

TOWN OF WINDHAM, MAINE
MANAGER'S PROPOSED BUDGET—FY 2019/2020



BUDGET DETAIL

MARCH 26, 2019

**TOWN OF WINDHAM, MAINE
MANAGER'S PROPOSED BUDGET 2019/20
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000	GENERAL FUND BAL SHEET					
1000	31100 - PROPERTY TAXES				32,102,910.00 *	
			1.00	32,102,910.00	-32,102,910.00	

Property Tax Commitment -
 Municipal, County and Education
 Services

Tax year 2014- FY15
 -25,938,812.
 Tax year 2015-FY 16-
 27,181,869.
 Tax year 2016-FY 17-
 28,320,128.
 Tax year 2017-FY 18-
 30,093,464.
 Tax year 2018-FY 19
 -31,799,310.

Aside from the statutory
 property tax levy limit enacted
 by the Legislature in 2005,
 the amount of property tax
 revenue is a function of the
 budget approved, ultimately, by
 the voters at town meeting.
 That appropriation (the legal
 authorization to expend public
 funds) less the amount of
 revenue estimated from all
 revenues other than property
 taxes results in the amount of
 taxes to be raised. The amount
 raised for overlay, which pays
 for tax refunds or allows for
 reductions in property taxes
 due to abatements or other
 changes in value after the
 budget has been set, is not
 counted as a revenue for
 budgetary purposes. Any amount
 of overlay not used in the year
 in which it is raised
 contributes to fund balance at
 the end of the fiscal year.

FY 20 - CHANGE - LISTS TOTAL
 TAX COMMITMENT FOR ALL TOWN
 SERVICES - PREVIOUSLY JUST

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

MUNICIPAL OPERATIONS BUDGET.
SEE ALSO SEPARATE ACCOUNTS
FOR EXPENSE ACCOUNTS FOR
COUNTY TAXES (ACCT 19850),
EDUCATION (ACCOUNT 19851) AND
REVENUE ACCOUNTS - BETE
(33107), HOMESTEAD (33105),
& VETERANS (33106).

FY19 VALUE \$2,094,816,200.
ESTIMATED

20,000,000.

TOTAL EST \$2,114,816,200.

TAX RATE 15.18 PER
THOUSAND

EST TAXES \$32,102,910.

VENDOR QUANTITY UNIT COST 2020 DEPT

1000	31110 - SUPPLEMENTAL TAXES				20,000.00 *
		1.00	20,000.00		-20,000.00

Supplemental assessments may be made within 3 years from the last assessment date whenever it is determined that estates liable to taxation have been omitted from assessment or any tax on estates is invalid or void by reason of illegality, error or irregularity in assessment. A supplemental assessment may be made during the municipal year whenever, through error or inadvertence, the assessors have omitted from their assessment or commitment taxes duly raised by the municipality or its proportion of any state or county tax payable during the municipal year.

FY 15 - 1,015
FY 16 - 35,390
FY 17 - 19,815
FY 18 - 61,670

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 31120 - PAYMENTS IN LIEU OF TAXES		1.00	14,645.00		14,645.00 *
Payments in lieu of taxes on certain tax-exempt properties. Collected \$14,645. in FY 17 - no collection in FY 18 - need to follow up on reason ??					
1000 31130 - INTEREST ON TAXES		1.00	100,000.00		100,000.00 *
Interest accrued on outstanding property taxes, lien fees collected. Interest Rate Tax Year 2010 thru 2017 was 7% Interest Rate Tax Year 2018 (current) is 8% FY 15 - 110,115.92 FY 16 - 114,467.36 FY 17 - 125,041.56 FY 18 - 93,688.66 Changes in MUNIS process - with the tax interest and lien fees -					
1000 31140 - TAX LIEN FEES		1.00	15,000.00		15,000.00 *
Fees collected on tax liens as they are paid. FY 15 - 19,810.41 FY 16 - 20,888.13 FY 17 - 23,456.23 FY 18 - 15,344.39					
1000 31200 - EXCISE TAX		1.00	3,950,000.00		3,950,000.00 *
Excise taxes, those paid at the time a motor vehicle is registered, represent the single largest source of revenue other than property taxes. It is also a revenue source over which the Town has no control, since excise tax rates are set by the State of Maine.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

 ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
FY 15 - 3,037,966. FY 16 - 3,364,943. FY 17 - 3,627,003. FY 18 - 3,813,712.					
1000	31210 - BOAT EXCISE				
	Boat excise taxes.	1.00	43,000.00	43,000.00 *	
				-43,000.00	
	FY 15 - 33,416.20 FY 16 - 35,903.80 FY 17 - 34,991.13 FY 18 - 37,073.38 Good Economy - ongoing trend				
1000	32110 - DOG LICENSES				
	Dog licenses.	1.00	12,500.00	12,500.00 *	
				-12,500.00	
	FY 15 - 10,761.50 FY 16 - 10,227.50 FY 17 - 15,332.00 FY 18 - 10,860.50				
1000	32120 - HUNTING & FISHING LICENSES				
	Hunting and fishing license fees collected by the town as an agent for the state.	1.00	2,500.00	2,500.00 *	
				-2,500.00	
	FY 15 - 2,362.50 FY 16 - 2,368.50 FY 17 - 2,080.50 FY 18 - 1,913.75				
1000	32210 - MOTOR VEHICLE REGISTRATIONS				
	Motor vehicle agent fees.	1.00	55,000.00	55,000.00 *	
				-55,000.00	
	\$3. fee re-registration \$4. fee New registration FY 15 - 51,169. FY 16 - 53,000. FY 17 - 53,981. FY 18 - 54,182.				

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000	32220 - SNOWMOBILE REGISTRATIONS		1.00	7,600.00		7,600.00 *
						-7,600.00
	Snowmobile registrations, recently used as the basis for support of the Windham Drifters in account 11500					
	Fee - \$2. - New Registration					
	Fee - \$1. - Re-Registration					
	Maine Snowmobile Reimbursement					
	FY 16 - 6,335.34					
	FY 17 - 4,508.22					
	FY 18 - 6,295.62					
	FY 19 - 5,891.80					
1000	32230 - BOAT REGISTRATIONS		1.00	1,900.00		1,900.00 *
						-1,900.00
	Boat registration fees payable to the town as the state's agent.					
	Fee - \$2. - New Registration					
	Fee - \$1. - Re-Registration					
	\$1. - Milfoil					
	FY 15 - 1,699.80					
	FY 16 - 1,731.60					
	FY 17 - 1,843.80					
	FY 18 - 1,817.20					
1000	32240 - ATV REGISTRATIONS		1.00	600.00		600.00 *
						-600.00
	ATV registration fees payable to the town as the state's agent.					
	\$2. - New Registration					
	\$1. - Re-registration					
	FY 15 - 604.					
	FY 16 - 618.					
	FY 17 - 632.					
	FY 18 - 456.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000	32310 - BUILDING FEES		1.00	165,000.00		165,000.00 *
	Building fees, increasing and decreasing along with the economy and building activity.					-165,000.00
	FY 15 - 109,517.53					
	FY 16 - 140,882.09					
	FY 17 - 154,804.78					
	FY 18 - 148,929.82					
1000	32320 - PLUMBING FEES		1.00	55,000.00		55,000.00 *
	Plumbing fees, increasing and decreasing along with the economy and building activity.					-55,000.00
	FY 15 - 42,055.00					
	FY 16 - 48,651.25					
	FY 17 - 57,800.00					
	FY 18 - 48,455.00					
1000	32330 - HOME OCCUPATION FEES		1.00	200.00		200.00 *
	Home Occupation permit fees.					-200.00
	FY 15 - 0.00					
	FY 16 - 250.00					
	FY 17 - 150.00					
	FY 18 - 120.00					
1000	32340 - ACCESSORY APARTMENT PERMITS		1.00	300.00		300.00 *
	Other permit fees.					-300.00
	FY 15 - 0.00					
	FY 16 - 0.00					
	FY 17 - 100.00					
	FY 18 - 500.00					
1000	32350 - CHANGE OF USE PERMIT		1.00	1,000.00		1,000.00 *
	Other permit fees.					-1,000.00
	FY 15 - 0.00					
	FY 16 - 250.00					
	FY 17 - 700.00					
	FY 18 - 800.00					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 32360 - SHORELAND CEO PERMIT		1.00	3,500.00		3,500.00 *
Shoreland zoning permit fees.					
FY 15 - 3,550.					
FY 16 - 3,900.					
FY 17 - 3,350.					
FY 18 - 3,500.					
1000 32370 - SUB-SURFACE REVIEW FEES		1.00	4,650.00		4,650.00 *
Sub-surface review fees.					
FY 15 - 3,280.					
FY 16 - 4,080.					
FY 17 - 4,650.					
FY 18 - 3,780.					
1000 32380 - AUTO JUNKYARD FEES		1.00	390.00		390.00 *
Annual licensing of auto graveyards/junkyards grandfathered under state law.					
FY 15 - 390.60					
FY 16 - 390.60					
FY 17 - 446.40					
FY 18 - 390.60					
1000 32410 - BOARD OF APPEALS		1.00	1,500.00		1,500.00 *
Board of appeals applications.					
FY 15 - 1,600.					
FY 16 - 2,800.					
FY 17 - 2,000.					
FY 18 - 1,200.					
1000 32420 - SUBDIVISION/REVIEW FEES		1.00	65,000.00		65,000.00 *
Subdivision/review fees. For 2020, as was the case in 2018 & 2019, this account includes \$55,000 in fees as revenue to offset the town engineer's position in account 17110. Previously, these were only accounted for on the balance sheet and not counted as					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
	revenue, since they have been paid out to third-party engineers conducting inspections on the town's behalf.					
	FY 15 - 16,350.					
	FY 16 - 21,050.					
	FY 17 - 25,096.					
	FY 18 - 42,028.					
1000	32430 - SUBDIVISION AMENDMENT					
	Subdivision amendment fees.		1.00	2,400.00		2,400.00 *
						-2,400.00
	FY 15 - 2,800.					
	FY 16 - 2,450.					
	FY 17 - 2,100.					
	FY 18 - 5,250.					
1000	32440 - SITE PLAN FEES					
	Site plan review application fees.		1.00	8,000.00		8,000.00 *
						-8,000.00
	FY 15 - 5,975.					
	FY 16 - 9,925.					
	FY 17 - 12,350.					
	FY 18 - 7,025.					
1000	32450 - GRAVEL PIT FEES					
	Gravel pit fees.		1.00			.00
						.00
	FY 15 - 0.00					
	FY 16 - 650.00					
	FY 17 - 0.00					
	FY 18 - 0.00					
1000	32460 - ZONE CHANGE FEES					
	Zone change fees.		1.00	100.00		100.00 *
						-100.00
	FY 15 - 1,100.					
	FY 16 - 300.					
	FY 17 - 0.					
	FY 18 - 600.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000	33100 - STATE REVENUE SHARING		1.00	900,000.00	900,000.00 *	-900,000.00
	Maine cities and towns receive a share of state sales and income tax revenue as a set-aside. FY 16 - 721,722. FY 17 - 677,412. FY 18 - 742,104. .					
1000	33105 - STATE OF MAINE -HOMESTEAD		1.00	885,151.00	885,151.00 *	-885,151.00
	The homestead exemption provides a reduction of up to \$20,000(\$15,000 for 2016 and \$10,000 for years prior to 2016) in the value of your home for property tax purposes. To qualify, you must be a permanent resident of Maine, the home must be your permanent residence, you must have owned a home in Maine for twelve months prior to applying and an application must be filed on or before April 1 with the municipality where the property is located. The exemption applies to any residential property that is assessed as real property. For instance, a mobile located on a rented lot may qualify for an exemption. FY 15 - 331,367. FY 16 - 424,503. FY 17 - 529,977. FY 18 - 888,020.					
1000	33106 - STATE OF MAINE -VETERANS REIMB		1.00	9,700.00	9,700.00 *	-9,700.00
	A Maine resident and a veteran who served on active duty in the U.S. Armed Forces is eligible for a limited exemption from property tax on real estate or personal property. FY 16 - 9,289					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

FY 17 - 9,700
 FY 18 - 9,298

VENDOR QUANTITY UNIT COST 2020 DEPT

1000	33107 - STATE OF MAINE - BETTE	1.00	100,598.00	100,598.00 *	-100,598.00
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The BETE program is a 100% property tax exemption program for eligible property that would have been first subject to tax in Maine on or after 04/01/08. BETE does not replace the Business Equipment Tax Reimbursement program. The BETR program remains in place for qualified property placed in service after April 1, 1995 and on or before April 1, 2007 and for retail property placed in service after April 1, 1995.
 FY 17 - 54,100
 FY 18 - 65,893
 FY 19 - 100,599

1000	33110 - STATE OF MAINE TREE GROWTH	1.00	21,000.00	21,000.00 *	-21,000.00
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Tree growth payments from the State of Maine.
 FY 15 - 21,271.69
 FY 16 - 20,671.32
 FY 17 - 19,526.85
 FY 18 - 20,908.48

1000	33120 - LOCAL ROAD ASSISTANCE	1.00	255,000.00	255,000.00 *	-255,000.00
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Local Road Assistance (until recently the Urban-Rural Initiative Program) payments are from the Maine Department of Transportation for road improvements. This is considered to be an offset for the Town's road improvement program (account 19200).
 FY 15 - 248,320.
 FY 16 - 250,876.
 FY 17 - 248,636.
 FY 18 - 253,006.

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 33130 - GENERAL ASSISTANCE REVENUE		1.00	28,000.00	28,000.00 *	-28,000.00
The Town receives reimbursement for 70% of its direct general assistance expenses from the State of Maine.					
FY 15 - 6,768.68					
FY 16 - 3,985.48					
FY 17 - 11,248.81					
FY 18 - 42,464.35					
GA BUDGET - \$40,000 (ACCT 18100-46940)					
70% - \$28,000.00					
1000 33140 - SSI RECOVERIES		1.00		.00	.00
Recoveries of income from GA recipients who later are granted SSI.					
FY 15 - 1,246.20					
FY 16 - 0.00					
FY 17 - 3,822.25					
FY 18 - 0.00					
1000 34100 - TAX REPORTS		1.00	50.00	50.00 *	-50.00
Tax reports.					
\$3. PER REPORT					
FY 15 - 83.					
FY 16 - 42.					
FY 17 -184.					
FY 18 - 13.					
1000 34110 - TOWN CLERK FEES		1.00	38,000.00	38,000.00 *	-38,000.00
Town clerk fees on transactions as authorized by statute.					
FY 15 - 46,649.					
FY 16 - 36,650.					
FY 17 - 41,463.					
FY 18 - 35,886.					
NOTE: REMOVED PUBLIC WORKS STREET OPENING PERMITS - TO					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

ACCOUNT # 36280

VENDOR QUANTITY UNIT COST 2020 DEPT

1000	34140 - PROOF OF INSURANCE FAX	1.00	25.00	25.00 *
	Fees collected for incoming faxes with proof of insurance for motor vehicle registrations.			-25.00
	\$1. - PER FAX			
	FY 15 - 0.00			
	FY 16 - 0.00			
	FY 17 - 24.00			
	FY 18 - 20.00			
1000	34190 - PASSPORTS	1.00	36,000.00	36,000.00 *
	Passport fees collected by the town as agent for the US State Department.			-36,000.00
	FY 15 - 15,165.			
	FY 16 - 23,015.			
	FY 17 - 29,530.			
	FY 18 - 31,283.			
1000	34200 - ASSESSOR'S FEES	1.00	350.00	350.00 *
	Assessor's fees, property lists.			-350.00
	FY 15 - 766.75			
	FY 16 - 588.00			
	FY 17 - 425.30			
	FY 18 - 363.90			
	Revenue decreasing due to on-line availability of records.			

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 34280 - SEWER FEES					.00
1000 34310 - DUNDEE PARK		1.00	57,000.00	57,000.00 *	-57,000.00
Dundee Park passes and fees.					
FY 15 - 32,035.23					
FY 16 - 49,234.31					
FY 17 - 47,024.80					
FY 18 - 45,857.90					
1000 34340 - RESCUE FEES		1.00	900.00	900.00 *	-900.00
Rescue report fees.					
FY 15 - 535.					
FY 16 - 365.					
FY 17 - 200.					
FY 18 - 1,193.					
1000 34350 - RESCUE SERVICE REIMBURSEMENT		1.00	705,000.00	705,000.00 *	-705,000.00
Rescue fees are only partially within the Town's control, since they are dependent on the number of calls, the reimbursement rates under Medicare and Medicaid, payments from insurance companies, and collections from individual patients. The Town provides a self-declared hardship waiver, and despite using a collection agency, still builds up substantial balances of uncollectible revenue. In order to more appropriately account for revenue, this account shows the gross amount of estimated billings with an offset for "bad debt" in 14100-48210.					
FY 15 - 617,673.98					
FY 16 - 610,000.00					
FY 17 - 665,392.47					
FY 18 - 639,586.46					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 34370 - SOLID WASTE FEES		1.00	550,000.00	550,000.00 *	-550,000.00

Revenues from the sale of Windham RECYCLES! trash bags pays for most of the cost of the Town's curbside trash collection, transportation, and disposal program (account 12900). This account also reflects the sale of recycling bins. It is important to note that Windham has chosen to pay for most of its program through user fees, while other communities charge less for their bags, but also subsidize their programs to a far greater degree than Windham does.

FY 15 - 450,419.69
FY 16 - 526,740.94
FY 17 - 585,363.14
FY 18 - 365,444.52

1000 34371 - STREET OPENING PERMITS					.00
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1000 35100 - INTEREST ON INVESTMENTS		1.00	220,000.00	220,000.00 *	-220,000.00
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Investment income is a function of the Town's cash flow, cash balances, and interest rates. The Town follows investment policies which make protection of principal a top priority. As a result the Town invests in highly secure instruments that are either insured or (since the Town's available cash for investment exceeds insurance limits) collateralized (meaning that US government or agency securities are pledged as collateral). Interest income is low because of low interest rates and the focus on security.

FY 15 - 28,071.36
FY 16 - 37,596.41
FY 17 - 80,082.04
FY 18 - 193,805.26

INTEREST RATE ON INVESTMENTS

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

HAVE RISEN FROM JUL (2.21%) -
FEB (2.82%)

VENDOR QUANTITY UNIT COST 2020 DEPT

1000	35130 - RSU-RESERVE OFFICER SHARE	1.00	45,000.00	45,000.00 *
	Payment from the Windham-Raymond School District (RSU 14) as roughly half the cost of the school resource officer program.			-45,000.00
	FY 15 - 45,000.			
	FY 16 - 45,000.			
	FY 17 - 41,100.			
	FY 18 - 45,000.			
1000	35131 - RSU - SHARED MAINT FAC RENT	1.00	195,354.00	195,354.00 *
	INTERLOCAL AGREEMENT - WSMF			-195,354.00
	FY 19 - 38,994.67			
	FY 20 - 195,353.94			
	FY 21 - 192,932.68			
	FY 22 - 190,334.26			
	FY 23 - 187,529.16			
	FY 24 - 184,546.88			
	FY 25 - 181,387.44			
	FY 26 - 178,050.82			
	FY 27 - 174,283.29			
	FY 28 - 170,934.70			
	LEASE AGREEMENT MUST BE RENEWED EVERY TEN YEARS PER INTERLOCAL AGREEMENT DATED 10/22/2018.			
1000	35132 - RSU - SHARE OF DEBT PMT	1.00	2,030,475.00	2,030,475.00 *
	RSU SHARE DEBT - 2011 REFUNDING BONDS PRINCIPAL & INTEREST			-2,030,475.00
	FY 19 - 2,096,700.			
	FY 20 - 2,030,475.			
	FY 21 - 1,961,200.			
	FY 22 - 1,887,850.			
	FY 23 - 1,809,625.			
	FY 24 - 1,728,375.			
	FY 25 - 1,286,375.			

