

FY23

Budget

Town of Southwest Harbor

FY23 Budget

Adopted by the
Select Board

Updated Through
May 2, 2022

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January 26, 2022

Budget Message

I am pleased to report that the Municipal Budget, as tentatively approved by the Select Board on January 25 is expected to increase property taxes next year by only 1%, that's 4.9% LESS than the 5.9% cost of living adjustment received by those on Social Security.

By contrast, property taxes for the Pemetic School Department are expected to increase 6.6% and for MDI High School 16.2%. Since the County tax bill has not been received yet, this budget assumes what I hope is a very conservative 10% increase.

Since we are still quite early in the budget process, I have assumed that taxable property values will remain nearly constant, increasing a very conservative 0.3%.

The overall "Net to be Raised from Property Taxes" will increase only 1.8% or \$151,233.

The bottom line is estimated at a blended property tax rate increase of only 1%, rising to an estimated \$14.81 next year, from \$14.66 per thousand dollars of property value this year.

Looking at the breakdown another way, property taxes for the Pemetic School will increase \$231,358, our share of the High School budget will go up \$188,435, and the property taxes needed to fund the Municipal Budget will decrease \$142,083. (The county tax bill is pending.)

Municipal General Fund

Fund Balance

Essential to the analysis of any budget is a look at "fund balance", that is, how much money the Town has "in the bank", so to speak. Although sometimes mistakenly called "surplus", unassigned fund balance isn't just excess money laying around. Fund balance is the term used by our auditors, so that's what I use. It is generated when we receive more revenues than budgeted or spend less than budgeted. Some of our fund balance is "nonspendable", such as trust funds; some of it can be used for specific purposes, such as only for roads; Town Meeting has "committed" some of our fund balance, such as for reserves; and some of it has been "assigned" or "designated" by the Select Board, such as for encumbrances to be carried over to the following fiscal year. The annual Town Audit contains a detailed explanation of fund balance, but for our budgeting purposes, we are most interested in what is known as "unassigned" fund balance.

The final FY21 audit (for the year ending June 30, 2021) is not yet complete, but we ended last year with revenues over budget and expenses well under budget, so I am confident that we will increase fund balance this year. The FY20 audit determined that our Unassigned Fund Balance in the General Fund was \$1,561,941, but we used \$152,500 to reduce taxes this year (FY22), so we will end the current fiscal year with something over \$1,409,441. While that may seem like a

lot of money, the general rule of thumb is that a community should hold about 25% of its General Fund expenses in unassigned fund balance, so we should try to get our fund balance up around \$2.4 million dollars. Currently our unassigned fund balance is only 15% of our FY23 expenditures of \$9,587,710. Consequently, the Select Board voted on January 25, 2022 to use no fund balance next year.

Revenues

Although often overlooked, non-property tax revenues are a very important part of any budget discussion, so I include a detailed estimate of them starting on page Revenue-1 and explain the more important sources in Appendix Rev. Auto excise tax is one of our largest sources of revenue, second only to the property tax. I have recommended increasing our revenue budget from this source next year by about \$58,000. This is slightly less than we received last year (FY21) and about the same as I am estimating for this year (FY22) based on our year-to-date receipts. The transfer from the Municipal Revenue Sharing Reserve will go up next year by about \$78,000. A fuller explanation can be found in Appendix Rsv.

Expenses

Our operating expenses have gone up a bit, but not excessively. We had a lot of personnel changes this year and last, making some expenses to go down and some to go up. The Town Manager, Town Clerk, Deputy Clerk, Police Chief and Harbormaster are all new and wages have been changed accordingly, with some step increases phasing in next year. Wages for fulltime hourly employees have generally increased by 5.9%, the same amount as the Social Security cost of living adjustment, and one additional fulltime police officer has been added this year.

