD 13

ACCOUNTS FOR:

NET Program			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Manager	PCT CHANGE
0990	NET								
0990	1001	Prof Salar	56,082.24	62,191.00	62,191.00	71,029.08	62,191.00	79,719.00	28.2%
0990	1200	Other Wag	318,854.04	316,200.00	316,200.00	342,549.00	316,200.00	285,000.00	-9.9%
0990	1300	OT Wages	29,870.28	25,000.00	25,000.00	19,001.68	25,000.00	25,000.00	.0%
0990	2305	Retir MSRS	3,621.29	4,000.00	4,000.00	.00	4,000.00	8,000.00	100.0%
0990	2407	FICA & Med	30,371.13	29,000.00	29,000.00	.00	29,000.00	31,000.00	6.9%
0990	2409	Healt Ins	12,830.16	14,000.00	14,000.00	.00	14,000.00	26,000.00	85.7%
0990	2410	Wkrs Comp	20,106.37	.00	.00	.00	.00	.00	.0%
0990	2416	Dental	680.40	750.00	750.00	.00	750.00	750.00	.0%
0990	2419	Med Exams	.00	250.00	250.00	.00	250.00	250.00	.0%
0990	2605	Clothing	3,128.52	3,400.00	3,400.00	2,538.02	3,400.00	3,400.00	.0%
0990	3300	Emp Train	1,920.24	1,500.00	1,500.00	564.66	1,500.00	1,500.00	.0%
0990	4038	Veh Maint	7,816.06	9,000.00	9,000.00	7,897.16	9,000.00	9,000.00	.0%
0990	4320	Tech Repai	203.33	1,500.00	1,500.00	410.65	1,500.00	1,500.00	.0%
0990	5310	Postage	4,910.62	1,200.00	1,200.00	.00	1,200.00	1,200.00	.0%
0990	5320	Telephone	6,253.77	7,200.00	7,200.00	4,985.32	7,200.00	7,200.00	.0%
0990	6000	Supplies	2,757.60	2,500.00	2,500.00	3,935.26	2,500.00	2,500.00	.0%
0990	6009	Med Suppl	4,646.31	10,000.00	10,000.00	9,337.79	13,000.00	10,000.00	.0%
0990	6260	Veh Fuel	7,544.98	15,000.00	15,000.00	10,008.96	15,000.00	15,000.00	.0%
0990	7900	Cap Outlay	10,619.55	15,000.00	15,000.00	.00	15,000.00	15,000.00	.0%
0990	9996	Transfer	.00	45,000.00	45,000.00	.00	45,000.00	50,000.00	11.1%
TOTAL NET			522,216.89	562,691.00	562,691.00	472,257.58	565,691.00	572,019.00	1.7%
REV29	NET Program Revenues								
REV29	3275	NET Charge	-546,349.89	-546,691.00	-546,691.00	-445,717.75	-546,691.00	-492,019.00	-10.0%
REV29	3285	Billing Sv	-85,538.54	-16,000.00	-16,000.00	-62,743.01	-16,000.00	-80,000.00	400.0%
TOTAL NET Program Revenues			-631,888.43	-562,691.00	-562,691.00	-508,460.76	-562,691.00	-572,019.00	1.7%
TOTAL NET Program			-109,671.54	.00	.00	-36,203.18	3,000.00	.00	.0%
		TOTAL REVENUE	-631,888.43	-562,691.00	-562,691.00	-508,460.76	-562,691.00	-572,019.00	.0%
		TOTAL EXPENSE	522,216.89	562,691.00	562,691.00	472,257.58	565,691.00	572,019.00	.0%
		GRAND TOTAL	-109,671.54	.00	.00	-36,203.18	3,000.00	.00	.0%

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