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 36210 - CATV FEES		1.00	200,000.00	200,000.00 *	-200,000.00
Franchise fees due to the town by cable operators.					
FY 15 - 120,084.					
FY 16 - 118,909.					
FY 17 - 146,559.					
FY 18 - 212,861.					
1000 36230 - POLICE FEES		1.00	7,000.00	7,000.00 *	-7,000.00
Police related fines and fees.					
FY 15 - 4,455.					
FY 16 - 4,615.					
FY 17 - 7,359.					
FY 18 - 7,198.					
1000 36240 - COURT/WITNESS FEES		1.00	100.00	100.00 *	-100.00
Court fees.					
FY 15 - 850.					
FY 16 - 307.					
FY 17 - 150.					
FY 18 - 200.					
1000 36250 - FIRE/RESCUE FINES & FEES		1.00	200.00	200.00 *	-200.00
Fire/rescue fines and fees.					
FY 15 - 225.00					
FY 16 - 303.00					
FY 17 - 1,135.18					
FY 18 - 40.00					
1000 36260 - MECHANICAL SYSTEMS		1.00	25,000.00	25,000.00 *	-25,000.00
Mechanical systems fees charged by code enforcement.					
FY 15 - 0.00					
FY 16 - 10,636.25					
FY 17 - 18,783.00					
FY 18 - 17,742.00					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 36270 - LIBRARY FINES & FEES		1.00	7,800.00		7,800.00 *
Library fines and fees.					-7,800.00
FY 15 - 7,029.31					
FY 16 - 8,433.98					
FY 17 - 9,266.45					
FY 18 - 7,393.49					
1000 36280 - ROAD CONSTRUCTION FEES		1.00	21,000.00		21,000.00 *
Road, driveway permit fees, and street opening fees.					-21,000.00
FY 15 - 0.00					
FY 16 - 1,787.50					
FY 17 - 3,045.50					
FY 18 - 10,471.00					
TRANSFER \$9,000 Street Opening Fees from Town Clerk Fees acct 34371.					
1000 36300 - SALE OF TOWN PROPERTY		1.00			.00
Sale of town property, both real estate and personal property.					.00
FY 15 - NONE					
FY 16 - 9 MAIN ST. - Net - \$500.					
FY 17 - GAMBO FLD - \$80,000.					
FY 18 - NONE					
1000 36310 - RSU-SHARE OPER EXP WSMF		1.00	10,112.00		35,459.00 *
WSMF - CUSTODIAN - \$39,810.25.4 % SHARE					-10,112.00
10,111.74					
ESTIMATED EXPENSES - NO HISTORY					
WSMF - CUSTODIAN BENEFITS \$23,403.69		1.00	5,945.00		-5,945.00
25.4 % SHARE					
5,944.54					
ESTIMATED EXPENSES - NO HISTORY					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
WSMF - ELECTRICITY - 32,000. 25.4 % 8,128.		1.00	8,128.00		-8,128.00
NATURAL GAS - \$26,000. 25.4% 6,604. ESTIMATED EXPENSES - NO HISTORY NUMBERS ARRIVED USING EXPENSES OF SIMILAR SIZE BUILDING IN WESTBROOK		1.00	6,604.00		-6,604.00
WSMF - SECURITY FIRE - \$297. MONITORING \$420. 25.4% SHARE \$182. ESTIMATED EXPENSES - NO HISTORY		1.00	182.00		-182.00
WSMF - PUMP HOLDING TANK \$16,300. 25.4% \$4,140. ESTIMATED EXPENSES - NO HISTORY		1.00	4,140.00		-4,140.00
WSMF - WATER AND SPRINKLERS - \$1370. 25.4 % 347.98 ESTIMATED EXPENSES - NO HISTORY		1.00	348.00		-348.00
1000 36320 - BUILDING/SPACE RENTAL					.00
1000 36400 - CASH-UP SHORT/OVER					.00
To account for daily cash-up variances.		1.00			.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000 36900 - MISCELLANEOUS REVENUES		1.00	115,000.00	115,000.00 *	-115,000.00
Miscellaneous revenue accounts for revenue from an agreement with the Town of Gorham to provide general assistance administration services (see account 18100), half of a the stormwater compliance officer's position (see account 12100-"this ended in 9/13/18") and other revenues not accounted for anywhere else. FY 15 - 83,779.60 FY 16 - 56,115.24 FY 17 - 66,913.42 FY 18 - 111,708.48					
1000 37110 - CEMETERY TRUST FUND FEES		1.00	2,800.00	2,800.00 *	-2,800.00
Cemetery trust fund income to offset cemetery maintenance. FY 15 - 2,800. FY 16 - 2,800. FY 17 - 2,800. FY 18 - 2,800.					
1000 37120 - CHAFFIN POND PRESERVE					.00
1000 37130 - TIF TRANSFERS		1.00	.00	361,726.00 *	.00
Funds from the Town's municipal development, or "TIF," districts, used to offset expenses in the operating budget. They are called "TIF" districts because they operate by tax increment financing - using the incremental value to generate tax revenue and capture it for certain purposes, and realizing financial benefits by sheltering value from the action of state formulas governing the distribution of municipal revenue sharing, state school aid, and the town's share of county tax.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
FY 15 - 277,761					
FY 16 - 327,867.					
FY 17 - 395,602.					
FY 18 - 400.197.					
FY 19 - 451,120.					
Roosevelt Promenade TIF (Lowes/Home Depot)Original Value 10,900.		1.00	210,000.00	-210,000.00	
4/1/18 Value 26,967,800.					
Captured Value 26,956,900.					
Tax Rate					
15.18					
Taxes					
409,206.					
Max TIF amount 210,000.					
This amount will off set the funding of WEDC account # 17210					
THIS AMOUNT WILL OFFSET THE FUNDING OF WEDC ACCOUNT # 17210					
Gateway North TIF - orig value 1,864,200.		1.00	76,726.00	-76,726.00	
4/1/18 Value - 6,918,000					
Captured Value - 5,054,400					
Tax Rate					
15.18					
Taxes					
76,726.					
TIF FUNDS USED TO OFFSET PORTION OF WEDC ACCT # AND ECONOMIC DEVELOPMENT PROJECTS					
Pipeline TIF		1.00	75,000.00	-75,000.00	
Original Value - 18,000.					
4/1/2018 Value \$10,194,600					
Captured Value \$10,176,600.					
Tax Rate - 15.18					
Taxes - \$154,481.					
Direct expenses to TIF					
\$79,484. estimated					
(Wright & Pierce)					
to General Fund -					
Infrastructure \$75,000.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
1000	37140 - RECREATION IMPACT FEES		1.00	75,000.00		75,000.00 *
	Recreation impact fee funds are shown here as an offset to expenses in account 19400 for the continued development of Lippman Park, as well as assessment, planning, and capital improvements to the skate park.					-75,000.00
1000	37149 - CARRY FRWRD - ASSIGNED FUND BA		1.00	15,770.00		1,061,478.00 *
	Annual Accounts Carried Forward via Assigned Fund Balance					-15,770.00
	Estimated Balance of Capital Accounts					
	19100 - Capital Equipment					
	\$15,770.		1.00	323,523.00		-323,523.00
	Annual Accounts Carried Forward via Assigned Fund Balance					
	Estimated Balance of Capital Accounts					
	19200 - Road Improvements					
	\$323,523.		1.00	480,000.00		-480,000.00
	Annual Accounts Carried Forward via Assigned Fund Balance					
	Estimated Balance of Capital Accounts					
	19300 - Bldg & Facilities					
	Improvements					
	\$480,000.		1.00	242,185.00		-242,185.00
	Annual Accounts Carried Forward via Assigned Fund Balance					
	Estimated Balance of Capital Accounts					
	19400 - Rec - Land & Facilities					
	Improvement					
	\$242,185.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

1000 37150 - FUND BALANCE

VENDOR	QUANTITY	UNIT COST	2020	DEPT
	1.00	623,451.00	623,451.00	*
			-623,451.00	

Fund balance is used to offset
 \$450,000 of the tax levy, . The
 remaining \$300,000 offsets the
 town's two contingency funds
 (19910 and 19920).

TOTAL GENERAL FUND BAL SHEET
 TOTAL GENERAL FUND

45,246,312.00
 45,246,312.00

GRAND TOTAL

45,246,312.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
11100	TOWN COUNCIL					
11100	41110 - REGULAR FULL-TIME		1.00	13,230.00	13,230.00	*
	Council compensation estimated for 7 members of the Council at \$35 per meeting for 54 meetings. Council compensation governed by the Elected Officials Compensation Ordinance (Chapter 2 of the Code of Ordinances).				13,230.00	
11100	44200 - LEGAL SERVICES		1.00	110,000.00	110,000.00	*
	Legal services from the town attorney.				110,000.00	
11100	44300 - AUDIT SERVICES		1.00	22,000.00	22,000.00	*
	Audit services. Third year of three year RKO engagement as proposed. Requesting extension of contract - plan to advertise during FY 20				22,000.00	
11100	46410 - TRAVEL EXPENSES		1.00	2,000.00	2,000.00	*
	Travel and accommodations for events such as the MMA Convention, Congressional delegation meetings, and other local training, events, and meetings.				2,000.00	
11100	46910 - TRAINING/CONFERENCES		1.00	1,000.00	1,000.00	*
	Registration and attendance at conferences, training seminars, meetings, and other events.				1,000.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11100 46920 - MEMBERSHIPS		1.00	34,002.00		65,553.00 *
GPCOG dues at \$2.00 per capita based on 2010 US Census. Dues increase approved by the General Assembly to allow member dues to leverage other funding and allow for more non-grant programmed member services. This is the second of two increases.					
Maine Municipal Association annual dues.		1.00	19,000.00		19,000.00
Calendar yr. 2018 dues were \$16,986					
Calendar yr. 2019 dues were \$17,806					
Estimate for increase in 2020.					
RTP Lakes Region Explorer.		1.00	8,500.00		8,500.00
Maine Service Centers Coalition dues.		1.00	2,088.00		2,088.00
Maine Development Foundation dues.		1.00	300.00		300.00
American Society of Composers, Authors & Publishers fee. For use of licensed music.		1.00	357.00		357.00
Broadcast Music, Inc. For use of licensed music.		1.00	358.00		358.00
SESAC Music License. For use of licensed music.		1.00	438.00		438.00
Sebago Lake Region Chamber of Commerce. Annual dues.		1.00	510.00		510.00
TOTAL TOWN COUNCIL					213,783.00
TOTAL GENERAL FUND					213,783.00
GRAND TOTAL					213,783.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11200 TOWN MANAGEMENT					
11200 41110 - REGULAR FULL-TIME		1.00	502,424.00	502,424.00 *	502,424.00
Annual salaries and wages for Town Manager, Finance Director, Human Resources Director, Executive Assistant, Safety Compliance Officer and two Finance Assistants.					
11200 41120 - REGULAR PART-TIME		1.00	9,600.00	9,600.00 *	9,600.00
Part-time hire or internship to assist with MUNIS continued implementation and training. Temporary full time position 3 months. \$20 hr - 40 hrs - 12 wks - \$9,600. To complete the data entry to utilize MUNIS Human Resources for payroll reporting, governmental reporting, employee maintenance, benefits, retirement, evaluations, training records and automated budgeting records.					
11200 41210 - OVERTIME-REGULAR		1.00	4,000.00	4,000.00 *	4,000.00
Overtime hours for anticipated MUNIS HR implementation and additional project work.					
11200 43100 - GENERAL SUPPLIES & MATERIALS		1.00	8,000.00	8,000.00 *	8,000.00
Operating supplies, paper goods, etc. Increase to cover additional supplies, materials and office equipment for staff.					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11200 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	1,000.00		1,000.00 *
Professional books and publications.					1,000.00
11200 43710 - POSTAGE		1.00	6,000.00		6,000.00 *
Portion of postage costs assigned to manager and finance office; postage meter rental, service and supplies.					6,000.00
11200 44400 - PROFESSIONAL SERVICES		1.00	30,000.00		30,000.00 *
Professional services for projects and issues that arise during the year (appraisals, engineering, continued leadership development program, etc.).					30,000.00
FY 19 EXPENSES INCLUDED EATON PEABODY (EST 74,631) & SEVEN TREE SOLUTIONS (2,700).					
11200 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	.00		.00
Miscellaneous equipment maintenance for office machines other than that covered by maintenance agreements.					.00
11200 46210 - TELEPHONE & DATA - LANDLINE		1.00	8,000.00		8,000.00 *
Telephone and cellular charges.					8,000.00
11200 46310 - ADVERTISING		1.00	6,000.00		6,000.00 *
Advertising for special events, programs, some shared personnel/help wanted advertising, advertising requests for proposals, etc.					6,000.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11200 46410 - TRAVEL EXPENSES		1.00	7,500.00		7,500.00 *
Includes in-office training programs, manager's attendance at International City Management Association (ICMA) annual convention, attendance of others at NESGFOA, MMA, and other conferences and training programs.					
11200 46510 - PRINTING		1.00	800.00		800.00 *
Print services. YTD already over budget.					
11200 46520 - COPY SERVICES		1.00	5,000.00		5,000.00 *
Annual maintenance contract on photocopier.					
11200 46910 - TRAINING/CONFERENCES		1.00	4,000.00		4,000.00 *
Expenses for business and attendance at training programs and association conferences. Increase due to new staff and additional training for finance staff.					
11200 46920 - MEMBERSHIPS		1.00	2,500.00		2,500.00 *
Memberships including International City/County Management Association (ICMA), Maine Town, City, & County Management Association (MTCMA), Government Finance Officers Association (GFOA), Maine Government Finance Officers Association (MGFOA), Society for Human Resource Management (SHRM), and others.					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

11200 47430 - OTHER EQUIPMENT & MACHINERY

Cell phone replacement.

VENDOR	QUANTITY	UNIT COST	2020	DEPT
	1.00	1,500.00		1,500.00 *

TOTAL TOWN MANAGEMENT
 TOTAL GENERAL FUND

596,324.00
 596,324.00

GRAND TOTAL

596,324.00

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11300	COLLECTION & REGISTRATION				
11300	41110 - REGULAR FULL-TIME	1.00	183,798.00	183,798.00 *	
	Annual salaries and wages for Deputy Tax Collector and three Tax Collection Assistants.			183,798.00	
11300	41120 - REGULAR PART-TIME	1.00	24,163.00	24,163.00 *	
	Annual wages for one part-time 24-hour/week Tax Collection Administrative Assistant.			24,163.00	
11300	41210 - OVERTIME-REGULAR	1.00	1,500.00	1,500.00 *	
	For anticipated time staff may have to work beyond normal working hours.			1,500.00	
11300	43100 - GENERAL SUPPLIES & MATERIALS	1.00	4,500.00	4,500.00 *	
	Operating supplies such as paper goods, printer and calculator ribbon, pens for counter and large envelopes for mailing reports to the Bureau of Motor Vehicles and Inland Fisheries and Wildlife. Copier and fax expenses are shared with the Town Clerk's office.			4,500.00	
11300	43610 - BOOKS,MAPS,PUBLICATIONS	1.00	1,200.00	1,200.00 *	
	M. S. R. P. reference books for Large Truck, Motorcycles, Camper Trailers and Motor Homes to properly calculate excise tax. The U.S. Department of State also requires regular updates for the ID Guide for passports. We are required to have this book because anyone from any of the 50 states can come here to apply for a passport. We have to know if their ID is valid. Will be purchasing online			1,200.00	

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
		subscriptions to access vehicles MSRP through Price Digest.				
11300	43710 - POSTAGE		1.00	21,500.00		21,500.00 *
		Postage for the mailing of tax bills, overdue and sewer fee notices, motor vehicle weekly report, Inland Fisheries monthly reports, general office correspondence and certified tax lien notices to homeowners and mortgage holders. Postage fees went up three times this past year alone. Postage again increased from 47 cents to 50 cents. Also priority flat rate went from 6.50 to 6.95 which we send out passports with. We typically send out at least one a day. This price increase also effects certified letters sent.				
11300	44400 - PROFESSIONAL SERVICES		1.00	25,000.00		25,000.00 *
		Filing fee for Real Estate liens and for discharges. Tax bill preparation fees. Documents to be shredded are paid out of this account.				
11300	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	500.00		500.00 *
		Maintenance and repairs for eight printers and fourteen computers.				

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11300 46210 - TELEPHONE & DATA - LANDLINE		1.00	1,090.00		1,090.00 *
Cost of two telephone lines and a fax line. Fairpoint Data lines. New Fairpoint Data configuration.					
11300 46310 - ADVERTISING		1.00	300.00		300.00 *
Advertising for Spring due date in lieu of mailing out a second bill. Possible additional advertising letting people know about collection of Personal Property Taxes.					
11300 46410 - TRAVEL EXPENSES		1.00	1,350.00		1,350.00 *
Training for employees to attend seminars and workshops throughout the year. We are required to be trained yearly by the Bureau of Motor Vehicles and by the U. S Dept of State. This also allows the Assistant Tax Collector to attend tax conferences. Increased deposits at bank, also increased cost to travel to trainings due to new personnel.					
11300 46910 - TRAINING/CONFERENCES		1.00	600.00		600.00 *
This covers any class fees or memberships to the Tax Collectors Association. New personnel in the department requires more classes and trainings.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11300 47430 - OTHER EQUIPMENT & MACHINERY					2,000.00 *
		1.00	2,000.00		2,000.00
Replacement of office equipment is included in the capital equipment replacement plan in case of mechanical failure. Currently looking at ordering a sit/stand desk converter(s) for office personnel.					