Our Capital Improvement Program has helped to moderate the cost of replacing some much needed equipment, including: the Highway Department's ¾ ton GMC pickup truck, one ton F550 plow truck, the snowplow and broom for the Bobcat skid-steer loader and a plate compactor. The Police Department will replace one cruiser and all their Tasers, and purchase new body-worn cameras. The Fire Department is scheduled to replace Truck 106, a 1988 Ford Mini Pumper, with a standard heavy-duty pickup with a drop-in tank and pump. They also need to replace their failing thermal imaging cameras. The Harbor Department plans to replace a couple of floats and some pilings at the Upper Town Dock and, possibly, replace an electrical conduit. Although total CIP spending will more than double next year, the appropriation will stay nearly flat, a testimony to the value of funding depreciation annually.

Elementary School Fund

Fund Balance

The School Fund usually carries very little fund balance (which they call carryover), but they are having a good year this year, so the School Committee has recommended using \$53,000 more than this year to help reduce the amount of taxes raised next year.

Revenue

Other than property tax, State Aid to Education is the only substantial source of revenue for schools. Next year's budget estimates that State Aid will drop \$25,000 or 8%. As a point of interest, of the \$4,196,762 needed to run our schools next year, less than 7% is contributed by the State of Maine.

Expenses

The only major increase in the School Department's FY23 budget is \$150,000 for window replacement.

In Closing

I would like to thank the Select Board for giving me this opportunity to serve as your interim Town Manager and prepare the FY23 Budget for your consideration. The Board and staff have been wonderful to work with, making the past year a very enjoyable experience. Should you need further assistance with this or any other municipal management matters, I hope you will feel free to call on me.

With warmest regards,

Dana

Dana J. Reed

Administrative Assistant to the Town Manager

Budget Summary

Comparison of Budget Requests

	Budget Last Year FY21	Budget This Year FY22	Requested Next Year FY23	Next Year's Change From This Year's:	
				Adj.Bgt.	Estimate
<u>Municipal Budget</u>					
"Revenues"					
Non-Prop.Tax Revenues	\$1,157,306	\$1,082,201	\$1,315,920	21.6%	\$233,719
State Revenue Sharing	\$65,000	\$75,000	\$152,702	103.6%	\$77,702
Unassigned Fund Balance Used	\$150,000	\$152,500	\$0	-100.0%	(\$152,500)
Total "Revenues"	\$1,372,306	\$1,309,701	\$1,468,623	12.1%	\$158,922
Expenses					
Administration	\$435,749	\$457,148	\$474,022	3.7%	\$16,874
CEO/LPI	\$49,442	\$52,914	\$45,089	-14.8%	(\$7,825)
Boards and Committees	\$1,975	\$4,975	\$3,475	-30.2%	(\$1,500)
Contracted Services	\$655,600	\$665,100	\$714,265	7.4%	\$49,165
Debt Service	\$812,900	\$865,800	\$687,846	-20.6%	(\$177,954)
Insurance	\$42,400	\$48,700	\$43,917	-9.8%	(\$4,783)
Municipal Buildings	\$33,700	\$39,036	\$38,361	-1.7%	(\$675)
Harbor House	\$59,640	\$59,640	\$59,640	0.0%	\$0
Mt Height Cemetery	n/a	n/a	\$12,500	n/a	n/a
SWH Public Library	\$60,000	\$60,000	\$60,000	0.0%	\$0
SWH/T Nursing Services	\$67,000	\$78,000	\$78,000	0.0%	\$0
Other Comm. Svc. Orgs	\$26,659	\$42,659	\$27,161	-36.3%	(\$15,498)
Highway	\$263,557	\$281,234	\$307,306	9.3%	\$26,072
Police	\$541,214	\$576,599	\$651,640	13.0%	\$75,041
Dispatch	\$297,599	\$318,145	\$328,778	3.3%	\$10,633
Fire	\$102,593	\$111,041	\$122,262	10.1%	\$11,221
Harbor	\$110,344	\$119,426	\$123,396	3.3%	\$3,970
Reserve Appropriation	\$336,400	\$478,800	\$342,950	-28.4%	(\$135,850)
CIP Appropriation	\$492,225	\$403,125	\$395,687	-1.8%	(\$7,438)
Total Municipal Budget	\$4,388,997	\$4,662,342	\$4,516,294	-3.1%	(\$146,048)
<u>Education Budget</u>					
SWH School Dept.					
Operations		\$3,485,154	\$3,715,012	6.6%	\$229,858
Debt Service		n/a	n/a	n/a	n/a
MDIHS Assessment		\$1,160,004	\$1,316,294	13.5%	\$156,290
Total Education Budget	\$0	\$4,645,158	\$5,031,306	8.3%	\$386,148
<u>County Budget</u>					
County Tax Assessment	\$305,465	\$324,445	\$346,133	6.7%	\$21,688
Total County Budget	\$305,465	\$324,445	\$346,133	6.7%	\$21,688