TOTAL COLLECTION & REGISTRATION	267,501.00
TOTAL GENERAL FUND	267,501.00
GRAND TOTAL	267,501.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
11400	INFORMATION SERVICES					
11400	41110 - REGULAR FULL-TIME		1.00	126,412.00	126,412.00 *	126,412.00
	Annual salaries and wages for the Information Services Manager and Systems Administrator.					
11400	41120 - REGULAR PART-TIME		1.00		.00	.00
	No internship planned this year.					
11400	41210 - OVERTIME-REGULAR		1.00	1,750.00	1,750.00 *	1,750.00
	Overtime costs associated with nights/weekends work and staffing of an EOC.					
11400	43100 - GENERAL SUPPLIES & MATERIALS		1.00	500.00	500.00 *	500.00
	Paper, labels, pens, batteries and other supplies.					
11400	43610 - BOOKS,MAPS,PUBLICATIONS				.00	
11400	44400 - PROFESSIONAL SERVICES		1.00	1,500.00	1,500.00 *	1,500.00
	Misc. consulting, planning and support fees.					
	Reduction from previous FY due to completion of a project.					
11400	45330 - EQUIPMENT MAINTENANCE SERVICES	252561	1.00	86,968.00	167,646.00 *	86,968.00
	Annual support and licensing fee for Munis software.					
	Annual service and toner contract	51	1.00	6,500.00	6,500.00	
	Licensing for Meraki switches and firewalls		1.00	10,500.00	10,500.00	
		91	1.00	2,388.00	2,388.00	

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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
Yearly subscription for Archive Social					
	280	1.00	350.00		350.00
Licensing fee for Open Fox (Police crime database)		1.00	350.00		350.00
Renewals for security certificates and domain names.		162.00	30.00		4,860.00
Renewal of Bitdefender Antivirus Licensing.		8.00	160.00		1,280.00
Renewal of Cradlepoint subscription which provides cloud management + warranty of police vehicle internet access points.		2.00	450.00		900.00
Two Administration subscription licenses for PDQ Deploy - A tool used to help administrate software deployment.		2.00	450.00		900.00
A subscription license to PDQ Inventory, a software tool to help track our computer inventory and management.		65.00	93.00		6,045.00
Office 365 licensing costs. 65 users. Office 365 has worked very well for us this year and we do plan to continue using it going forward.		1.00	18,500.00		18,500.00
General equipment replacement		1.00	3,210.00		3,210.00
Annual SaaS (Software as a Service) fee to Tyler Technologies for Citizens Self Service module allowing online account management and payments for a range of payment types.		1.00	.00		.00
Barracuda Spam and Backup licensing. Not needed for FY2020 due to capital replacement, however licensing will return for FY2021.		20.00	56.00		1,120.00
Subscription to a multifactor authentication service to increase security for mobile users. Cost covers one full					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
year of service plus initial startup costs for 20 users. Price projected using Duo as the example service, though several vendors sell similar products.		1.00	2,500.00		2,500.00
Barracuda Spam Firewall hardware refresh. Previous unit reaching end of life.		7.00	1,325.00		9,275.00
Fire Department Truck Tablets and cases Replacing beyond end-of-life equipment with new devices		1.00	12,000.00		12,000.00
Replacement laptops as part of regularly scheduled equipment replacement. Five models of the same type for office workers and 2 of the same type for Police Crash Reconstruction duties. Current devices have reached end of life which is defined as 5 years. Sum is total of all necessary hardware, docking stations, extra chargers, cords, and accessories needed.					
11400 46210 - TELEPHONE & DATA - LANDLINE		12.00	1,460.00		33,420.00 *
Fairpoint Data line and Internet at PS.		12.00	90.00		17,520.00
Town Hall, PS, and Public Works static IP addresses		12.00	190.00		1,080.00
Telephone/Data service for two cell phones, one iPad, and one Wireless Hotspot.		12.00	190.00		2,280.00
Hosted Telephone costs for Core Infrastructure. Switches and private circuit at 7 locations as well as handsets for IT department.		12.00	1,045.00		12,540.00

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11400 46410 - TRAVEL EXPENSES					300.00 *
Mileage		1.00	300.00		300.00
11400 46910 - TRAINING/CONFERENCES					160.00 *
Registration costs for MMA conference.		2.00	80.00		160.00
11400 46920 - MEMBERSHIPS					200.00 *
Membership fees for IT related societies and organizations.		1.00	200.00		200.00
TOTAL INFORMATION SERVICES					331,888.00
TOTAL GENERAL FUND					331,888.00
GRAND TOTAL					331,888.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
11500	BOARDS & COMMISSIONS					
11500	41110 - REGULAR FULL-TIME		1.00	6,720.00		6,720.00 *
	Stipend payments to Planning Board and Zoning Board members.					6,720.00
11500	41120 - REGULAR PART-TIME					.00
11500	43100 - GENERAL SUPPLIES & MATERIALS		1.00	.00		.00
	General committee expenses, flowers, refreshments for public meetings, etc.					.00
11500	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	.00		.00
	Materials for various boards and committees.					.00
11500	46410 - TRAVEL EXPENSES		1.00	500.00		500.00 *
	Reimbursement to committee members for mileage, tolls and meals.					500.00
11500	46910 - TRAINING/CONFERENCES		1.00	200.00		200.00 *
	Funding for committee members to attend conferences and seminars related to their committee work.					200.00
11500	46920 - MEMBERSHIPS					.00
11500	46930 - CONTRIBUTIONS TO AGENCIES		1.00	1,500.00		79,564.00 *
	Memorial Day parade.		1.00	18,000.00		1,500.00
	Holiday lights and banners.		1.00	5,891.00		18,000.00
	Windham Drifters Snowmobile Club. Based on FY 2018 actual snowmobile excise tax.		1.00	5,000.00		5,891.00
	Volunteer recognition event.		1.00	1,500.00		5,000.00
						1,500.00

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 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
Memorial Day flags and markers.		1.00	37,073.00		37,073.00
Watershed protection grants. In previous years, the finance committee recommended basing this amount on the previous year's boat excise tax revenue, which was \$37,073 for FY 2018.		1.00	600.00		600.00
Windham senior meals program, housed at Unity Gardens.		1.00	10,000.00		10,000.00
Windham Historical Society.					

TOTAL BOARDS & COMMISSIONS	86,984.00
TOTAL GENERAL FUND	86,984.00

GRAND TOTAL	86,984.00
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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11600	COMMUNICATION & E-GOV				
11600	41120 - REGULAR PART-TIME	1.00	11,700.00	11,700.00 *	11,700.00
	Compensation for three as-needed Cable TV Station Assistants.				
11600	43100 - GENERAL SUPPLIES & MATERIALS	1.00	300.00	300.00 *	300.00
	General station supplies.				
11600	44400 - PROFESSIONAL SERVICES	1.00	39,815.00	39,815.00 *	39,815.00
	Granicus streaming/archiving and Legistar legislative management system.				
11600	45330 - EQUIPMENT MAINTENANCE SERVICES	1.00	2,000.00	6,074.00 *	2,000.00
	General equipment replacement of items				
	Adobe Creative Cloud Subscription.	12.00	52.00	624.00	
	iPad and accessories replacement. We would normally plan for a three year replacement cycle for mobile devices however generally we have had good luck with our devices so we are trying to get a fourth year. This line item is a contingency that is designed to allow us to replace up to three broken iPads this year if we had to, with the idea that we hope we have to replace none this year, and replace them all at the same time next year.	3.00	1,150.00	3,450.00	

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11600 46210 - TELEPHONE & DATA - LANDLINE		12.00	100.00		1,200.00 *
Data services for 12 months, including 5 static IP addresses.					
11600 46920 - MEMBERSHIPS					.00
11600 47430 - OTHER EQUIPMENT & MACHINERY					.00
TOTAL COMMUNICATION & E-GOV					59,089.00
TOTAL GENERAL FUND					59,089.00
GRAND TOTAL					59,089.00

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
11700	TOWN CLERK					
11700	41110 - REGULAR FULL-TIME		1.00	163,755.00	163,755.00 *	163,755.00
	Annual salaries and wages for the Town Clerk and two full-time Deputy Town Clerks. This budget requests one part-time Deputy Clerk's hours be increased from 24 to 40 hrs. per week. For the Town Clerk to better meet her demands, she respectfully requests this increase of hours so that two full-time Deputy Clerks are present to serve the public.					
11700	41120 - REGULAR PART-TIME		1.00	36,181.00	36,181.00 *	36,181.00
	Annual wage for one part-time Deputy Clerk position and election workers for two elections plus a Presidential Preference election. This increase also takes into account an increase in the minimum wage from \$11 to \$12 after January 1, 2020.					
11700	41210 - OVERTIME-REGULAR		1.00	2,000.00	2,000.00 *	2,000.00
	Overtime compensation typically to cover election time events.					
11700	43100 - GENERAL SUPPLIES & MATERIALS		1.00	3,000.00	3,000.00 *	3,000.00
	This account is for all typical office supplies and materials.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11700 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	2,500.00		2,500.00 *
Restoration and binding of old birth, death, marriage books, and other town records. The goal is to restore one or two books a year. This line also pays for binding the yearly book of Town Council Minutes, and office manuals.					
11700 43710 - POSTAGE		1.00	2,600.00		2,600.00 *
Mailing absentee ballots, dog notices, birth & marriage letters, and voter registration notices. I increased this by \$500 due to the cost of postage going up and most likely 3 elections in this budget cycle.					
11700 44400 - PROFESSIONAL SERVICES		1.00	6,270.00		6,270.00 *
Programming 5 memory sticks for elections, leasing 2 extra voting machines, memory sticks, ballot bins yearly, and programming for the 2 Express Voting machines for every election.					
11700 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	900.00		900.00 *
Maintenance and support on typewriters and voting machines.					
11700 46210 - TELEPHONE & DATA - LANDLINE		1.00	804.00		804.00 *
Telephone service in the office. Fairpoint Data Lines. New Fairpoint Data line configuration.					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11700 46310 - ADVERTISING		1.00	5,300.00		5,300.00 *
Legal ads in the Portland Press Herald & non-legal ads/notices in the local Windham papers. Increased by \$1,500 due to increased advertising costs.					
11700 46410 - TRAVEL EXPENSES		1.00	2,500.00		2,500.00 *
Food for election workers, absentee voting mileage & meetings the Clerk & Deputies attend. Increased by \$300 to account for the extra election workers in November & school has increased their meal per person costs.					
11700 46510 - PRINTING		1.00	5,000.00		5,000.00 *
Printing ballots, voter registration cards, dog notice cards, business cards, etc.					
11700 46910 - TRAINING/CONFERENCES		1.00	1,000.00		1,000.00 *
Annual attendance for the Clerk & Deputies attending the Elections Conf. for Title 21-A, Title 30-A, Clerk's Networking Day, classes on vital records, business licensing, & auto registration classes.					
11700 46920 - MEMBERSHIPS		1.00	260.00		260.00 *
Memberships to CCMCA, MTCCA & NEACTC for the Clerk & 2 Deputy Clerks. Two Associations increased their membership dues and the third is considering it.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

11700 47430 - OTHER EQUIPMENT & MACHINERY

VENDOR	QUANTITY	UNIT COST	2020	DEPT
				.00
				.00
				.00

TOTAL TOWN CLERK	232,070.00
TOTAL GENERAL FUND	232,070.00

GRAND TOTAL	232,070.00
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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
11800	INSURANCE					
11800	42610 - SAFETY PROGRAMS		1.00	5,000.00		5,000.00 *
	Funding for safety committee, Safety Data Sheets Software (annual subscription) and training materials. The Town has a responsibility to provide a safe and healthy workplace for its employees. This fund will provide for compliance in ergonomics, chemical safety, training and training materials, personal protective equipment, etc. This also allows for participation in the MMA grant program by funding the Town's contribution.					
11800	46110 - PROPERTY INSURANCE	1705	1.00	28,428.00		28,428.00 *
	Insurance coverage for Property; Boiler; Electronic Data Processing (EDP); Mobile Equipment; and Crime including Faithful Performance Coverage. Reflects a 7% increase over FY2019. The new shared PW facility also added \$4895.00. Adjustments made per MMM's underwriter: Removed Roads Treatment and General Liability from this account to the Professional Liability account.					
11800	46130 - PROFESSIONAL LIABILITY	1705	1.00	50,079.00		50,079.00 *
	Insurance coverage for General Liability; Public Officials Liability; Ambulance Malpractice; Police Professional Liability; and Road Treatment Liability. Reflects a 7% increase over FY2019.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

VENDOR QUANTITY UNIT COST 2020 DEPT

Adjustments made per MMA's
 underwriter: Moved General
 Liability and Roads Treatment
 from Property Insurance to
 this account.

11800	46140 - VEHICLE INSURANCE	1705	1.00	70,191.00	70,191.00 *
	Insurance coverage for Auto Physical Damage and Auto Liability. Reflects a 7% increase over FY2019.				70,191.00

TOTAL INSURANCE	153,698.00
TOTAL GENERAL FUND	153,698.00
GRAND TOTAL	153,698.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
11900	EMPLOYEE BENEFITS					
11900	42110 - HEALTH INSURANCE					
		1705	1.00	1,291,038.00	1,291,038.00 *	
	Employer share of premiums for all employees insured under the PPO-500 plan, the dental plan and the insurance buy-outs. The budget provides for a 8% premium increase for health and 4% for dental in calendar 2020, which will affect the last six months of the budget year.					
	BUDGET CALCULATION					
	HEALTH - 1,136,127.93					
	DENTAL - 50,468.38					
	BUY BACK - 104,441.73					
11900	42115 - HEALTH REIMBURSEMENT ACCOUNTS					
		543	1.00	57,000.00	57,000.00 *	
	Health Reimbursement of co-insurance costs for all employee groups. This was previously included in account 11900-42110 Health Insurance. In the future, this will be assigned to fund balance. The PPO-500 plan is considerably less costly to the Town, but puts more burden on the employees. The HRA helps to fill that gap. The increase over FY19 reflects an increase in the total number of employees enrolled in healthcare.					
11900	42116 - GROUP DYNAMICS HRA/FSA					
		543	1.00	7,375.00	7,375.00 *	
	Payment to a third party vendor (Group Dynamic, Inc.) for administration of the Flexible Spending Accounts (FSA) and the Health Reimbursement Accounts (HRA). This was previously in account 11900-42110 Health Insurance.					

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 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
11900	42120 - DENTAL COVERAGE					.00
11900	42130 - SHORT-TERM DISABILITY	1705	1.00	7,194.00		7,194.00 *
	Town share of short term disability insurance required in the police contract. The Town pays the premium necessary for the employee to receive a benefit of \$1,000 per month.					7,194.00
11900	42140 - LONG-TERM DISABILITY		1.00	7,200.00		7,200.00 *
	Town cost of long term disability insurance plan required in the police contract. The cost is directly tied to employee salaries.					7,200.00
11900	42210 - SOCIAL SECURITY CONTRIBUTIONS		1.00	668,000.00		668,000.00 *
	The Town pays FICA (6.2%) and Medicare (1.45%) payroll taxes on wages and the employer's matching contribution to employees' retirement accounts. Actual funding is usually less than the budget due to vacancies which occur throughout the year. FICA and Medicare expense for Recreation Programs, a self-funded program, is included in that budget (org 22120).					668,000.00
	WAGES - BUDGET - 8,137,924.28					
	MPERS -					
	327,534.89					
	DEFERRED COMP					
	180,696.50					
	INS BUY BACK					
	97,851.81					
	TOTAL					
	8,744,007.48 X .0765					
	FICA/MEDICARE - \$668,916.57					

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 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11900 42310 - DEFERRED COMPENSATION		1.00	180,000.00	180,000.00	180,000.00 *
Town matching contributions of up to 6% of regular pay for participants in the ICMA Retirement Corporation or MaineSTART deferred compensation plans.					
11900 42320 - MAINE PERS		1.00	336,401.00	336,401.00	336,401.00 *
Maine Public Employees Retirement System employer contributions for members of the police and professional firefighters unions as required by contract, 12.8% of gross pay both groups.					
11900 42410 - WORKERS COMPENSATION	1705	1.00	220,000.00	220,000.00	220,000.00 *
Worker's compensation expense insurance premiums. Premiums for Recreation programs are carried in account #22120-42220. Claims experience continues to improve due to risk management and loss control efforts; however the premium is driven not only by claims experience, but by audited payroll records and we have added a number of high risk positions in the last year. The preliminary budget has incorporated an 20% premium increase over the actual cost as recommended by MMA.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
11900 42510 - UNEMPLOYMENT COMPENSATION	542	1.00	7,500.00		7,500.00 *
Unemployment benefits as assessed by the State of Maine. The town is a "direct pay" employer and does not carry unemployment compensation insurance. Budgeted amount reflects growth in overall employment. There is no real way to project these claims.					
11900 42600 - WELLNESS PROGRAMS		1.00	2,500.00		2,500.00 *
Wellness program for employees. This was previously in account 11800-42610. This combines with grant money from MMA to encourage health and wellness across all employee groups.					
11900 42710 - TUITION REIMBURSEMENT		1.00	2,500.00		2,500.00 *
The town provides tuition reimbursement assistance to employees for approved courses.					
11900 42720 - CLASSIFICATION PLAN		1.00			.00
To fund mid-year position reclassifications based on market surveys to keep compensation rates in the 95-110% of survey average range the town has used for the last 15-20 years. This will be done in house by the Human Resources Director.					
TOTAL EMPLOYEE BENEFITS					2,786,708.00
TOTAL GENERAL FUND					2,786,708.00
GRAND TOTAL					2,786,708.00

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2020	DEPT
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12100	PUBLIC WORKS ADMINISTRATION				
12100	41110 - REGULAR FULL-TIME	1.00	199,955.00	199,955.00 *	199,955.00
	Annual salaries and wages for three positions: Public Works Director, Environmental Sustainability Coordinator (Stormwater Compliance Officer) and Public Works Administrative Assistant.				
12100	43100 - GENERAL SUPPLIES & MATERIALS	1.00	3,000.00	3,000.00 *	3,000.00
	Fax machine, office, and misc. supplies				
12100	43610 - BOOKS,MAPS,PUBLICATIONS	1.00	250.00	250.00 *	250.00
	Books, maps, and publications as needed				
12100	43710 - POSTAGE	1.00	400.00	400.00 *	400.00
	Postage for mailings				
12100	44400 - PROFESSIONAL SERVICES	1.00	26,885.00	26,885.00 *	26,885.00
	Professional services, includes interlocal stormwater group dues, CCSW for NPDES stormwater compliance, DOT required annual and pre-employment drug and alcohol testing, pre-employment physical exams, CDL license reimbursements, yearly hearing test, DigSafe and other misc. professional services.				
	We will be entering a new 5-year permit for stormwater in July 2020, which has not been 100% defined yet. We are still operating under the existing permit year 5				

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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12100 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	2,500.00		2,500.00 *
Maintenance of 2-way radios, photocopier, and radio replacement as most mobile units are out of production, making parts hard to find.					
12100 46210 - TELEPHONE & DATA - LANDLINE		1.00	6,000.00		6,000.00 *
Telephone and data lines, 6 cell phones, ipad cellular connection for field stormwater work.					
12100 46310 - ADVERTISING		1.00	1,000.00		1,000.00 *
Ads for position vacancies Sotuhern Maine jobs .com, public awareness efforts, bids, and RFPs.					
12100 46410 - TRAVEL EXPENSES		1.00	3,000.00		3,000.00 *
Expenses related to training, conferences, or attendance at meetings or other functions for the Director, stormwater compliance officer, and part of Town Engineer					
12100 46910 - TRAINING/CONFERENCES		1.00	3,000.00		3,000.00 *
Conferences and training, including Maine Local Road programs, APWA Annual Conference, and other regional conferences for Director, Stormwater Compliance Officer, and Town Engineer					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12100 46920 - MEMBERSHIPS		1.00	500.00		500.00 *
Membership dues for APWA, Maine Better Roads, and Citizens Card					
12100 47430 - OTHER EQUIPMENT & MACHINERY		1.00	3,000.00		3,000.00 *
Stormwater Compliance equipment and needs. Decrease by \$3,000 from FY 19					

TOTAL PUBLIC WORKS ADMINISTRATION
 TOTAL GENERAL FUND

249,490.00
 249,490.00

GRAND TOTAL

249,490.00

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
12200	HIGHWAY MAINTENANCE					
12200	41110 - REGULAR FULL-TIME		1.00	598,446.00	598,446.00	*
	Annual salaries and wages for the Highway Maintenance Supervisor, three Equipment Operators and nine Truck Driver/Laborers.				598,446.00	
	Includes a 2% cost of living adjustment per approved bargaining agreement.					
12200	41210 - OVERTIME-REGULAR		1.00	82,505.00	82,505.00	*
	Increase based on wage adjustments an additional 200 hours for the two new hires late in FY19 and one new custodian who will be plowing the new Public Works Facility. This will also provide pay for extra hours needed for sidewalk and hydrant clearing after storms.				82,505.00	
12200	43320 - ROAD MAINTENANCE MATERIALS		1.00	65,000.00	65,000.00	*
	Materials for road repair, cold patch for pot holes, rip rap for stabilization, stone, gravel, loam, catch basins, culverts, hot mix for asphalt for hand paving, erosion control, etc				65,000.00	
12200	43720 - CLOTHING		1.00	10,000.00	10,000.00	*
	Uniforms, safety boots, and personal protective equipment, such as hard hats, vests, gloves, eye protection, hearing protection, respiratory protection, and rain gear				10,000.00	
	Increase for 2 new hires					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12200 46910 - TRAINING/CONFERENCES		1.00	500.00		500.00 *
Trainings for Highway crew employees, Maine Local Roads					
12200 46990 - CONTRACTED SERVICES - OTHER		1.00	74,700.00		74,700.00 *
Contracted services including catch basin cleaning, catch basin grit disposal at a licensed disposal site, liquid calcium chloride for dust control on approximately 4 miles of dirt roads, tree work and crack sealing					
12200 47430 - OTHER EQUIPMENT & MACHINERY		1.00	3,000.00		7,500.00 *
Small power equipment , Power brooms, chain saws, etc.					
		1.00	4,500.00		4,500.00
Amendment C10: Added water/calcium chloride/brine dispensing system.					
12200 47450 - TOOLS		1.00	2,500.00		2,500.00 *
Replacement for hand tools, rakes, shovels, cut off saw blades, etc.					

TOTAL HIGHWAY MAINTENANCE	841,151.00
TOTAL GENERAL FUND	841,151.00
GRAND TOTAL	841,151.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12300 TRAFFIC SAFETY					
12300 43210 - ELECTRICITY		1.00	73,000.00	73,000.00 *	73,000.00
Electricity for street lights and traffic signals.					
12300 43320 - ROAD MAINTENANCE MATERIALS					.00
12300 43330 - TRAFFIC SIGNS		1.00	10,000.00	10,000.00 *	10,000.00
Sign replacement and new sign purchases. Sign posts Replacement signs are required to be retro-reflective by the MUTCD to improve night visibility					
12300 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	12,000.00	12,000.00 *	12,000.00
Traffic signal maintenance (9 full signals, 4 flashing signals) One new signal at 202 and Falmouth Rd. Older signals are requiring more work and labor increase for contractor					
12300 46990 - CONTRACTED SERVICES - OTHER		1.00	93,986.00	93,986.00 *	93,986.00
Contracted services include road striping (49 miles), hand pavement markings including fall striping of the 302 North Corridor, and guard rail replacement					
TOTAL TRAFFIC SAFETY				188,986.00	
TOTAL GENERAL FUND				188,986.00	
GRAND TOTAL				188,986.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12400 SNOW REMOVAL					
12400 43320 - ROAD MAINTENANCE MATERIALS		1.00	42,000.00	42,000.00 *	42,000.00
Winter Sand - 6,000 yards Increase by \$4500 due to material cost increase to \$7 per yd.					
12400 43340 - CHEMICALS		1.00	209,000.00	209,000.00 *	209,000.00
Road salt and liquid calcium chloride.					
12400 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	45,000.00	45,000.00 *	45,000.00
Plow cutting edges, sander chains, wing push arms, sander controls, calcium pumps, and other parts related to plowing. \$5000 increase for increased fleet size and inflation on parts cost.					
12400 46970 - SNOWPLOWING CONTRACTS		1.00	167,746.00	167,746.00 *	167,746.00
Snowplowing contracts for Sumerian Irrigation and Adam Copp. Winter loader rental Increase by \$4230 due to snow plow contract					
TOTAL SNOW REMOVAL				463,746.00	
TOTAL GENERAL FUND				463,746.00	
GRAND TOTAL				463,746.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
12500	BUILDING MAINTENANCE					
12500	41110 - REGULAR FULL-TIME		1.00	278,584.00	278,584.00 *	278,584.00
	Annual salaries and wages for the Building & Grounds Maintenance Supervisor, Building Maintenance Technician and four custodians.					
	Note 25% of the newest custodian's wages and benefits are expected to be reimbursed by RSU 14 under an interlocal agreement for the new shared maintenance facility.					
12500	41120 - REGULAR PART-TIME				.00	
12500	41210 - OVERTIME-REGULAR		1.00	17,513.00	17,513.00 *	17,513.00
	Overtime increase is based on wage adjustments. Hours are mainly used to aide in winter operations.					
12500	43210 - ELECTRICITY		1.00	101,000.00	101,000.00 *	101,000.00
	Electricity for all municipal buildings.					
	Increase by \$16000 for new Shared Maintenance Facility based on Westbrook"s new facility usage.					
12500	43250 - HEATING FUELS - OIL		1.00	96,000.00	96,000.00 *	96,000.00
	Heating fuels, #2 oil - 9500 gallons @ 2.52; propane - 3,600 gallons @ 1.50; and natural gas for South Windham Fire Station, Town Offices, Library, and new maintenance facility.					
	New maintenance facility usage \$26,000 based on Westbrook DPW garage of similar size.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12500 43310 - BLDG MAINTENANCE MATERIALS		1.00	30,000.00	30,000.00 *	30,000.00
Building maintenance materials, cleaning supplies, paper products, paint, chemicals, and tools					
12500 43720 - CLOTHING		1.00	3,600.00	3,600.00 *	3,600.00
Uniforms, safety boots, and personal protective equipment. increase \$400 for one new custodian position for new maintenance facility					
12500 45110 - WATER		1.00	5,670.00	5,670.00 *	5,670.00
Water supply for all municipal buildings and cemeteries Increase by \$1120 for new maintenance facility usage and new wash bay and fire sprinkler monthly charge and actual usage					
12500 45210 - WASTE DISPOSAL		1.00	16,250.00	16,250.00 *	16,250.00
Trash and recycling pick up at municipal buildings Increase to reflect actual usage and adding a dumpster at loan closet and card board dumpster at social services					
12500 45310 - BUILDING MAINTENANCE SERVICES		1.00	81,300.00	81,300.00 *	81,300.00
Building maintenance services such as electrical repair, elevators, generators, heating/air conditioning, plumbing repairs, security monitoring and alarms, septic disposal and maintenance, inspections/crane/fueling					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
	station, and other misc. services					
12500	45400 - RENTALS		1.00	2,000.00		2,000.00 *
	Rentals for lifts and other specialized equipment					2,000.00
12500	46210 - TELEPHONE & DATA - LANDLINE		1.00	594.00		1,584.00 *
	Fairpoint Data Lines - Elevators					594.00
	New Phone line configuration					
	Fairpoint Data Lines - Fire Alarms		1.00	990.00		990.00
	New Phone configuration					
12500	46910 - TRAINING/CONFERENCES		1.00	300.00		300.00 *
	Training for building and grounds crew					300.00
12500	47430 - OTHER EQUIPMENT & MACHINERY		1.00	3,400.00		5,455.00 *
	Town Hall - Conference Room 2 - Furniture Replacement					3,400.00
	Town Hall - Conference Room 1 - Furniture Replacement		1.00	2,055.00		2,055.00
12500	47440 - ELECTRONIC EQUIPMENT & TECHNOL		1.00	9,000.00		9,000.00 *
	Electrical supplies, batteries, light bulbs, for all facilities, as well as proper disposal for fluorescent light bulbs and electronics. LED conversions for building lighting.					9,000.00
TOTAL BUILDING MAINTENANCE						648,256.00
TOTAL GENERAL FUND						648,256.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
GRAND TOTAL				648,256.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

ACCOUNTS FOR: GENERAL FUND		VENDOR	QUANTITY	UNIT COST	2020	DEPT
12600	GROUNDS MAINTENANCE					
12600	41110 - REGULAR FULL-TIME		1.00	86,459.00	86,459.00	*
	Annual salaries and wages for Building & Grounds Maintenance Workers.				86,459.00	
12600	41120 - REGULAR PART-TIME		1.00	20,000.00	20,000.00	*
	Wages for seasonal grounds position(s). Could not find any help in 2018 season				20,000.00	
12600	43100 - GENERAL SUPPLIES & MATERIALS		1.00	4,000.00	4,000.00	*
	Grounds maintenance materials such as signs, seed, loam, mulch, etc, flags for veteran graves \$2000 for veteran American flags, this was coming out of buildings supplies				4,000.00	
12600	43740 - EMPLOYEE HEALTH & SAFETY		1.00	400.00	400.00	*
	Personal protection equipment for grounds crew. Seasonal help in grounds, could not find anyone in 2018 season.				400.00	
12600	45110 - WATER		1.00	434.00	434.00	*
	Water supply for cemeteries Increase for actual billing				434.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12600 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	2,500.00		2,500.00 *
Equipment maintenance parts for all grounds equipment					
12600 46990 - CONTRACTED SERVICES - OTHER		1.00	6,000.00		6,000.00 *
Contracted services including tree removal, gravestone repair and cleaning, landscape services for Public Safety and Library					
12600 47430 - OTHER EQUIPMENT & MACHINERY		1.00	2,400.00		2,400.00 *
Replacement equipment - weed wackers, leaf blowers, chainsaws, etc					
TOTAL GROUNDS MAINTENANCE					122,193.00
TOTAL GENERAL FUND					122,193.00
GRAND TOTAL					122,193.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
12700	PWD VEH MAINTENANCE					
12700	41110 - REGULAR FULL-TIME		1.00	190,605.00	190,605.00	*
	Annual salaries and wages for the Vehicle Maintenance Supervisor, two Mechanics and Service Writer/Parts Controller.				190,605.00	
	9% of total compensation deducted and added to 13700-41110 for police vehicle maintenance.					
12700	41210 - OVERTIME-REGULAR		1.00	9,388.00	9,388.00	*
	Overtime adjustment based on recent wage adjustments and additional 50 hours.				9,388.00	
12700	43100 - GENERAL SUPPLIES & MATERIALS		1.00	400.00	400.00	*
	Fleet office supplies				400.00	
12700	43220 - MOTOR FUELS - GASOLINE		1.00	19,900.00	19,900.00	*
	Gasoline - \$1.99 a gallon for 10,000 gallons.				19,900.00	
	Decrease by \$1500 due to lower cost.					
12700	43230 - MOTOR FUELS - DIESEL		1.00	83,650.00	83,650.00	*
	Diesel - \$2.39 per gallon up to 35,000 gallons				83,650.00	
	Increase by \$1750 due to lock in price					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12700 43420 - FLUIDS, LUBRICANTS & OTHER		1.00	15,000.00	15,000.00	15,000.00 *
Petroleum products, motor oil, hydraulic oil, grease and other non petroleum (synthetic) fluids, Increase due to 1000 gallons of DEF exhaust fluid @ \$2 per gallon and all synthetic oils usage inflation.					
12700 43430 - TIRES		1.00	20,000.00	20,000.00	20,000.00 *
Tires, tubes, and wheels for vehicles and equipment 10% increase on tires per vendors and increased fleet size.					
12700 43440 - STEEL		1.00	2,000.00	2,000.00	2,000.00 *
Steel for fabrication of parts.					
12700 43720 - CLOTHING		1.00	2,500.00	2,500.00	2,500.00 *
Uniform and safety boots, and personal protective equipment					
12700 45320 - VEHICLE MAINTENANCE SERVICES		1.00	130,000.00	130,000.00	130,000.00 *
Vehicle maintenance parts for all vehicles and equipment and fuel station repairs Increase by \$30,000 for additional preventative maintenance. More electronic repairs (all vehicles are now computer controlled) inflation on cost of parts, one time \$12,000 Complete cooling system repair on John Deere loader to extend life Increased fleet size.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
12700 45330 - OUTSIDE VEHICLE MAINTENANCE		1.00	35,000.00		35,000.00 *
Outside vehicle maintenance including diagnostic work, paint and body work, engine/transmission/suspension work, etc. Painting Public Works vehicles and equipment is part of the preventative maintenance program.					
12700 45400 - RENTALS		1.00	2,500.00		2,500.00 *
Rentals, oxygen and acetylene for torches, and shop rags.					
12700 46910 - TRAINING/CONFERENCES		1.00	1,000.00		1,000.00 *
Technical training for mechanics on electronics to be able to do more in house diagnostics and repair					
12700 47450 - TOOLS		1.00	12,000.00		12,000.00 *
Equipment and tools, replacing worn or broken tools, new specialty tools, upgrades for electrical diagnostics and software purchases for electronic diagnostics and repair. Increase due to \$2000 software upgrades yearly.					

TOTAL PWD VEH MAINTENANCE	523,943.00
TOTAL GENERAL FUND	523,943.00

GRAND TOTAL	523,943.00
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
12900	WASTE MANAGEMENT					
12900	44400 - PROFESSIONAL SERVICES					
			1.00	60,038.00		60,038.00 *
	Public awareness and education - \$2,000 Trash bags-13 gallon - \$0.166 x 172,500 = \$28,570 Trash bags -30 gallon - \$0.272 x 90,000 = \$24,468 Landfill mowing - \$1,000 Recycling bins - \$10x400 = \$4,000 Increase by \$3120 for 4% bag cost increase (place holder) 100 more recycle bins \$1000					
12900	45210 - WASTE DISPOSAL					200,000.00 *
			1.00	200,000.00		200,000.00
	Tipping Fees at Ecomaine for trash and contaminated recycling Increase by \$32,915 due to actual solid waste tonnage increased by 100 tons over last year and tipping fees up by \$2.50 per ton from \$70.50 to \$73.00 for 2468 tons. Contamination fees for recycling 358 tons at \$55 per ton averaging.					
12900	46990 - CONTRACTED SERVICES - OTHER					650,416.00 *
			1.00	650,416.00		650,416.00
	Silver bullets - \$19,000 Leaf and brush offsite drop off twice per year - \$10,000 Internal hazardous waste disposal \$3000 40-yrd roll off dumpster at Public Works for trash and bulky items picked up due to illegal dumping (4 pulls @ \$900 each) - \$3,600 Solid waste collection and transportation - \$304,443 Curbside Recycling collection					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

and transportation - \$320,020

VENDOR	QUANTITY	UNIT COST	2020	DEPT
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TOTAL WASTE MANAGEMENT			910,454.00	
TOTAL GENERAL FUND			910,454.00	

GRAND TOTAL			910,454.00	
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
22110 SEWER FUND					
22110 34280 - SEWER PLANT REVENUES		1.00	381,439.00	381,439.00 *	
Paid by sewer users - paid directly to the Portland Water District.					
22110 46960 - ASSESSMENT		1.00	381,439.00	381,439.00 *	
Portland Water District Assessment Calendar year 2019 6 months at \$30,564. 6 months at \$33,099 (8 % increase)					
22110 46990 - CONTRACTED SERVICES - OTHER					.00
TOTAL SEWER FUND				762,878.00	
TOTAL SEWER FUND				762,878.00	
GRAND TOTAL				762,878.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
13100	POLICE ADMINISTRATION					
13100	41110 - REGULAR FULL-TIME		1.00	1,849,288.00	1,849,288.00 *	
	Annual salaries and wages for 28 sworn positions and 2 administrative assistant positions. Includes all hourly differentials such as EMT; educational attainment; veterans of force stipends and holiday pay as required by the current bargaining agreement with the M.A.P. Also includes longevity bonuses for eligible non-union employees. (Contractural Holiday Pay \$77,337) (Longevity Bonus \$5,500) Also includes a new 29th sworn with a start date of 1/1/2020 as proposed in the strategic plan. A 30th sworn is proposed for 2021. (\$23,828 salary, \$14,325 cost of benefits reflected in 19100)					
13100	41210 - OVERTIME-REGULAR		1.00	239,500.00	239,500.00 *	
	Overtime - Regular. Holiday premium pay; vacation coverage; sick leave coverage; training coverage; compensatory time off coverage; overtime pay for urgent & time sensitive investigations, extreme/unplanned weather events, and special town event staffing costs (such as Summerfest, parades, elections, etc.); and canine home care.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
13100	41220 - COURT TIME		1.00	16,000.00		16,000.00 *
	Court Time. Attendance by off-duty sworn personnel at scheduled court system/BMV hearings/obligations. Contractually paid at 4 hour minimum. (This cost is minimally reimbursed by State of Maine).					16,000.00
13100	43100 - GENERAL SUPPLIES & MATERIALS		1.00	29,000.00		29,000.00 *
	Lethal and non-lethal equipment; training and safety supplies; photography and evidence gathering supplies; personal protective equipment for officers at hazardous scenes and when dealing with potential hazardous substances; printed materials and office supplies; canine team food and supplies. Projected account increase \$3,000.00 is for CID office work stations with planned renovation; replacement plan of first floor desk chairs; (The increase is balanced by a \$5,000.00 reduction in proposed 13100-47430 Other Equipment account.)					29,000.00
13100	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	2,000.00		2,000.00 *
	Criminal and traffic statutes (1 each per officer, revised annually) and Law Enforcement Officer Manuals (8 copies, last purchased, available edition - 2013 to 2016).					2,000.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
13100	43710 - POSTAGE		1.00	1,200.00		1,200.00 *
	Annual cost of postal correspondence, and shipping evidence certified or registered mail. Cost of shipping items obtained through the LESO program (federal awarding of equipment to local law enforcement at no item cost).					
13100	43720 - CLOTHING		1.00	33,000.00		33,000.00 *
	Uniform purchase (anticipated for possibly 3 positions as a result of retirement); uniform replacement; uniform cleaning costs; leather gear and related equipment; protective vests (five year life, estimated replacement of 4 in 2019/2020 cycle); and MCJA trainee BDU & associated clothing expenses.					
13100	44150 - CRIME LAB		1.00	9,507.00		9,507.00 *
	This cost was paid from a capital improvement account during prior years. This is the Town of Windham's share of the cost of the development, construction, and the equipping of a more advanced regional crime laboratory which is housed at Portland PD. Windham PD has access to the lab 24 hours a day, as needed. The financial commitment is the result of entering into an inter-local contractual agreement with seven other communities in the greater Portland area, and the county of Cumberland, in 2008. The payment break down is \$8,010.00 for facility structure costs, and \$1,497.00 per year for disposable supply costs.					

The projected reduction

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

(\$8,010.00, down from \$9,489.00 in previous years) reflects the conclusion of the ten year bond for the purchase of large scale technical equipment for the lab. There is a projected increase of supply costs of \$106.00 (7.59% of the total \$5400.00 increase for the projected next budget year for all lab member departments collectively).

VENDOR QUANTITY UNIT COST 2020 DEPT

13100	44400 - PROFESSIONAL SERVICES	1.00	15,000.00	15,000.00 *
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Laboratory Testing Costs for scheduled drugs & blood collected as criminal evidence; NAVSEA (night vision optics lease); hiring costs such as polygraph, psychological tests, pre-employment physicals, immunizations, credit checks & backgrounds for potential candidates; canine team veterinarian services; kennel and grooming services; annual testing of diving equipment; Watchguard Annual Licensing and Service Costs (for server & 10 units); CCDA Sharefile (Electronic Transmission of Digital Evidence); Interpretation services for language barrier situations; annual security card reader system maintenance agreement; Support for Trauma Intervention Program (TIP).