~ End of Budget Summary ~

Warrant Article Reconciliation

Breakdown of the Budget into Individual Town Meeting Warrant Articles

Article Number	Article Name	Cost Center	Dollar Amount
30	"Revenues"		
		Non-Prop.Tax Revenues	
		State Revenue Sharing	
		Unassigned Fund Balance Used	
30	"Revenues"		\$1,468,623
20	Municipal Operations		
		Administration	\$474,022
		CEO/LPI	\$45,089
		Boards and Committees	\$3,475
		Contracted Services	\$714,265
		Insurance	\$43,917
		Municipal Buildings	\$38,361
		Highway	\$307,306
		Police	\$651,640
		Dispatch	\$328,778
		Fire	\$122,262
		Harbor	\$123,396
20	Municipal Operations		\$2,852,510
21	Library	SWH Public Library	\$60,000
22	Harbor House	Harbor House	\$59,640
23	Mt. Height Cemetery	Mt Height Cemetery	\$12,500
24	Ambulance	SWH/T Nursing Services	\$78,000
25	Other Community Service Organizations	Other Comm. Svc. Orgs	\$27,161
26	Reserves	Reserve Appropriation	\$342,950
27	CIP	CIP Appropriation	\$395,687
28	Debt	Debt Service	\$687,846
Total of Municipal Budget Warrant Articles			\$4,516,294
Totals from Budget Summary			\$4,516,294
Difference			\$0

~ End of Warrant Article Reconciliation ~

Tax Rate Estimate

As calculated on the State's "Municipal Tax Rate Calculation Standard Form"

	<i>Actual Year Before Last: FY20</i>	<i>Actual Last Year FY21</i>	<i>Actual This Year FY22</i>	<i>Estimated Next Year FY23</i>	<i>Next Year's Change From This Year's: Estimated</i>	
<u>Taxable Value Estimate</u>						
Real Estate	554,312,874	556,414,534	561,161,354	563,161,354	0.4%	2,000,000
Personal Property	3,687,900	3,286,300	3,332,250	3,200,000	-4.0%	(132,250)
Total Taxable Value	558,000,774	559,700,834	564,493,604	566,361,354	0.3%	1,867,750
Homestead Value	7,567,600	8,802,900	8,492,000	8,492,000	0.0%	0
Homestead Reimbursement Value	4,729,750	6,162,030	5,944,400	5,944,400	0.0%	0
BETE Value	244,100	205,500	206,300	206,300	0.0%	0
BETE Reimbursement Value	122,050	102,750	103,150	103,150	0.0%	0
Total Valuation Base	562,852,574	565,965,614	570,541,154	572,408,904	0.3%	1,867,750
<u>Assessments</u>						
County Tax	278,861	305,465	324,445	346,133	6.7%	21,688
Municipal Appropriation	4,101,052	4,443,801	4,664,842	4,516,294	-3.2%	(148,548)
TIF Plan	n/a	n/a	n/a	n/a	n/a	n/a
Education Appropriation	4,432,600	4,510,449	4,645,158	5,031,306	8.3%	386,148
Total Assessments	8,812,513	9,259,715	9,634,445	9,893,733	2.7%	259,288
<u>Allowable Deductions</u>						
Revenue Sharing Transfer from Resv.	50,000	65,000	75,000	152,702	103.6%	77,702
Other Revenues (Including Fund Bal.)	1,134,849	1,147,834	1,234,701	1,315,920	6.6%	81,219
Total Deductions	1,184,849	1,212,834	1,309,701	1,468,623	12.1%	158,922
<u>Net to be Raised by Property Tax</u>	7,627,664	8,046,881	8,324,744	8,425,110	1.2%	100,366
Mil Rate	0.01395	0.01439	0.01466	0.01472	0.4%	0.00006
Tax for Commitment	7,784,111	8,054,095	8,275,476	8,336,098	0.7%	60,622
Homestead Reimbursement	65,980	88,672	87,145	87,494	0.4%	349
BETE Reimbursement	1,703	1,479	1,512	1,518	0.4%	6
Overlay	224,129	97,365	39,389	0	-100.0%	(39,389)