The projected account increase is to provide financial support \$2,000.00 for the Trauma Intervention Program, which provides an invaluable service to the Windham's Police & Fire Departments. TIP staff make themselves available 24/7/365 to provide emotional support for Windham residents who have just experienced a highly traumatic event. In

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
	recent history the town has supported TIP with a contribution from the social services dept.					
13100	45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	3,300.00	3,300.00 *	
	Repair and certification of radar sets.				3,300.00	
13100	46310 - ADVERTISING		1.00	1,400.00	1,400.00 *	
	Advertisements to recruit new personnel. Projected account increase is to produce more innovative recruitment materials.				1,400.00	
13100	46410 - TRAVEL EXPENSES		1.00	11,000.00	11,000.00 *	
	Mileage reimbursement for authorized use of personal vehicles for work related situations (\$0.58 / mile as of 1/2019); all travel-related expenses incurred during training and conference attendance; court related parking.				11,000.00	
13100	46910 - TRAINING/CONFERENCES		1.00	26,000.00	26,000.00 *	
	For attendance at professional development seminars; MCJA BLETP basic academy training (\$2500.00 per candidate); in-service training; contractual college tuition reimbursement (approximate average of \$499.00 a credit hour); and JPMA web-based mandatory training (\$1800.00).				26,000.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
13100 46920 - MEMBERSHIPS		1.00	2,100.00		2,100.00 *

Annual professional membership costs for both department affiliations such as NESPIN and the District 2 Training Council, and individual officer affiliations for administrative associations and various specialty assignment organizations, both essential for professional growth & networking. Also, an annual department membership with Amazon.com has allowed the department to make purchases of needed items at reduced prices.

The projected account increase (\$250.00) is to offset the rising cost of four, and the addition of two memberships.

13100 47410 - VEHICLES		3.00	33,333.00		99,999.00 *
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Replacement of two (2) Ford SUV police patrol vehicles, this includes the cost of the vehicle and lettering. Also as in 2019 /2020 we are asking for an unmarked and non-traditional police car for the investigations division. Expected life of this car would be 10 years.

Police Cruisers are essential tools to provide law enforcement services and providing a projected police presence in the community. Effective fleet management has allowed us to maintain a fleet of "primary" patrol vehicles that are in excellent mechanical shape and low mileage, therefore this year we will request only two patrol vehicles. We have been migrating away from reassigning old front line patrol cars to other line

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

VENDOR QUANTITY UNIT COST 2020 DEPT

level personnel. Recent examples would include the K-9 car and another unmarked car for the investigations division. Past experience has shown that new vehicles assigned to specialty positions tend to last 8-10 years. New vehicles tend to have warranties and breakdown less frequently thus reducing costs associated with maintenance. Costs associated with frequently removing and reinstalling equipment into older units are also eliminated

13100	47430 - OTHER EQUIPMENT & MACHINERY	1.00	30,000.00	30,000.00 *
				30,000.00

Equipment for new cruisers, including: light bars, sirens, consoles, protective crash bars, cruiser rear storage units, and prisoner transport rear seats; purchase/replacement of portable radios and mobile radios; computers; AED maintenance; radar & laser equipment purchase/replacement; new technology Bosch CDR vehicle download unit (cost -\$3800.00, our first unit operates on 17 year old technology, access to vehicle onboard computers will gradually be phased out with new manufactured vehicles going forward.)

The proposed reduction (\$5,000.00) reflects the expected lower cost of equipment to outfit newly purchased frontline cruisers, projected to be down from 3 to 2 units in capital proposal.

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2020	DEPT
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TOTAL POLICE ADMINISTRATION			2,368,294.00	
TOTAL GENERAL FUND			2,368,294.00	

GRAND TOTAL			2,368,294.00	
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
13400	COMMUNICATIONS				
13400	44400 - PROFESSIONAL SERVICES	1.00	18,900.00	18,900.00 *	18,900.00
	TLO (on line investigative tool); IACP NET; Susteen Software Annual Updates (cellphone download program); On Line Scheduling Program; Accident Reconstruction Software Annual Updates (increased from 3 to 4 programs with UAV acquisition); Netmotion (annual maintenance fee for remote data access through Cumberland County Communications); Taser Assurance Plan for 10 Tasers; All Traffic Solutions (Speed/Traffic Sign Software Updates); Norris Annual License (Door card access system); IACP Net. Projected account increase (\$1,000.00) is for the annual cost for the added # of Taser units (from 6 to 10) obtained through Taser 5 year lease/replacement program, and annual cost of the UAV program updates.				
13400	45330 - EQUIPMENT MAINTENANCE SERVICES	1.00	8,000.00	8,000.00 *	8,000.00
	Preventive maintenance and repair for mobile radios, portable radios and radio related equipment; closed circuit television monitors/cameras; digital cameras; UPS battery packs; maintenance of teletype switch; maintenance of business equipment such as copiers & scanners; maintenance of patch panel; computers; telephones; fax machines; and microwave systems.				

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
13400 46210 - TELEPHONE & DATA - LANDLINE		1.00	22,400.00		22,400.00 *
Costs for 14 lines; OIT (1 teletype circuit); 29 smartphones; 13 cradle points or Air Cards for remote data access. Projected account increase cost is for cradle point setup in command trailer (\$1,200.00) and conversion of 15 basic cell phones to smart phones (\$1,200.00).					
13400 46990 - CONTRACTED SERVICES - OTHER		1.00	370,452.00		370,452.00 *
Annual cost of contract for public safety dispatch services (Police and Fire/Rescue) from the Cumberland County Regional Communications Center. Cost per capita for fiscal year 2019/2020 will be \$21.79 for a population of 17,001.					
TOTAL COMMUNICATIONS					419,752.00
TOTAL GENERAL FUND					419,752.00
GRAND TOTAL					419,752.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
13500	ANIMAL CONTROL				
13500	41110 - REGULAR FULL-TIME	1.00	38,970.00	38,970.00 *	38,970.00
	Annual salary and wages for the Animal Control Officer. -3.6% decrease from 18/19 due to wage scale for newer employee.				
13500	41210 - OVERTIME-REGULAR	1.00	450.00	450.00 *	450.00
	Overtime as needed.				
13500	43100 - GENERAL SUPPLIES & MATERIALS	1.00	900.00	900.00 *	900.00
	Supplies; uniform; and equipment for the animal control officer. The projected increase (\$300.00) has been added to absorb the rising costs of specialty equipment used by the ACO, and replacement uniforms. (This has been offset by a projected reduction of \$300.00 for ACO overtime.)				
13500	44400 - PROFESSIONAL SERVICES	1.00	27,000.00	27,000.00 *	27,000.00
	Agreement with Animal Refuge League (\$24,311.44 - \$1.43 per capita for 2010 census # of 17,001); veterinary treatment costs of animals whose owner is unknown; outside ACO cost for emergency and vacation coverage.				
TOTAL ANIMAL CONTROL				67,320.00	
TOTAL GENERAL FUND				67,320.00	
GRAND TOTAL				67,320.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
13700	POL VEHICLE MAINTENANCE					
13700	41110 - REGULAR FULL-TIME		1.00	18,851.00		18,851.00 *
	Paid to Public Works vehicle maintenance staff for service to police vehicles.					18,851.00
13700	41210 - OVERTIME-REGULAR		1.00	500.00		500.00 *
	Paid to Public Works vehicle maintenance staff for service to patrol vehicles.					500.00
13700	43220 - MOTOR FUELS - GASOLINE		24,000.00	1.99		47,760.00 *
	43220 Motor Fuels- Gasoline Unleaded gasoline (22,060 gallon FY 16-17 and FY 17-18 was 24,298).					47,760.00
	Director Fortier stated that the lock in price is 1.99 and currently we are paying \$2.425 per gallon (Advised to budget \$2.10 per gallon). From 7/1/18 through 2/11/19, 15,431 gallons have been used which averages 69.69 gallons per day for the first 225 days of the fiscal year. Over the course of the first 177 days of the fiscal year an average of 56 gallons was used per day. This account is also used to purchase fuel for the motorcycle, trainings and conferences.					
13700	43420 - FLUIDS, LUBRICANTS & OTHER		1.00	3,700.00		3,700.00 *
	43420 Fluids, Lubricants & Other Petroleum products and other fluids used in maintaining public safety vehicles. This line has been zeroed out for a number of budget cycles, due in part that oils have been					3,700.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
purchased from the parts account.						
With the anticipated storage space and the specific oils and lubricants needed for the Ford Utilities; it is being requested to purchase the recommended fluids in bulk. We are now using OEM parts and fluids in order to meet the requirements for any warranty work performed by DPW mechanics. Head Mechanic Poree stated typically there is not much fluctuation in bulk pricing of oil and transmission fluid.						
13700	43430 - TIRES		52.00	153.00	7,956.00 *	
	Tires for public safety vehicles. Cruiser Tires currently \$142.55 plus a disposal fee of \$8.00 per tire. The tire costs fluctuate, and the vendor recommended budgeting a per tire cost of \$145. This fall, a command trailer was acquired through the LESO program. This and the DARE trailer may need tires.				7,956.00	
13700	45320 - VEHICLE MAINTENANCE SERVICES		1.00	16,500.00	16,500.00 *	
	This has commonly been called the parts account. Over the last three years, the Police Department has transitioned all of its front line PPVs into the Ford Police Interceptor Utility. Since this transition, the overall reviews from the patrol officers that use these on a daily basis have been very positive. All of the claimed and anticipated benefits from having more room for the officer, passengers, and equipment to being able to safely and successfully				16,500.00	

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

navigate the roads during some
 of the worst winter weather
 have been affirmed and
 surpassed.

Some of the overall general
 maintenance has decreased.
 This current year a more
 comprehensive maintenance plan
 has been implemented; to
 include tune-ups ahead of the
 Ford recommended Maintenance
 Schedule. Those recommended
 services only take into account
 the mileage on the vehicles and
 not for the engine idle time.
 We started to see frequent
 check engine lights and those
 were traced back to some of the
 routine maintenance needing to
 be completed ahead of schedule.
 The brakes on the Ford Utility
 are lasting longer. On the
 average the front brakes are
 being replaced at 40,000 miles
 in comparison to 16,000. The
 rear brakes are being replaced
 on the average at 80,000
 opposed to 30,000. Changes in
 vehicle technology and the
 ability to trouble shoot
 mechanical error codes and
 malfunctions have created
 challenges for the mechanics.
 Windham's public works
 mechanics have found with these
 challenges that there has been
 an increased need for outside
 dealership labor. This is in
 part due to the high costs of
 required diagnostic work, along
 with the release of the
 diagnostic equipment and
 programming that is not
 available from the manufacturer
 for two to three model years.

VENDOR	QUANTITY	UNIT COST	2020	DEPT
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
13700 45330 - OUTSIDE VEHICLE MAINTENANCE		1.00	13,000.00		13,000.00 *

Costs for work not able to be performed by Public Works or Police Department employees to include but not limited to: alignments, bodywork, insurance deductibles, and cruiser decontamination etc. Over the last year we have used dent removal companies as a means to fix damaged cruisers opposed to going to a body shop. These fixes have costs that ranged from \$150 - \$350 dollars. In one instance a dent removal company was able to remove dents for approximately 25% of the cost of an insurance claim and deductible. We have also been treating the undercarriages of vehicles which have an anticipated service life of 5-7 years.

TOTAL POL VEHICLE MAINTENANCE	108,267.00
TOTAL GENERAL FUND	108,267.00
GRAND TOTAL	108,267.00

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
14100	FIRE-RESCUE ADMINISTRATION				
14100	41110 - REGULAR FULL-TIME	1.00	712,679.00	712,679.00 *	712,679.00
	Annual salaries and wages for the Fire-Rescue Chief, two Deputy Chiefs, Administrative Assistant, eight full-time FF/Paramedics and two full-time FF/EMTs. The two full-time FF/EMTs have a projected start date of 1/1/2019.				
14100	41120 - REGULAR PART-TIME	1.00	712,652.00	712,652.00 *	712,652.00
	Compensation for call company employees. This line item decrease is due to funds being reallocated to the full-time FF/EMT positions requested in 14100-41110.				
14100	41130 - TRAINING COMPENSATION	1.00	74,586.00	74,586.00 *	74,586.00
	Training compensation for fire-rescue personnel.				
14100	41210 - OVERTIME-REGULAR	1.00	99,357.00	99,357.00 *	99,357.00
	Overtime compensation for eight paramedic and two new full-time FF/EMT staff.				
14100	43100 - GENERAL SUPPLIES & MATERIALS	1.00	7,900.00	7,900.00 *	7,900.00
	Office Supplies for the administration and the four stations as well as Fire Prevention Materials for annual visits to the schools. New this year is funding for Fire Prevention materials for the schools. In the past we have not specifically				

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

accounted for this purchase.
 With the increase in students
 and cost it was added this
 year.

VENDOR QUANTITY UNIT COST 2020 DEPT

14100	43340 - CHEMICALS				2,000.00 *
	Firefighting Foam	1.00	2,000.00		2,000.00
14100	43510 - MEDICAL SUPPLIES				45,390.00 *
	Medications	1.00	7,490.00		7,490.00
	- Epi Pen Adult				
	- Epi Pen Jr's				
	- MMC/Mercy med restock				
	Oxygen	1.00	2,160.00		2,160.00
	Non-invasive monitoring supplies	1.00	2,700.00		2,700.00
	Cleaning/Decontamination	1.00	800.00		800.00
	Consumables: Bandaging, IO's, IV Fluids, IV catheters, gloves	1.00	32,240.00		32,240.00
14100	43710 - POSTAGE				450.00 *
	Postage	1.00	450.00		450.00
14100	43720 - CLOTHING				15,940.00 *
	Uniforms and Clothing for on duty personnel to include full time, per-diem and call staff.	1.00	15,940.00		15,940.00
	Additional this year to cover new uniforms for the proposed new full time firefighter/EMT's				

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
14100	44400 - PROFESSIONAL SERVICES					82,480.00 *
	Contracted EMS billing with Medical Reimbursement Services at 7% of net collections.		1.00	44,520.00		44,520.00
	Fire-Police Annual Fuel Stipend		1.00	800.00		800.00
	Employee Physicals / Respiratory Protection Mandates		1.00	15,236.00		15,236.00
	EMS Service Medical Director and Maine EMS Licensing Fees		1.00	5,280.00		5,280.00
	Software/licensing agreements		1.00	16,644.00		16,644.00
14100	45330 - EQUIPMENT MAINTENANCE SERVICES					24,345.00 *
	Annual Ladder Testing - Aerials and Ground Ladders		1.00	2,850.00		2,850.00
	Radio & Minitor Repairs.		1.00	3,000.00		3,000.00
	Batteries		1.00	2,600.00		2,600.00
	Breathing air packs and breathing air compressor annual testing and repairs.		1.00	7,820.00		7,820.00
	Annual preventative maintenance on cardiac monitors/AEDs, stretchers/stair chairs, and extrication equipment.		1.00	7,200.00		7,200.00
	Annual Apparatus Pump Testing		1.00	875.00		875.00
14100	46210 - TELEPHONE & DATA - LANDLINE					11,570.00 *
	Fire Station Land Lines - Fairpoint Data Lines New Phone system configuration		1.00	2,950.00		2,950.00
	Cell Phones & Mobile Data Hot Spots		1.00	8,620.00		8,620.00
	7 - Cell Phone Lines					
	10 - Data Hot Spots					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
14100 46310 - ADVERTISING		1.00	400.00		400.00 *
Advertising for open positions and public safety fair.					
14100 46410 - TRAVEL EXPENSES		1.00	2,300.00		2,300.00 *
Travel expenses for attendance at outside training programs, meetings, conferences, etc.					
14100 46510 - PRINTING		1.00	400.00		400.00 *
Printing for carbon copy/specialty forms.					
14100 46910 - TRAINING/CONFERENCES		1.00	27,400.00		27,400.00 *
Registration for outside training programs and classes. Including but not limited to; firefighter 1&2, EMT classes, officer development, continuing education, and specialty trainings for all personnel. This year we are preparing to send two people to peer support training and have experienced an increase in cost for the Firefighter 1 & 2 program.					
14100 46920 - MEMBERSHIPS		1.00	3,525.00		3,525.00 *
Dues for memberships to professional organizations to include the fire chief's associations, National Fire Protection Association membership and code subscription. Reduction is due to eliminating some magazine subscriptions as a result of online content as well as using one shared login to NFPA instead of multiple subscriptions.					

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 Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

 ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
14100 47430 - OTHER EQUIPMENT & MACHINERY					72,598.00 *
Hose- Hand Lines and Appliances		1.00	1,000.00		1,000.00
Replacement of Expiring Air Bottles		6.00	890.00		5,340.00
Firefighting Protective Clothing Replacement		12.00	2,100.00		25,200.00
Bunker Pants and Bunker Coats		12.00	697.00		8,364.00
Helmets, Boots, Gloves, Hoods		1.00	500.00		500.00
Fire-Police Equipment		1.00	1,000.00		1,000.00
Firefighting Hand Tools		1.00	250.00		250.00
Forestry Tools		2.00	3,999.00		7,998.00
Battery Operated Ventilation Fan		1.00	1,500.00		1,500.00
Physical Fitness Equipment		2.00	1,535.00		3,070.00
Ventilation Saws		1.00	3,000.00		3,000.00
Replacement of damaged or lost equipment during the year.		1.00	.00		.00
Community AED - to add an AED per year in our public facilities.		11.00	712.00		7,832.00
Ballistic Vests		5.00	400.00		2,000.00
Replacement of Apparatus chain saws		4.00	756.00		3,024.00
Replace Multi Gas Meters		8.00	135.00		1,080.00
Replace 1.75" Firefighting Hose		8.00	180.00		1,440.00
Replace 2.5" Firefighting Hose.					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
14100 48210 - BAD DEBTS		1.00	107,100.00	107,100.00	107,100.00 *
Bad debt expense, offset to amounts uncollectible in revenue account # 1000-13122.					