Good Budgeting Practices

1. An operating budget is prepared and presented to the governing board annually.
2. The annual operating budget presents expenditure requests and estimates of revenues for all municipal funds, including general tax revenues, state and federal grants, fees and charges for services, and other miscellaneous revenues.
3. The annual operating budget balances approved expenditures with anticipated revenue and estimated surplus.
4. Budgets for each local service are broken down into specific cost components such as personnel costs, supplies, operating expenses, equipment, etc.
5. Revenue projections are prepared for each revenue source based on an analysis of past revenue trends and current fiscal conditions.
6. Expenditure analysis includes adjustments for inflation, workload increases/decreases and other changes that might cause expenditures to rise rapidly.
7. The budget process includes a multi-year projection of equipment replacement requirements.
8. Reserves are created and supplemented each year to pay for especially large expenditures which are made on a multi-year cyclical basis.
9. Analyses are made to determine if current budget proposals are likely to create the need for more or expanded local funding in future years.
10. A reserve for contingencies is established each year to provide for emergencies or unforeseen needs.
11. Regular reports are prepared identifying actual performance compared to service objectives established in the budget.
12. A budget message which summarizes local financial conditions and the principal budget issues the city or town must face is presented to the governing board along with the annual budget.
13. Public hearings are held on the operating budget.
14. Budget implementation is controlled centrally.
15. Regular monthly reports of actual revenues and expenditures as compared to budgeted amounts are prepared and presented to the governing board by the 10th of each month.

Source - Maine Municipal Association - 1986

Glossary of Terms

Accrual Basis - The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flow.

Appropriation - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

Balance Sheet - The basic financial statement which discloses the assets, liabilities, and equities of an entity at a specified date in conformity with GAAP.

Budget - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Capital Improvement Program - A plan for capital expenditures to be incurred each year over a fixed period of years to meet contemplated expenditures in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

Cash Basis - A basis of accounting under which transactions are recognized only when cash changes hands.

C.I.P. - Abbreviation for *Capital Improvement Program* (see above).

C.P.I. - The Consumer Price Index published by the U.S. Department of Labor.

Deficit - (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expenses over income during an accounting period.

Enterprise Fund - A fund established to account for operations (1) that are financed and operated in a manner similar to private business enterprises -- where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuous basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control accountability, or other purposes. Examples of Enterprise Funds are those for water, gas, and electric utilities, swimming pools, airports; parking garages; and transit systems.

Expenditures - Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays. See also *Budget Expenditures* and *Conventional Expenditures*. The unmodified use of the term expenditures in this text is intended to mean budgetary expenditures.

Expenses - Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

Fund - A fiscal and accounting entity with a self-balancing set of accounts recording cash and

other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance - The fund equity of governmental funds and trust funds.

Modified Accrual Basis - The accrual basis of accounting adapted to the governmental fund type Spending Measurement Focus. Under it, revenues are recognized when they become both "measurable" and "available to finance expenditures of the current period." (This is the basis of accounting that is used by the Town, except for the Sewer Fund, which is on the full accrual basis.)

Reserved Fund Balance - Those portions of fund balance that are not appropriable for expenditure or that are legally segregated for a specific future use.

Revenues - (1) Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers.

Surplus - The use of the term "surplus" in governmental accounting is generally discouraged because it creates a potential for misleading inference. (Instead, see *Fund Balance*.)

Unassigned Fund Balance - The residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. In other funds, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

(Source: Government Accounting Standards Board (GASB) Summary of Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions, issued 02/09)

Source: (generally) Governmental Finance Officers Association - *Governmental Accounting, Auditing and Financial Reporting* - June, 1988.

FY23 Budget and Annual Town Meeting Timeline

Target Date

Nov. 1	Clerk sends grant applications to all community service organizations
Nov. 9	Select Board adopts budget timeline
Dec. 1	Community service organization grant application deadline
Jan. 4	Manager submits his recommended budget document to Select Board
Jan. 11	Manager introduces his recommended budget to the Select Board
Jan. 12	Select Board reviews School Department budget at a special meeting
Jan. 13	Select Board reviews Highway, Harbor, Code, Revenues, Committees, Administration, etc. at a special meeting
Jan. 18	Select Board reviews Police, Dispatch, Fire, Ambulance, Cemetery, etc. budgets at a special meeting
Jan. 19	Select Board reviews all Community Service Organizations budgets at a special meeting
Jan. 25	Select Board tentatively adopts the budget and sends it to Warrant Cmt.
Jan. 28	Manager submits revised budget document to Warrant Committee
Jan. 31	Warrant Committee begins budget review
Mar. 7	Warrant Committee completes budget review and finalizes recommendations
Mar. 8	Warrant Committee reviews budget with Select Board and Board approves the draft Town Meeting Warrant
Mar. 22	Select Board adopts the budget, recommends it to Town Meeting, and signs the Town Meeting Warrant
TBD	Select Board holds public hearings on any referendum articles to be voted at the Town Election
April 1	Absentee ballots must be printed and available
May 2	Annual Town Meeting – Vote on the budget and other Warrant Articles
May 3	Annual Town Election – Election of Officers and Referendum Articles

Tax Cap Compliance

Estimated Impact of LD 1 on the Municipal Portion of the Town Budget

Property Tax Limit This Year

FY22 Municipal Tax Cap as approved at last year's Town Meeting	<i>\$3,355,141</i>
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Adjustment for Growth Limitation Factor

Property Growth Factor	0.0046
Average Real Personal Income Growth	0.0378

Adjustment for Growth Limitation Factor	0.0424	\$142,258
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Adjustment for Change in Revenue Sharing

Revenue Sharing Last Year - Actual Calendar Year 2020	103,179
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Revenue Sharing This Year - Actual Calendar Year 2021	156,379
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Decrease in Revenue Sharing	0
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Maximum Allowed Revenue Sharing	107,554
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Increase of Revenue Sharing over Max. Allowed	48,825
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Adjustment for Change in Municipal Revenue Sharing	(\$48,825)
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<u>Maximum</u> Municipal Property Tax Levy Next Year	Tax Cap	\$3,448,574
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<u>Proposed</u> Municipal Property Tax Levy Next Year	<i>\$3,054,136</i>
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Amount Under or (Over) Tax Cap	\$394,438
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~ ~ End of Tax Cap Compliance Calculations ~ ~

Southwest Harbor Facts

Demographic

Population:	2020 Census	1,756
	Growth, 2010-2020	-0.45%
	Individuals 65 Years of Age or Older, 2010: Town of SWH	34%
	State of Maine	20%
Median Household Income:	(estimated 2019)	\$56,017

Geographic

Total Land Area of the Town in Square Miles	13.5
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Employment

Municipal Employees, Fulltime (excluding schools) FY22	16
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Taxes

Taxable Valuation (Real and Personal Property):	2020	\$564,493,604
	2021	\$566,361,354
	Change	\$1,867,750
		3.3%

Elections

Persons Voting for Governor, 2018	1575
Persons Voting for President, 2020	1645
Registered Voters, Active, 2021	1657

Harbor

Registered Moorings, 2021	610
Town Floats:	
Large Floats	8
Finger Floats	22

Highways

Miles of Town Road	13
Miles of State Roads Plowed (State Aid Roads)	6
Snowplows: Heavy Trucks	2
Light Trucks	2