TOTAL FIRE-RESCUE ADMINISTRATION	2,003,072.00
TOTAL GENERAL FUND	2,003,072.00

GRAND TOTAL	2,003,072.00
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
14200 FIRE-RESCUE SERVICES					
14200 45110 - WATER		1.00	103,747.00	103,747.00 *	103,747.00
Charges for 353 public fire hydrants and 4,014,667 (2015) inch-feet of distribution mains from the Portland Water District. The Portland Water District is pending approval from the Board of Trustees for a rate increase of 4.36% on public fire fees. This rate increase is set to take effect on May 1, 2019. The increase is reflected in this budget request.					
TOTAL FIRE-RESCUE SERVICES				103,747.00	
TOTAL GENERAL FUND				103,747.00	
GRAND TOTAL				103,747.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
14300	EMERGENCY MANAGEMENT				
14300	43100 - GENERAL SUPPLIES & MATERIALS				
		1.00	1,400.00		1,400.00 *
	Funding for operations and start-up supplies and materials to open an emergency shelter.				1,400.00
TOTAL EMERGENCY MANAGEMENT					1,400.00
TOTAL GENERAL FUND					1,400.00
GRAND TOTAL					1,400.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
14700	FIRE VEHICLE MAINTENANCE					
14700	41120 - REGULAR PART-TIME		1.00	2,000.00		2,000.00 *
	Compensation for fire-rescue apparatus maintenance.					2,000.00
14700	43220 - MOTOR FUELS - GASOLINE		10,200.00	1.99		20,298.00 *
	Unleaded for department vehicles to include the two primary ambulances. 10144.5 gallons consumed in calendar year 2018.					20,298.00
14700	43230 - MOTOR FUELS - DIESEL		5,100.00	2.39		12,189.00 *
	Diesel for department apparatus. 5,070 gallons consumed in calendar year 2018.					12,189.00
14700	43410 - PARTS		1.00	30,000.00		30,000.00 *
	Vehicle Maintenance Parts					30,000.00
14700	43420 - FLUIDS, LUBRICANTS & OTHER		1.00	2,500.00		2,500.00 *
	Covers grease, motor oil and other fluids for the mechanic.					2,500.00
14700	43430 - TIRES		1.00	7,000.00		7,000.00 *
	Tires for Fire-Rescue Fleet.					7,000.00
14700	44400 - PROFESSIONAL SERVICES		1.00	38,832.00		38,832.00 *
	Payments to Gorham for Windham's share of the apparatus mechanic. The two Town's share the mechanic's wages and benefits however, the Mechanic is an employee of Gorham.					38,832.00

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

Increase reflects an
 anticipated 2.5% COLA from
 Gorham.

VENDOR QUANTITY UNIT COST 2020 DEPT

14700	45320 - VEHICLE MAINTENANCE SERVICES	1.00	28,000.00	28,000.00 *
	This account covers repairs that the mechanic sends to outside service centers.			28,000.00
14700	45330 - EQUIPMENT MAINTENANCE SERVICES	1.00	5,000.00	5,000.00 *
	This account is used to cover electrical repairs and upgrades to department vehicles.			5,000.00
14700	47430 - OTHER EQUIPMENT & MACHINERY	1.00	2,500.00	2,500.00 *
	Specialized tools and equipment purchased on a cost-shared basis with Gorham.			2,500.00
14700	47450 - TOOLS	1.00	2,000.00	2,000.00 *
	Purchase of additional tools or replacement of broken tools. Cost-shared basis with Gorham.			2,000.00

TOTAL FIRE VEHICLE MAINTENANCE	150,319.00
TOTAL GENERAL FUND	150,319.00
GRAND TOTAL	150,319.00

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
15110	PARKS & RECREATION ADMIN					
15110	41110 - REGULAR FULL-TIME		1.00	165,630.00	165,630.00 *	165,630.00
	Annual salaries and wages for the Parks & Recreation Director, Recreation Coordinator and Administrative Assistant.					
15110	41120 - REGULAR PART-TIME		1.00	19,176.00	19,176.00 *	19,176.00
	Annual salaries and wages for one authorized 20-hour/week position - Recommend reclassifying this position from Recreation Programmer to Recreation Coordinator to allow for a second person managing coordinator duties					
	<ul style="list-style-type: none"> Growth in program offerings requires additional coordinator hours; programming hours being managed by part-time per diem staff members 					
	- From FY 2015- FY 2018:					
	- 142 more programs being offered annually (from 45 - 187)					
	- 1967 more individuals being served annually (from 645 - 2612)					
	- # of employee hours/week have increased from 155 - 188 (33 hrs./week)					
	- Program offerings and individuals served have increased by approximately 400%					
	- Peak staffing hours (non-seasonal) have increased by 11 %					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15110 41210 - OVERTIME-REGULAR		1.00	1,000.00		1,000.00 *
Overtime to cover events that may occur beyond normal business hours.					
15110 43100 - GENERAL SUPPLIES & MATERIALS		1.00	2,500.00		2,500.00 *
Office supplies during the year for the department					
15110 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	2,000.00		2,000.00 *
Books/Maps/Publications. Includes publication of department brochures 2x/year. Trail maps - updated to reflect additional trail development and changes to existing trails.					
15110 43710 - POSTAGE		1.00	550.00		550.00 *
Postage - Mailings of senior newsletters and year-round shared use of postage meter Increase of \$150 accounts for increased number of senior citizens on the mailing list and increase in postage rates					
15110 44400 - PROFESSIONAL SERVICES		1.00	4,190.00		4,590.00 *
MYRec annual subscription					
		1.00	400.00		400.00
Service contract for copier Anticipated overage charges for color copies					

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 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15110 46210 - TELEPHONE & DATA - LANDLINE		1.00	1,200.00		1,200.00 *
Landline and cell phone					1,200.00
15110 46310 - ADVERTISING		1.00	3,000.00		3,000.00 *
Advertising - Employment Ads for seasonal positions and other advertising for all programs and special events in local newspapers					3,000.00
15110 46410 - TRAVEL EXPENSES		1.00	1,600.00		1,600.00 *
Fuel, travel and meal expenses for staff to attend meetings, workshops and conferences					1,600.00
15110 46910 - TRAINING/CONFERENCES		1.00	2,500.00		2,500.00 *
Training administered by Maine Recreation & Parks Association, regional and national conferences for department staff.					2,500.00
15110 46920 - MEMBERSHIPS		1.00	600.00		600.00 *
Membership to Southern Maine Area Recreation Technicians (SMART), Maine Recreation and Parks Association (MRPA), National Parks and Recreation Association (NPRA) and AAA for department vehicles.					600.00
Increase in membership fees results in \$125.00 increase					
15110 46990 - CONTRACTED SERVICES - OTHER		1.00	1,000.00		1,000.00 *
Contracted services, custodial costs for use of school facilities for programs that are not supported by user fees					1,000.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

TOTAL PARKS & RECREATION ADMIN
 TOTAL GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2020	DEPT
			205,346.00	
			205,346.00	
GRAND TOTAL			205,346.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15210	PARKS & TRAILS				
15210	41110 - REGULAR FULL-TIME	1.00	37,857.00	37,857.00 *	37,857.00
	Annual salary and wages for the Parks Maintenance Foreman. This amount reflects our request to increase the position from 32 hrs./week to 40 hrs./week with anticipated opening of Community Park; Will also allow for additional services at our parks throughout the winter months; Grooming of sledding hills; Recommendation to keep Dundee Park open for winter months as another snowshoeing venue				
15210	41120 - REGULAR PART-TIME	1.00	83,975.00	83,975.00 *	83,975.00
	Includes Park Ranger (12 weeks) and Park Maintenance (13 weeks) for a total of \$13,000. Remaining \$70,975 is compensation for Dundee Park employees, which is paid from user fees.				
15210	41210 - OVERTIME-REGULAR				.00
15210	43100 - GENERAL SUPPLIES & MATERIALS	1.00	10,000.00	10,000.00 *	10,000.00
	Supplies and materials for all parks and trails, including Dundee Increase of \$1000.00 to accommodate rising product costs and increase in users				

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15210 43210 - ELECTRICITY		1.00	2,700.00		2,700.00 *
Electricity for Dundee and Manchester Courts/Skating Rink Increase of \$200.00 - projected increase in rate					
15210 43220 - MOTOR FUELS - GASOLINE		1.00	3,000.00		3,000.00 *
Vehicle Fuel for Department's pick up and mowing needs					
15210 44400 - PROFESSIONAL SERVICES		1.00	9,500.00		9,500.00 *
Professional services at all parks - Includes tick treatments at three locations, porta-toilets at three locations, treatment of parking lot at Dundee to reduce dust, tree work at Dundee \$3500.00 - Covers increased tick treatments for both spring and summer treatments; Addition of porta-potty at Manchester Ice Rink during winter season					
15210 45110 - WATER		1.00	1,000.00		1,000.00 *
Water Supply at Dundee and Manchester Skating Rink					
15210 45210 - WASTE DISPOSAL		1.00	350.00		350.00 *
Trash disposal services at Dundee					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15210 45310 - BUILDING MAINTENANCE SERVICES		1.00	5,000.00	5,000.00	5,000.00 *
Supplies and equipment for park buildings at Dundee and Lippman Park					
15210 45320 - VEHICLE MAINTENANCE SERVICES		1.00	2,000.00	2,000.00	2,000.00 *
Vehicle repairs for Department's pick up					
15210 45400 - RENTALS		1.00	500.00	500.00	500.00 *
15210 46210 - TELEPHONE & DATA - LANDLINE		1.00	850.00	850.00	850.00 *
Telephone - Dundee Phone and internet service					
TOTAL PARKS & TRAILS				156,732.00	
TOTAL GENERAL FUND				156,732.00	
GRAND TOTAL				156,732.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15330 SUMMERFEST					
15330 43100 - GENERAL SUPPLIES & MATERIALS		1.00	8,600.00		8,600.00 *
Town Contribution to Summerfest - \$8600 to cover cost of essential services: fireworks (\$3000); tent, table and chair rentals (\$1600); portable toilets (\$500); stage and sound system (\$3500); Sponsorships solicited by committee members will offset remaining cost of event Refer to 1000-24009 Summerfest Revolving account - This is a balance sheet account. Historically, it tracks revenues and contributions as well as expenditures. This account was established in order to be able to carry forward any remaining funds at end of fiscal year into the new fiscal year.					
TOTAL SUMMERFEST					8,600.00
TOTAL GENERAL FUND					8,600.00
GRAND TOTAL					8,600.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:

RECREATION PROGRAM FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
22120	RECREATION PROGRAM FUND					
22120	34360 - REC PROGRAM REVENUE		1.00	280,000.00	280,000.00 *	-280,000.00
	Recreation Fees -					
	Pay as you go programs - FY 20					
	FY 15 -174,769.					
	FY 16 -105,851.					
	FY 17 - 147,397.					
	FY 18 - 247,174.					
22120	34361 - REC PROGRAM REVENUE REFUNDS				.00	
22120	41120 - REGULAR PART-TIME		1.00	115,750.00	115,750.00 *	115,750.00
	Recreation Programming Fees					
	cover wages.					
	(Accounts for minimum wage					
	increase from \$10 to \$11.00					
	and \$11 to \$12 in January					
	2020)					
	• Per Diem Van					
	Drivers/ Gym					
	Supervisors/Programmers					
	o \$7500.00					
	o Current Salary Range -					
	\$11.50 - \$12.35					
	o Approximately 12-15					
	hours/week throughout the					
	year					
	o Covered by user fees					
	• Summer Camp Staff					
	o \$103,250					
	o Current Salary Range -					
	\$11.00-\$15.80					
	o Hours/week range from					
	24-40; occasionally above 40					
	for Camp Directors and					
	Assistant Directors					
	o Covered by user fees					
	• Summer Track Program					
	o \$5000.00					
	o Current Salary Range -					
	\$11.20- \$14.00					
	o Approximately 10 hours/week					
	o Covered by user fees					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:

RECREATION PROGRAM FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
22120 42220 - PAYROLL TAX		1.00	13,149.00		13,149.00 *
FICA/Medicare and Workers Comp - wage driven benefits for recreation programming.					
22120 43100 - DAY CAMP SUPPLIES		1.00	6,500.00		6,500.00 *
All equipment, arts and craft supplies, t-shirts for day camp programs. \$1500 increase supports continued increase in program participation each year					
22120 43101 - SUPPLIES - OTHER		1.00	7,000.00		7,000.00 *
Supplies and materials for all other programs (not Day Camp).					
22120 43220 - MOTOR FUELS - GASOLINE		1.00	3,000.00		3,000.00 *
Vehicle fuel, yearly anticipated use and amount necessary for the Recreation Van and Bus, and the Bus shared with Social Services .					
22120 44400 - PROFESSIONAL SERVICES		1.00	4,500.00		4,500.00 *
Credit card assignment fees for in-office use of credit card and on-line registration system: This account reflects both the credit card fees that are paid by people using their credit card when they come into the office (this fee gets absorbed) and for those people using their credit card when registering on-line through the registration software (this fee gets passed onto the customer).					

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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:

RECREATION PROGRAM FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
22120 45320 - VEHICLE MAINTENANCE SERVICES		1.00	3,000.00		3,000.00 *
Vehicle maintenance, typical and annual maintenance check for (3) Vans. Includes 1/2 maintenance on shared vehicle with SS.					
22120 46989 - CONTRACTED SERVICES - DAY CAMP		1.00	35,000.00		35,000.00 *
Includes field trip and enrichment program fees (i.e. SJC for swim lessons, contracted vendors for special events) Supports growth in programs; offset by user fees					
22120 46990 - CONTRACTED SERVICES - OTHER		1.00	45,000.00		45,000.00 *
Contracted services for all programs and services. Supported by user fees					
22120 46991 - COMMUNITY EVENTS		1.00	10,000.00		10,000.00 *
Community special events - all expenses for special events during the year that are provided to the community free of charge Anticipate increased costs incurred, as these events continue to grow in size each year					
22120 46992 - SENIOR PROGRAMMING		1.00	7,000.00		7,000.00 *
Senior programs - all expenses for the senior programs during the year.					

TOTAL RECREATION PROGRAM FUND
TOTAL RECREATION PROGRAM FUND

529,899.00
529,899.00

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 RECREATION PROGRAM FUND

VENDOR	QUANTITY	UNIT COST	2020	DEPT
GRAND TOTAL			529,899.00	

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
15500	PUBLIC LIBRARY					
15500	41110 - REGULAR FULL-TIME		1.00	361,105.00	361,105.00 *	361,105.00
	Annual salaries and wages for the Library Director, Technology Services-Reference Librarian, Technical Services Librarian, Children's Librarian, Children's Room Coordinator, Circulation Supervisor and a requested full-time Teen Services/Emerging Technology Librarian. This line item reflects a request to increase the hours of the approved 25/hrs./week (NU-8 scaled) Teen Services Coordinator to a full-time Teen Services/Emerging Technology Librarian (NU-10).					
15500	41120 - REGULAR PART-TIME		1.00	70,684.00	70,684.00 *	70,684.00
	Annual salaries and wages for five part-time positions and 10 substitute hours per week.					
15500	41210 - OVERTIME-REGULAR		1.00	500.00	500.00 *	500.00
	This line will cover staff time when visiting the library to empty the book drop on holidays. We have made the time spent at the library as efficient as possible but require a few hours throughout the year for staff to work on the holidays. Without this time spent, our book drop would overflow and the door to it would be blocked from opening. Also, the work the next day the library is open would be overwhelming. Allowing the book drop to be emptied on a holiday is necessary for our operations.					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15500 43100 - GENERAL SUPPLIES & MATERIALS		1.00	4,500.00	4,500.00	4,500.00 *
General office supplies, specialized library supplies, paper for copier and printers.					
15500 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	29,500.00	29,500.00	29,500.00 *
Print books and periodicals for the Children's, Teen, and Adult Collections.					
15500 43620 - NON-PRINTED MATERIALS		1.00	18,500.00	18,500.00	18,500.00 *
Movies, music, ebooks, eaudiobooks, and CD audiobooks for the Children's, Teen, and Adult Collections.					
15500 43710 - POSTAGE		1.00	1,200.00	1,200.00	1,200.00 *
Library postage costs for mailing notices and packages.					
15500 44400 - PROFESSIONAL SERVICES		1.00	12,700.00	12,700.00	12,700.00 *
Funds for yearly library software contracts and Interlibrary Loan statewide van delivery as well as the contract fees for digital services and the time and print management system maintenance fee.					
\$525 increase covers contract fee increases for services covered in this line.					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15500 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	1,200.00		1,200.00 *
Fees for contracts to maintain copiers and printers, including toner.					
15500 46210 - TELEPHONE & DATA - LANDLINE		1.00	2,500.00		2,500.00 *
Regular telephone lines, a fax line, 2 emergency response phones, and equipment and service for Library Director's cell phone.					
15500 46410 - TRAVEL EXPENSES		1.00	4,500.00		4,500.00 *
Routine reimbursement for travel and meals at seminars, conferences and mandatory meetings for the Minerva consortium 12x/year as well as mileage reimbursement for library staff who take library services to daycares, nursing homes and senior living facilities.					
15500 46510 - PRINTING		1.00	1,200.00		1,200.00 *
Printing of patron cards, signage, and business cards.					
15500 46910 - TRAINING/CONFERENCES		1.00	2,000.00		2,000.00 *
Covers registration fees for American Library Association Conferences (ALA) and registrations for staff members to attend Maine Library Association (MLA) and/or New England Library Association Conferences (NELA) as well as other professional workshops or seminars that benefit library service.					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
15500 46920 - MEMBERSHIPS		1.00	600.00		600.00 *
Fees for the American Library Association (ALA), Public Library Association (PLA), state & regional associations. Last year our organizational membership to Maine Library Association increased. Additional \$100 in this line covers the membership cost increase.					
15500 46990 - PROGRAMMING		1.00	1,500.00		1,500.00 *
Expenses and supplies for library programs. \$500 increase covers numerous additional program offerings for Children, anticipated Teen, and Adult programs.					
15500 47430 - OTHER EQUIPMENT & MACHINERY		1.00	8,000.00		8,000.00 *
Computer equipment, library shelving, storage and miscellaneous library equipment and furniture. The library has 29 computers, including public access computers, catalog stations, circulation stations, and staff computers. This line item reflects replacement of equipment as needed.					

TOTAL PUBLIC LIBRARY	520,189.00
TOTAL GENERAL FUND	520,189.00

GRAND TOTAL	520,189.00
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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
16110	CODE ENFORCEMENT					
16110	41110 - REGULAR FULL-TIME		1.00	290,849.00	290,849.00 *	
	Annual salaries and wages for the Code Enforcement & Zoning Administration Director, two Code Enforcement Officers, Zoning & Code Enforcement Coordinator and Administrative Assistant.				290,849.00	
16110	41120 - REGULAR PART-TIME				.00	
16110	41210 - OVERTIME-REGULAR				.00	
16110	43100 - GENERAL SUPPLIES & MATERIALS		1.00	2,700.00	2,700.00 *	
	General office and supplies.				2,700.00	
16110	43220 - MOTOR FUELS - GASOLINE		1,000.00	1.99	1,990.00 *	
	Estimated use of 1000 gallons increased to 1.99 per gallon				1,990.00	
16110	43610 - BOOKS,MAPS,PUBLICATIONS		1.00	1,000.00	1,000.00 *	
	Publications and code books 2015 MUBEC Code for tablets and laptops				1,000.00	
16110	43710 - POSTAGE		1.00	1,500.00	1,500.00 *	
	General correspondence, public hearing, committees, notifications to abutters, and ZBA notifications.				1,500.00	
16110	44400 - PROFESSIONAL SERVICES		1.00	14,000.00	15,000.00 *	
	This item has increased due to anticipated MY Gov increases in software contract expenses.				14,000.00	
	Drone Flights Hyland Lake Council requested		1.00	1,000.00	1,000.00	

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 Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

 ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
16110 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	200.00		200.00 *
Annual server printer maintenance and parts, shared with Planning Department, Assessing, and WEDC					
16110 46210 - TELEPHONE & DATA - LANDLINE		1.00	4,017.00		4,017.00 *
Office and cellular phone.					
16110 46310 - ADVERTISING		1.00	1,500.00		1,500.00 *
Legal advertisements for Appeals Board					
16110 46410 - TRAVEL EXPENSES		1.00	2,000.00		2,000.00 *
Travel/lodging/meals - seminars/conferences					
16110 46510 - PRINTING		1.00	400.00		400.00 *
Business cards, stop work orders, etc... Staff increase					
16110 46520 - COPY SERVICES		1.00	900.00		900.00 *
Copy Services estimated at \$225.00 quarterly, (shared with the Planning Department, Assessing and WEDC). Copier service contract, paper and copy supplies shared equally by Code Enforcement, Assessing, Planning, and Economic Development.					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
16110 46910 - TRAINING/CONFERENCES		1.00	3,500.00		3,500.00 *
Required education and training to maintain certifications					
16110 46920 - MEMBERSHIPS		1.00	450.00		450.00 *
Professional memberships MBOIA (\$35 each) 5 @ \$35 increase - 1 member ICC (\$150) Master Electrician (\$150) new code officer					
16110 47430 - OTHER EQUIPMENT & MACHINERY		1.00	3,000.00		3,000.00 *
Equipment needed to perform inspections, safety equipment, inspection tools, etc...					