Fire Department

Annual Calls, 2021	235
Volunteer Firefighters	33
Junior Firefighters	3
Fire Engines:	
Pumpers	2
Ladder/Pumper	1
Tanker	1
Utility	2

Police Department

Calls for Service, 2021	1216
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Revenues

<div>Revenues</div>		Actual Year Before Last FY20	Actual Last Year FY21	Adj. Budget This Year FY22	Estimated This Year FY22	Requested Next Year FY23	Request's Change From This Year's: Adj.Bgt. Estimate	
Property Tax Revenues		(* For Details, see Tax Rate Estimate)						
Property Taxes								
405-110	Tax Commitment *	7,561,856	8,054,096	8,901,349	8,901,349	8,308,138	-6.7%	-6.7%
Non-Property Tax Revenues		(* For Details, see Appendix Rev)						
Administration								
405-120	Homestead Exemption	67,723	81,988	90,000	128,974	92,895	3.2%	-28.0%
405-130	BETE Exemption	1,725	1,501	1,500	1,512	1,500	0.0%	-0.8%
405-210	Acadia National Park	13,032	13,210	12,000	12,000	11,000	-8.3%	-8.3%
405-220	Maine Coast Heritage Trust	1,797	1,797	1,700	1,797	1,797	5.7%	0.0%
405-230	Housing Authority	10,690	13,027	10,000	11,859	11,859	18.6%	0.0%
405-240	Tree Growth	2,161	2,050	2,200	2,673	2,294	4.3%	-14.2%
405-250	Veterans Exemption Reimbursmnt.	1,633	1,606	1,600	1,620	1,620	1.2%	0.0%
405-310	Cable Franchise Fees	40,053	42,775	36,000	41,414	41,414	15.0%	0.0%
405-320	Copies	71	113	100	92	92	-8.3%	0.0%
405-330	Excise Tax - Boats	12,263	15,116	12,900	13,689	13,689	6.1%	0.0%
405-340	Excise Tax - Vehicles *	426,555	485,619	425,000	482,906	482,906	13.6%	0.0%
405-345	Advertising	602	1,199	600	901	901	50.1%	0.0%
405-350	Miscellaneous	7,676	11,546	4,400	4,400	5,500	25.0%	25.0%
405-360	Registration Clerk Fees	9,277	12,322	8,000	10,799	10,799	35.0%	0.0%
405-370	Dog Registration	588	360	700	474	474	-32.3%	0.0%
405-372	Dog Late Fees	0	25	0	25	25	#DIV/0!	0.0%
405-373	Clerk Fees (Accts. 373-377)	1,898	Old Acct.	1,800	Old Acct.	Old Acct.		
405-373	Birth Certificate Fees	New Acct.	489	0	276	276	#DIV/0!	0.0%
405-374	Marriage License Fees	New Acct.	417	0	910	910	#DIV/0!	0.0%
405-375	Burial Permits	New Acct.	New Acct.	0	16	16		
405-376	Death Certificate Fees	New Acct.	464	0	814	814	#DIV/0!	0.0%
405-377	Marriage Certificate Fees	New Acct.	653	0	600	600	#DIV/0!	0.0%
405-410	Municipal Revenue Sharing*	88,720	Old Acct.	Moved	0	Old Acct.		
405-440	Gen. Assistance Reimbursement	0	1,917	0	0	0	#DIV/0!	#DIV/0!
405-500	Conservation Comm Reimbursmt	0	25,000	15,000	15,000	15,000	0.0%	0.0%
405-510	Delinquent Tax Interest & Fees	32,878	18,745	19,000	11,395	21,006	10.6%	84.3%
405-511	Tax Lien Costs		2,840	0	2,662	2,751	#DIV/0!	3.3%
405-710	Interest Income (from Checking)	20,989	23,009	14,000	21,999	21,999	57.1%	0.0%
405-715	Investment Income	0	0	40,000	0	0	-100.0%	#DIV/0!
405-720	PERC Rebate	0	9,099	0	15,636	9,000	#DIV/0!	-42.4%
405-730	Rental Agreement	1	1	1	1	1	0.0%	0.0%
Contracted Services								
405-764	Wtr/Swr District Rental	7,200	7,201	7,200	7,201	7,201	0.0%	0.0%
405-765	Wtr/Swr District Bond Payments	185,858	177,389	175,400	175,400	175,000	-0.2%	-0.2%
405-766	Wtr/Swr District Reimbursement	454	0	26,000	26,000	26,000	0.0%	0.0%
Assessing/Planning/Code								
410-310	Board Application Fees	555	700	500	628	628	25.5%	0.0%
410-320	Building Permits	10,277	23,857	14,000	17,067	17,067	21.9%	0.0%
410-330	Plumbing Fees	6,243	8,538	6,000	7,390	7,390	23.2%	0.0%
Board & Committees								
415-310	Board of Appeals Fees		200	0	100	100	#DIV/0!	0.0%
Reimbursement Programs								
450-103	American Rescue Plan Act Grant *	New Acct	0	0	94,632	94,632	#DIV/0!	0.0%
450-104	ME Dept. Marine Resources Grant*	New Acct	0	0	0	0	#DIV/0!	#DIV/0!