TOTAL CODE ENFORCEMENT	329,006.00
TOTAL GENERAL FUND	329,006.00

GRAND TOTAL	329,006.00
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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
16510 ASSESSING					
16510 41110 - REGULAR FULL-TIME		1.00	295,580.00	295,580.00 *	295,580.00
Annual salaries and wages for the Assessor, Assessor's Assistant, two Appraisers and one Administrative Assistant.					
16510 41210 - OVERTIME-REGULAR					.00
16510 43100 - GENERAL SUPPLIES & MATERIALS		1.00	2,200.00	2,200.00 *	2,200.00
Estimate of all office supplies and paper.					
16510 43220 - MOTOR FUELS - GASOLINE		1.00	1,150.00	1,150.00 *	1,150.00
Fuel for Assessing vehicles.					
16510 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	3,180.00	3,780.00 *	3,180.00
Recorded Deeds @ \$1 per page. Increase of \$200 to cover the anticipated cost increase from the Cumberland County Registry of Deeds due to the increased number of Windham deeds being processed.					
Valuation & Commitment Book binding costs. The printing of this data is required by State statute.					
Course books, publications and updates to tax law books. Increase \$80 or 67% to cover the anticipated cost of course books, publications and annual updates to tax law books.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
16510 43710 - POSTAGE		1.00	1,500.00		1,500.00 *
<p>A reduction of \$1,500 or -50% to reflect an amount closer to funds expended in prior years. Regular mailings include Homestead Exemption Applications and Personal Property mailings. Homestead Exemption Applications mailed to new property owners; Personal Property mailings as required under Maine law Title 36, M.R.S.A. ss 706A.</p>					
16510 44400 - PROFESSIONAL SERVICES		1.00	25,000.00		25,000.00 *
<p>Consultant services to cover special circumstances such as complex commercial abatement challenges and special programing for assessing software. In the past three years there have been many commercial abatement applications that had the potential to be challenged at the State Board level. Such abatements would require the hiring of a commercial appraiser and an expert witness to defend the Assessor's assessed value. To date there is one pending abatement application.</p> <p>This account also covers expenses that may be incurred to hire a consultant to assist the assessor in making pricing adjustments within the assessing software program.</p>					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
16510 45330 - EQUIPMENT MAINTENANCE SERVICES					31,283.00 *
Estimated photocopier share. No increase.		1.00	1,175.00		1,175.00
No increases anticipated.					
Vision web hosting for public access. A contract increase of \$83 or 3.02%.		1.00	2,833.00		2,833.00
Web hosting for public access to assessment data.					
Vision Appraisal Software (11-20 users) - CAMA software maintenance. No increase.		1.00	8,775.00		8,775.00
Software maintenance agreement for assessing CAMA program. This software is used by Assessing, Code Enforcement, Planning, Tax Collection and the Town Manager's Executive Assistant.					
Vision Appraisal software update and cloud hosting. An increase of \$3,500 or 23%.		1.00	18,500.00		18,500.00
In the fall of 2019 the assessing software program, Vision Appraisal, will need to be updated due to the end of life of the Sequel operating system. \$15,000 is needed to fulfill the installation and conversion contract plus a prorated amount of \$3,500 for cloud hosting through June 30, 2020.					
On the advice of our IT Manager Brett Burwell, we have decided to pay Vision to cloud host the Town's assessment data. This approach secures the data and eliminates the expense of the Town purchasing a new server, server replacement over time and licensing expenses.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
16510	46210 - TELEPHONE & DATA - LANDLINE					
	Office (\$45/month x 12 months). No change. Fairpoint Data line - new configuration		1.00	805.00		3,240.00 * 805.00
	Cell phone (\$203/month). No change. Assessing Office cell phone expense for two field appraisers and the assessor. Mobile Broadband connection for Ipad used in field work.		1.00	2,435.00		2,435.00
16510	46310 - ADVERTISING					
	Advertising expenses for up to 10 Board of Assessment Review meetings. Advertising expenses for up to 10 Board of Assessment Review meetings.		1.00	2,000.00		2,000.00 * 2,000.00
16510	46410 - TRAVEL EXPENSES					
	2,000 Miles with personal vehicles to attend conferences and classes. Reduced by \$90 or -8.26%. The assigned Assessing vehicles are not used for travel outside of the Town of Windham due to confidence in the safety of the vehicles.		1.00	1,000.00		2,650.00 * 1,000.00
	Meals and tolls for travel to various functions and classes. No change. Meals and tolls for travel to various functions and classes.		1.00	500.00		500.00
			1.00	1,150.00		1,150.00

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 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
International Association of Assessing Officials (IAAO) annual conference attendance; Vision Appraisal Software annual conference attendance. No change.					
16510 46510 - PRINTING					
Print Services for tax map copies. No change.		1.00	500.00		500.00 *
Print Services for tax map copies.					500.00
16510 46910 - TRAINING/CONFERENCES					
Accommodations - annual State Property Tax School for two staff members. No change.		1.00	650.00		2,505.00 *
These funds were not fully expended last year due to time restrictions imposed by the town-wide valuation update.					650.00
Maine Association of Assessing Officials (MAAO) Tax School registration for three staff. No change.		1.00	180.00		180.00
Maine Association of Assessing Officials (MAAO) Tax School registration for three staff. Annual tax school provides an opportunity for advanced assessor training to meet the Certified Maine Assessor (CMA and CMA-II) designation education credit requirements.					
Attendance at International Association of Assessing Officials (IAAO) training meetings. No change.		1.00	1,100.00		1,100.00
International Association of Assessing Officials (IAAO) training meetings provide an					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
opportunity for assessment training and networking with assessors throughout the State.		1.00	575.00		575.00
International Association of Assessing Officials (IAAO) annual conference registration. No change.					
International Association of Assessing Officials (IAAO) training meetings provide an opportunity for assessment training and networking with assessors throughout the State.					
16510 46920 - MEMBERSHIPS		1.00	255.00		475.00 * 255.00
International Association of Assessing Officials (IAAO) Memberships. No change. Membership provides benefits for reduced online training, publication purchases and course attendance costs.		4.00	25.00		100.00
Maine Association of Assessing Officers (MAAO) 4 CMA memberships. No change. Membership provides benefits for reduced course attendance costs and connections within the assessing community.		4.00	30.00		120.00
Maine Chapter International Association of Assessing Officials (IAAO 4 CMA Memberships). No change. Membership provides benefits for reduced course attendance costs and connections within the assessing community.					
TOTAL ASSESSING				371,863.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

TOTAL GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2020	DEPT
			371,863.00	
GRAND TOTAL			371,863.00	

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
16520	GEOGRAPHIC INFORMATION SYTEMS					
16520	41120 - REGULAR PART-TIME		1.00	6,000.00		6,000.00 *
	Eleven week student internship. While I would like to continue funding the GIS internship to update stormwater data I believe the town is quickly becoming a community large enough to justify redistributing some of this funding to permanent additional GIS personnel . Under my direction Taylor Burns of this office has expressed an interest and demonstrated skill in GIS mapping. I propose that some of this funding be directed to compensate Taylor for taking on the added responsibility of some year round GIS project requests that an intern would not be available for.					
16520	43100 - GENERAL SUPPLIES & MATERIALS		1.00	3,500.00		3,500.00 *
	Plotter paper, ink cartridges, printhead and maintenance cartridge replacement. No change. Office supply costs may be incurred in the process of providing projects to Town departments and to the public. This expense is partially offset by fees. Unanticipated GIS software purchases, i.e. Brian Stetson ArcEngine license and ArcGIS Desktop license for Gretchen Anderson. Unanticipated expenses due to aging plotter maintenance.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
16520 43610 - BOOKS,MAPS,PUBLICATIONS		1.00	500.00		500.00 *
Cost associated with acquiring data layers and printed GIS publications as needed. No change. Cost associated with acquiring data layers and printed GIS publications as needed.					
16520 44400 - PROFESSIONAL SERVICES		1.00	4,000.00		4,000.00 *
Project assistance as needed. No change. \$4,000 is the amount budgeted every year but rarely used. I have always solved project issues myself, however, I now find that I may need assistance due to time constraints. Sebago Technics has quoted \$2,000 to create the presentation version of the tax maps next year. I would continue to do all line work and splits in AutoCAD. The additional \$2,000 may be needed to cover anticipated software integration issues.					
16520 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	5,243.00		5,243.00 *
AutoCAD License -\$555 ESRI Licenses - \$4,132 Vision GIS Support - \$556 An increase of \$458 or 9.57% The increase represents a reduction in the AutoCAD licensing as we have migrated to a subscription service and an increase for the inclusion of Vision GIS support.					

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

16520 46910 - TRAINING/CONFERENCES

VENDOR	QUANTITY	UNIT COST	2020	DEPT
	1.00	1,200.00		1,200.00 *

Training for principal users of
 the GIS system and attendance
 at the Maine GIS Users Group
 (MEGUG) meetings. Two MEGUG
 memberships. No change.

These funds have not be
 accessed since I became
 Assessor, however, we do have
 an employee, Taylor Burns,
 who is interested in learning
 more about GIS and hopes to
 use these funds for classes
 next year.

TOTAL GEOGRAPHIC INFORMATION SYTEMS
 TOTAL GENERAL FUND

20,443.00
 20,443.00

GRAND TOTAL

20,443.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
17110	PLANNING SERVICES				
17110	41110 - REGULAR FULL-TIME	1.00	277,909.00	277,909.00 *	277,909.00
	Annual salaries and wages for the Planning Director, Planner, Engineer and Administrative Assistant.				
17110	41210 - OVERTIME - REGULAR			.00	
17110	43100 - GENERAL SUPPLIES & MATERIALS	1.00	1,500.00	1,500.00 *	1,500.00
	General office supplies, contributions to shared costs related to color printer and plotter supplies.				
17110	43220 - MOTOR FUELS - GASOLINE	1.00	150.00	150.00 *	150.00
	Fuel for the departmental use of Town vehicles				
17110	43610 - BOOKS,MAPS,PUBLICATIONS	1.00	600.00	600.00 *	600.00
	Purchase of planning reference books for staff and planning board members. Examples include: Journal of the American Planning Association, Planner's Advisory Service Publications - these are topic specific reference materials that assist in the completion of planning studies, ordinance amendments, and other related projects, Zoning Practice, Reference books for projects such impact fees, project management, and parking standards				

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
17110 43710 - POSTAGE		1.00	1,200.00		1,200.00 *
Mailing of letters and documents,, mailing of abutters' notices as part of the Planning Board review process, zoning change requests or planning projects.					
17110 44400 - PROFESSIONAL SERVICES		1.00	40,000.00		97,500.00 *
These funds are used to hire consulting professionals that have technical skills or expertise beyond in-house staff or to add capacity beyond the full time staff level. Staff anticipates \$10,000 for general services related to engineering, design, ordinance assistance, materials testing, etc. and \$30,000 to help implement 21st Century Plan items. This could take the form of final engineering design of Route 302 improvements, smaller studies like signal design or updating traffic numbers or the form of additional design/ordinance assistance with a Character Based Code.					
Funding for CCSWCD support contract for HLLT (50/50 with Town of Falmouth).		1.00	27,500.00		27,500.00
Additional funding in support of watershed protection and improvement work, other than watershed protection grant fund or CCSWCD contract supporting HLLT. Funds may also pay for professional services to support the Natural Resources Committee to implement Council goal of developing an Environmental Plan.		1.00	30,000.00		30,000.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
17110 45330 - EQUIPMENT MAINTENANCE SERVICES		1.00	500.00		500.00 *
Annual printer maintenance and parts (Fixed Cost, shared with Assessing and Code Enforcement Departments).					
17110 46210 - TELEPHONE & DATA - LANDLINE		1.00	2,100.00		2,100.00 *
Land lines (Fixed Cost, shared with Assessing and Code Enforcement Departments) & supplies cellular phone service for Director and Planner & Engineer					
17110 46310 - ADVERTISING		1.00	7,500.00		7,500.00 *
Legal advertisements for Planning Board meetings & notices for public announcements or community meetings in local papers					
17110 46410 - TRAVEL EXPENSES		1.00	3,000.00		3,000.00 *
Travel expenses related to attendance and workshops, conferences, and meetings, including national conferences and/or regional meetings.					
17110 46510 - PRINTING		1.00	1,000.00		1,000.00 *
Outsourced print jobs that cannot be done in-house, including the production of planning documents, business cards, signage					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
17110 46520 - COPY SERVICES		1.00	500.00		500.00 *
Shared contract with Assessing and Code Enforcement. Money is deducted by the Town Manager's Office based on the amount of photocopies made on the Code, Assessing and Planning printer/photocopier. This is for the routine printing and copying needs of the Department.					
17110 46910 - TRAINING/CONFERENCES		1.00	3,000.00		3,000.00 *
Registration for various workshops, including American Planning Association (APA) National Conference, state conferences, computer training. Additional local conferences include APA Chapter Conference, specialized training sessions on such topics as stormwater management, development review, and specific planning topics.					
17110 46920 - MEMBERSHIPS		1.00	1,800.00		1,800.00 *
Dues for professional associations, APA (National & Chapter), American Institute of Certified Planners (AICP), Maine Association of Planners (MAP), as well as National Society of Professional Engineers, American Society of Civil Engineers.					
17110 47430 - OTHER EQUIPMENT & MACHINERY		1.00	700.00		700.00 *
This line is for equipment used by the department that are not supplies or books. In the past, money from line has been used for the purchase of items as the need arises, such as a letter folder, dictation equipment or a new office chair.					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2020	DEPT
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TOTAL PLANNING SERVICES			398,959.00	
TOTAL GENERAL FUND			398,959.00	

GRAND TOTAL			398,959.00	
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
17120	COMPREHENSIVE PLANNING				
17120	44400 - PROFESSIONAL SERVICES	1.00	.00		.00
<p>These funds will pay for professional services related to high priority goal from the Comprehensive Plan Update adopted in June 2017. FY20 task anticipated to be a District Plan South Windham, included in Council approved LRPC work plan. No funds requested in FY20 - continue to carry forward this account from FY19.</p>					
TOTAL COMPREHENSIVE PLANNING					.00
TOTAL GENERAL FUND					.00
GRAND TOTAL					.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
17210	WEDC					
17210	41110 - REGULAR FULL-TIME					.00
17210	43100 - GENERAL SUPPLIES & MATERIALS					.00
17210	43220 - MOTOR FUELS - GASOLINE					.00
17210	43610 - BOOKS,MAPS,PUBLICATIONS					.00
17210	43710 - POSTAGE					.00
17210	44400 - PROFESSIONAL SERVICES					.00
17210	46210 - TELEPHONE & DATA - LANDLINE					.00
17210	46310 - ADVERTISING					.00
17210	46410 - TRAVEL EXPENSES					.00
17210	46510 - PRINTING					.00
17210	46520 - COPY SERVICES					.00
17210	46910 - TRAINING/CONFERENCES					.00
17210	46920 - MEMBERSHIPS					.00
17210	46930 - CONTRIBUTIONS TO AGENCIES					211,900.00 *
	WEDC allocation from Town		1.00	211,900.00		211,900.00
17210	46999 - WEDC BILLING OFFSET					.00
17210	47430 - OTHER EQUIPMENT & MACHINERY					.00
TOTAL WEDC						211,900.00
TOTAL GENERAL FUND						211,900.00
GRAND TOTAL						211,900.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
18100 SOCIAL SERVICES					
18100 41110 - REGULAR FULL-TIME		1.00	101,863.00	101,863.00 *	101,863.00
Annual salaries and wages for the General Assistance Administrator and the Administrative Assistant.					
18100 43100 - GENERAL SUPPLIES & MATERIALS		1.00	1,000.00	1,000.00 *	1,000.00
Supplies and Materials to include one freezer chest to replace a failing freezer.					
18100 43220 - MOTOR FUELS - GASOLINE		1.00	500.00	500.00 *	500.00
233 gallons of gasoline for 14 passenger mini-bus.					
18100 43710 - POSTAGE		1.00	200.00	200.00 *	200.00
Postage for Thank You notes to donors of the Food Pantry.					
18100 46210 - TELEPHONE & DATA - LANDLINE		1.00	700.00	700.00 *	700.00
Land line phone and reimbursement to G.A. Administrator for his phone (\$15/month)					
18100 46410 - TRAVEL EXPENSES		1.00	400.00	400.00 *	400.00
Mileage reimbursement for travel to trainings/conferences held throughout the state. Anticipate additional training classes.					

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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
18100 46910 - TRAINING/CONFERENCES		1.00	375.00		375.00 *
Advanced G.A. Training, Maine Welfare Director's Association Conference for two staff members.					
18100 46920 - MEMBERSHIPS		1.00	210.00		210.00 *
Annual memberships to the MWDA (\$40 x 2); Good Shepherd Food Pantry (\$30); and Wayside Food Pantry (\$100).					
18100 46940 - GENERAL ASSISTANCE		1.00	30,000.00		30,000.00 *
Direct General Assistance reimbursed at 70% from the State of Maine (see revenue account 1000-3310) Requests for assistance are increasing and are anticipated to increase in FY20.					
18100 46950 - SCHOLARSHIPS		1.00	12,000.00		12,000.00 *
Assistance for attendance at Parks and Recreation Summer Day Camp and other enrichment programs throughout the year.					
TOTAL SOCIAL SERVICES					147,248.00
TOTAL GENERAL FUND					147,248.00
GRAND TOTAL					147,248.00

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
18200	SOCIAL SERVICES	AGENCY FUNDIN				
18200	46930 - CONTRIBUTIONS TO AGENCIES					25,125.00 *
	Human Services Advisory Committee's recommendation to council for social service agency funding.		1.00			.00
	HSAC Award: Food & Fellowship, Inc. (Monday Meals)		1.00	1,200.00		1,200.00
	HSAC Award: Lake Region Senior Service, Inc.		1.00	625.00		625.00
	HSAC Award: Maine Health Care at Home		1.00	500.00		500.00
	HSAC Award: Regional Transportation Program		1.00	1,000.00		1,000.00
	HSAC Award: Northern Light Home Care & Hospice (formerly VNA Home Health Care)		1.00	500.00		500.00
	HSAC Award: Sexual Assault Response Services of Southern Maine (SARSSM)		1.00	2,000.00		2,000.00
	HSAC Award: Southern Maine Area Agency on Aging		1.00	4,500.00		4,500.00
	HSAC Award: The LifeFlight Foundation		1.00	2,000.00		2,000.00
	HSAC Award: The Opportunity Alliance		1.00	5,500.00		5,500.00
	HSAC Award: Through These Doors (formerly Family Crisis Services)		1.00	1,200.00		1,200.00
	HSAC Award: Windham Medical Loan Closet		1.00	600.00		600.00
	HSAC Award: Windham Neighbors Helping Neighbors		1.00	3,000.00		3,000.00
	HSAC Award: Woodfords Family Services		1.00	500.00		500.00
	HSAC Award: American Red Cross		1.00	.00		.00

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
No application FY20.		1.00	.00		.00
HSAC Award: Center for Therapeutic Recreation No application.		1.00	.00		.00
HSAC Award: Maine Behavioral Healthcare (TIP) Now jointly funded through PD & FD budget requests.		1.00	2,000.00		2,000.00
HSAC - Day One					

TOTAL SOCIAL SERVICES AGENCY FUNDIN	25,125.00
TOTAL GENERAL FUND	25,125.00

GRAND TOTAL	25,125.00
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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
18300	PROPERTY TAX ASSISTANCE PROG				
18300	46930 - PROPERTY TAX ASSISTANCE PROG	1.00	50,000.00	50,000.00 *	50,000.00

Property Tax Assistance Program

- program to provide property tax assistance to persons 65 yrs. and over who reside in the Town of Windham. Under this program the Town will refund payments to those individuals who maintain a homestead in the Town of Windham and meet the criteria established in Chapter 112 of the Town Code.

First budgeted in FY 18 - \$50,000 (18200 -46930)
 68 checks mailed in Sept 2018 totaling \$31,147.

TOTAL PROPERTY TAX ASSISTANCE PROG	50,000.00
TOTAL GENERAL FUND	50,000.00

GRAND TOTAL	50,000.00
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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
19100	CAPITAL EQUIPMENT					
19100	47430 - OTHER EQUIPMENT & MACHINERY				875,000.00 *	
			1.00		.00	
	This account funds the town's capital equipment replacement plan. By planning for the acquisition and replacement of capital equipment over a multi-year cycle, the town is able to manage the amount of annual spending without spikes or troughs in the budget from year to year. The plan includes capital equipment - vehicles, mobile equipment, computers and other technology, and office and other equipment - based on the current mission of the various departments and offices, and current estimated prices. The plan is updated annually to reflect adjustments in both mission and pricing, and uses a combination of pay-as-you-go (i.e. cash) and lease-purchase financing. Items listed that display - leases - will be purchased in FY 20 with Lease payments occurring in future years (They will show in Operating Budget in account # 19500).					
	CC-2020-001		1.00	30,000.00		30,000.00
	TV-7 Hardware Replacement & Installation (\$30,000) (19100)					
			1.00	9,800.00		9,800.00
	FR-2020-002		1.00	63,000.00		63,000.00
	East Station Gear Dryer (\$9,800) (19100)					
			1.00	197,000.00		197,000.00
	FR-2020-003					
	Breathing Air Compressor & Fill Station \$63,000					
			1.00			
	FR-2020-004					
	Ladder 4 Refurbishment and Repair					

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 Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

 ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
(\$197,000) (19100)					
FR-2020-005		1.00	15,000.00		15,000.00
Rural Water Supply & Dry					
Hydrant Repair/Rebuild					
(\$15,000) (19100)		1.00	25,500.00		25,500.00
IS-2020-004					
Barracuda Hardware Replacement					
(\$25,500) (19100)		1.00	45,000.00		45,000.00
PR-2020-002					
Parks Pick-Up Truck					
(\$47,727) (19100)					
\$45,000.		1.00	15,050.00		15,050.00
PL-2020-001					
MUNIS Project Accounting					
(\$12,660) (19100)					
(\$1,885) General Fund					
(\$2,390) Training		1.00	50,000.00		50,000.00
PD-2020-004					
Cruiser Video System & Server					
(50,000) (19100)		1.00	190,000.00		190,000.00
PW-2020-010					
Truck #6					
(190,000) (19100)		1.00	190,000.00		190,000.00
PW-2020-011					
Truck #7					
(\$190,000) (19100)		1.00	38,150.00		38,150.00
TM-2009-001					
Financial System					
Upgrade/Replacement					
(\$114,450) (19100)					
FY-18 - \$38,150					
FY-19 - \$38,150					
FY-20 - \$38,150		1.00	6,500.00		6,500.00
4 tabletop - standing desks -					
Town Managers Office					
HR, Finance Director and					
two Administrative					
Assistants					

TOTAL CAPITAL EQUIPMENT

875,000.00

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

TOTAL GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2020	DEPT
			875,000.00	
GRAND TOTAL			875,000.00	

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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
19200 ROAD IMPROVEMENTS					
19200 46990 - CONTRACTED SERVICES - OTHER				1,150,000.00 *	
PW-2020-016 RTE 35 Sidewalk Project \$25,000 (19200) LAP project to build a sidewalk from Basin Rd to Rte. 302.		1.00	25,000.00	25,000.00	
PW-2020-017 Hillcrest Development Drainage \$140,000 (19200) 28 Catch Basins failing filtration system replacement.		1.00	140,000.00	140,000.00	
PW-2020-018 Brand Rd. - Rebuild & Pave - Phase 1 & 2 \$500,000 (19200) Council Directive		1.00	500,000.00	500,000.00	
PW-2020-029 Rte 302 North Center Turn Lane \$200,000 (19200) Add Center Turn lane from end of existing center Turn Lane North of Anglers Rd. (approx. 7,700 ft.) Construction Project to add center turn Lane - MPI grant from DOT up to 200,000		1.00	200,000.00	200,000.00	
PW-2020-027 Road Projects - Outside Contractor Costs \$50,000 (19200) Outside labor to assist with construction (flaggers, catch basin repair, small area milling & paving)		1.00	50,000.00	50,000.00	
PW-2020-028 Road Projects - Equipment		1.00	50,000.00	50,000.00	

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 Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

 ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
Rental \$50,000 (19200)		1.00	50,000.00		50,000.00
PW-2020-026 Road projects - supplies & Materials					
Supplies and materials needed to prepare roads for paving - culverts, rip rap, loam, gravel, reclaim, asphalt Material needed for Town projects		1.00	105,000.00		105,000.00
PW-2020-025 Engineering Services					
Engineering services for town projects - Brand Rd., Rte 35 sidewalks, Hillcrest Drainage, PCR Study Engineering for Town projects		1.00	.00		.00
This account is used for capital improvements on the roads. This would include drainage improvements, reclaiming road surfaces, paving, major equipment rental needed for road projects, engineering and all related materials pertaining to the job.		1.00	30,000.00		30,000.00
TM-2020-002 21ST Century Downtown Plan Develop a comprehensive vision for transportation improvements in North Windham Improve the capacity of Roosevelt Trail. Introduce street networks in an incremental manner that respond to the existing built context and allow for the growth of new neighborhoods surrounding the commercial core. Incubate a range of economic development and housing opportunities. Establish a renewed "sense of					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

place" in Windham's commercial
 center through Complete
 streets, infil development,
 increased residential
 densities, vibrant public
 realms, mobility options and
 access to open space.
 Focus on implementation by
 identifying short-term and
 long-term improvements and
 policies.

VENDOR	QUANTITY	UNIT COST	2020	DEPT
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TOTAL ROAD IMPROVEMENTS			1,150,000.00	
TOTAL GENERAL FUND			1,150,000.00	
GRAND TOTAL			1,150,000.00	

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 Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

 ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
19300	BUILDING & FACILITIES IMPRVMT					
19300	44400 - PROFESSIONAL SERVICES					.00
19300	46990 - CONTRACTED SERVICES - OTHER				526,250.00	*
	This account provides for services and materials for major improvements and repairs to town owned land and buildings, contributions to land and building improvement funds that carry over from year to year for larger projects.		1.00		.00	
	BG-2020-001 EWFS Solar Array Purchase (\$35,000) (19300)		1.00	35,000.00		35,000.00
	BG-2020-003 EWF Exhaust Hood (12,000) (19300)		1.00	12,000.00		12,000.00
	BG-2020-004 Gym Roof Replacement at Community Ctr. (\$75,000) (19300)		1.00	75,000.00		75,000.00
	BG-2020-005 PW Salt Shed Repairs (\$175,000) (19300)		1.00	175,000.00		175,000.00
	BG-2020-006 EWF Bay Heater (\$10,000) (19300)		1.00	10,000.00		10,000.00
	BG-2020-007 Public Safety Bldg. Boiler Replacement (\$80,000) (19300)		1.00	80,000.00		80,000.00
	BG-2020-008 Transfer PW Old Generator to Community Ctr. (\$30,000) (19300)		1.00	30,000.00		30,000.00
	BG-2020-009 Removal of Discontinued Inground Heating Oil Tank (\$8,000) (19300)		1.00	8,000.00		8,000.00
	BG-2020-010		1.00	5,000.00		5,000.00

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 Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

 ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
	Library Drainage Around Lower/Main Walkway (\$5,000) (19300)		1.00	35,000.00		35,000.00
	BG-2020-011 Community Center Gym Restrooms (\$35,000) (19300)		1.00	11,250.00		11,250.00
	BG-2020-012 Public Safety "PD" Side Remodeling (\$11,250) (19300)		1.00	20,000.00		20,000.00
	BG-2020-013 Social Services Floor Joist Support (\$20,000) (19300)		1.00	15,000.00		15,000.00
	BG-2020-014 Community Center Security (\$15,000) (19300)		1.00	15,000.00		15,000.00
	BG-2020-015 NW Fire Station Restroom (\$15,000) (19300)					
19300	47430 - OTHER EQUIPMENT & MACHINERY					.00
19300	48100 - TRANSFER TO TIF FUNDS		1.00	.00		451,120.00 *
	This account serves as a pass-thru account for TIF funds that are collected as tax revenue in the general fund and appropriated to their respective TIF funds.					.00
	Roosevelt Promenade TIF - 210,000. FY 19 ACTUAL - MUST WAIT TILL 4/1/19 FOR CURRENT VALUES		1.00	210,000.00		210,000.00
	Pipeline TIF - \$154,481. FY 19 ACTUAL - MUST WAIT TILL 4/1/19 VALUATION		1.00	154,481.00		154,481.00
	New Marblehead TIF - \$19,827.		1.00	9,913.00		9,913.00
	50% OF THIS TIF REMAINS IN THE GENERAL FUND - 50% (CREDIT					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

ENHANCEMENT) - TO THE TAX
 PAYER

VENDOR	QUANTITY	UNIT COST	2020	DEPT
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Gateway North TIF - 76,726
 FY 19 ACTUAL - MUST WAIT FOR
 4/1/19 VALUES

1.00	76,726.00		76,726.00
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TOTAL BUILDING & FACILITIES IMPRVMT
 TOTAL GENERAL FUND

977,370.00
 977,370.00

GRAND TOTAL

977,370.00

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
19400	REC -LAND & FACILITIES IMPRVMT					
19400	46990 - CONTRACTED SERVICES - OTHER				191,250.00 *	
			1.00		.00	
	Account 19400 was established in fiscal 2014 to account for appropriations dedicated to the acquisition and development of parks, playing fields, and related facilities. The two object accounts that comprise 19400 are for contracted services and land acquisition, allowing both for acquiring new property for parks, playgrounds, and preserves, and contracted services and other expenses to develop them.					
	The recreation capital facilities investment plan is attached for account 9140. In fiscal 2015 the total for the remaining nine years of the plan was annualized in the summary spreadsheet instead of following the year to year fluctuations.					
			1.00	181,250.00		181,250.00
	PR-2020-001 Community Park Project - Phase I (\$181,250) (19400) (\$168,750) provided funding by Community Park Grant) No General Fund Impact. (Grant) FY-18 - \$13,094.67 FY-19 - \$21,411.33 FY-20 - \$350,000.00					
			1.00	10,000.00		10,000.00
	PR-2020-005 Lowell Preserve Parking Expansion (\$10,000) (19400)					

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Town of Windham
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

19400 47110 - LAND ACQUISITION

VENDOR	QUANTITY	UNIT COST	2020	DEPT
	1.00	.00		.00

See note for 19400-46990

TOTAL REC -LAND & FACILITIES IMPRVMT
 TOTAL GENERAL FUND

191,250.00
 191,250.00

GRAND TOTAL

191,250.00

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
19500 47520 - DEBT - INTEREST					760,561.00 *
2011 REFUNDING BOND - TOWN & RSU		1.00	430,563.00		430,563.00
FY 19 - 497,325.00					
FY 20 - 430,562.50					
FY 21 - 355,125.00					
FY 22 - 275,250.00.					
FY 23 - 195,500.00					
FY 24 - 107,000.00					
FY 25 - 31,375.00					
2016 SW Fire Station Bonds - Interest		1.00	37,114.00		37,114.00
FY 19 - 38,047.92					
FY 20 - 37,113.84					
FY 21 - 36,050.49					
FY 22 - 34,857.87					
FY 23 - 33,531.81					
FY 24 - 32,076.48					
2018 Shared Maint Facility Bonds - Interest		1.00	292,884.00		292,884.00
FY 19 - 148,999.65					
FY 20 - 292,884.30					
FY 21 - 282,445.05					
FY 22 - 271,633.80					
FY 23 - 260,450.55					
FY 24 - 248,872.05					
19500 47530 - LEASE PAYMENTS					471,972.00 *
17-1 - GORHAM SAVING LEASING - PIERCE MFG SABER 1500 PUMPER FIRE TRUCK, 2 2017 FORD BRAUN AMBULANCES	3058	1.00	160,487.00		160,487.00
\$751,643. - 5 YR LEASE 2.220% (50,792.05)					
FY 18 - 160,487.01					
FY 19 - 160,487.01					
FY 20 - 160,487.01					
FY 21 - 160,487.01					
FY 22 - 160,487.01					
PREVIOUSLY PAID FROM CAPITAL PROJECTS FUND ACCOUNT # 19100					
17-2 - TD EQUIPMENT FINANCING 2017 Plow Truck w/sanding gear,	612	1.00	78,935.00		78,935.00

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Town of Windham
NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
Data Center Servers, back up system server & licensing, MUNIS 1st year support and set up					
5 YR LEASE 366,931.38 - 2.48% (27,745.42)					
FY 18 - 78,935.36					
FY 19 - 78,935.36					
FY 20 - 78,935.36					
FY 21 - 78,935.36					
FY 22 - 78,935.36					
	252600	1.00	72,942.00		72,942.00
16-1 - SANTANDER LEASING LLC 2015 Caterpillar Loader w/plow equip, 2015 international dump with wicking plow and sanding gear.					
5 YR LEASE, 339,461., 2.44% (25,247.80)					
FY 17 - 72,941.76					
FY 18 - 72,941.76					
FY 19 - 72,941.76					
FY 20 - 72,941.76					
FY 21 - 72,941.76					
Previously budgeted in Capital Equipment Account # 19100					
	3058	1.00	47,338.00		47,338.00
18-1 - GORHAM SAVING LEASING 2018 PLOW TRUCK W/ PLOW					
3 YR LEASE 135,199. - 2.5% (6,815.57)					
FY 19 - 47,338.19					
FY 20 - 47,338.19					
FY 21 - 47,338.19					
Previously budgeted in the Capital Equipment Account # 19100					
	3058	1.00	19,742.00		19,742.00
18-2 - GORHAM SAVING LEASING Thermal Imaging Camera					
3 YR LEASE 56,336., 2.5% (2,888.62)					

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
FY 19 - 19,741.54					
FY 20 - 19,741.54					
FY 21 - 19,741.54					
19-1 TO BE DETERMINED		1.00	90,152.00		90,152.00
Phone System, security Cameras					
etc (135,000)					
Off-Road Rescue/Woods Fire					
Truck (120,000.)					
""ESTIMATED""					
3 YR LEASE 255,000, 3%					
(15,450.72)					
FY 20 - 90,152.					
FY 21 - 90,152					
FY 22 - 90,152					
currently both projects are					
out to bid and Leases are					
planned for (MAY-JUN 2019)					
17-3 - 2017 NISSAN LEAF S		1.00	2,376.00		2,376.00
COST - \$29,656.61					
DUE AT DELIVERY - 14,091.					
PAYMENTS \$7,128 - \$198 X 36					
PMTS					
PURCHASE OPTION AT END OF					
LEASE					
\$8,661.90 MATURITY DATE					
7/17/2020					
(MILEAGE PER YEAR 12,000 - WITH					
EXCESS RATE OF 15 CENTS PER					
MILES)					

TOTAL DEBT SERVICE	3,555,933.00
TOTAL GENERAL FUND	3,555,933.00
GRAND TOTAL	3,555,933.00

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
19850 COUNTY TAXES					
19850 44100 - OFFICIAL/ADMINISTRATIVE SERVIC					
COUNTY TAX PAYMENT	3158	1.00	1,435,970.00	1,435,970.00 *	1,435,970.00
2018 State Valuation -					
\$1,916,750,000.					
2018 County Tax - 1,332,023.					
2019 State Valuation -					
\$2,095,000,000.					
2019 County Tax - 1,435,970. -					
4.99% INC					
Cumberland County - Calendar					
Year paid in next Fiscal Year.					
FY 16 - 1,216,178.					
FY 17 - 1,264,831.					
FY 18 - 1,304,678.					
FY 19 - 1,332,023.					
FY 20 - 1,435,970.					
TOTAL COUNTY TAXES				1,435,970.00	
TOTAL GENERAL FUND				1,435,970.00	
GRAND TOTAL				1,435,970.00	

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
19851	EDUCATION - RSU # 14				
19851	44100 - OFFICIAL/ADMINISTRATIVE SERVIC			21,247,844.00 *	
		1.00	21,247,844.00	21,247,844.00	
	RSU 14 - EDUCATION ASSESSMENT				
	FY 15 - 16,993,174.				
	FY 16 - 17,699,917.				
	FY 17 - 18,263,875.				
	FY 18 - 19,664,904.				
	FY 19 - 21,247,844.				
	TOTAL EDUCATION - RSU # 14			21,247,844.00	
	TOTAL GENERAL FUND			21,247,844.00	
	GRAND TOTAL			21,247,844.00	

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Town of Windham
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2020	DEPT
19910	GENERAL CONTINGENCY					
19910	43100 - GENERAL SUPPLIES & MATERIALS					
			1.00	150,000.00		150,000.00 *
						150,000.00
	This is one of two contingency funds included in the annual budget and offset by fund balance (i.e. no additional property taxes were raised to fund it). The purpose of this account is to provide flexibility to the Council in dealing with unforeseen problems or opportunities without seeking a supplemental appropriation by calling a special town meeting.					
	TOTAL GENERAL CONTINGENCY					150,000.00
	TOTAL GENERAL FUND					150,000.00
	GRAND TOTAL					150,000.00

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 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20201 TOWN OF WINDHAM - FY 20 OPERATING BUDGET

ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2020	DEPT
19920 ENERGY & WEATHER EMERG FUND					
19920 43100 - GENERAL SUPPLIES & MATERIALS		1.00	150,000.00	150,000.00 *	150,000.00
This is one of two contingency funds included in the annual budget and offset by fund balance (i.e. no additional property taxes were raised to fund it). It was established specifically to address the challenges presented by an unusually severe winter and expenses such as overtime and road salt in public works, or to deal with energy price spikes without adding unnecessarily to department budgets and without seeking a supplemental appropriation by calling a special town meeting.					
TOTAL ENERGY & WEATHER EMERG FUND				150,000.00	
TOTAL GENERAL FUND				150,000.00	
GRAND TOTAL				150,000.00	

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