Revenues

Revenues		<i>Actual</i> <i>Year Before</i> <i>Last FY20</i>	<i>Actual</i> <i>Last Year</i> <i>FY21</i>	<i>Adj. Budget</i> <i>This Year</i> <i>FY22</i>	<i>Estimated</i> <i>This Year</i> <i>FY22</i>	<i>Requested</i> <i>Next Year</i> <i>FY23</i>	<i>Request's Change</i> <i>From This Year's:</i> <i>Adj.Bgt. Estimate</i>	
Highway Department								
460-310	Road Opening Permits	4,233	725	300	300	500	66.7%	66.7%
460-410	ME Local Roads-URIP	18,088	16,900	17,800	18,628	17,872	0.4%	-4.1%
460-610	MMA Safety Grant			0	1,000	0	#DIV/0!	-100.0%
Police Department								
475-310	Police Reports	530	220	300	288	250	-16.7%	-13.2%
475-320	Police Misc.	3,557	410	700	204	400	-42.9%	96.1%
475-510	Parking Violations	4,260	1,510	4,000	2,885	2,885	-27.9%	0.0%
Dispatch Division								
480-610	Dispatch Services	44,000	44,000	44,000	44,000	44,000	0.0%	0.0%
Fire Department								
485-350	Fire Dept. Miscellaneous		9,352	0	1,000	500	#DIV/0!	-50.0%
485-351	Fire Department Grant Revenue			0	1,280	0	#DIV/0!	-100.0%
485-352	Ambulance Space Lease	New Acct.	0	2,400	2,400	2,400	0.0%	0.0%
Harbor Department								
490-310	Dinghy Float Use Permits	250	680	200	465	6,600	3200.0%	1319.4%
490-315	Harbor Violations	New Acct.	500	0	125	500	#DIV/0!	300.0%
490-320	Dock and Ramp Permits: Unlimited					3,300		
490-321	Dock and Ramp Permits: Limited					2,160		
490-330	Float Rentals	0	5,000	2,300	2,500	Old Acct.		
490-330	Commercial Landing Barge					18,000		
490-331	Lobster Buyer Truck Permit	5,600	11,320	10,000	10,000	12,000	20.0%	20.0%
490-340	Commercial Fisherman Permits	10,025	11,420	12,000	10,723	21,600	80.0%	101.4%
490-341	Student Fisherman Permits					50		
490-350	Mooring Registrations	44,306	52,363	50,000	50,000	85,160	70.3%	70.3%
490-360	Mooring Rentals	6,991	6,225	7,000	6,608	8,190	17.0%	23.9%
490-370	Recreational Launch Ramp Fees	8,251	10,489	4,000	9,370	8,500	112.5%	-9.3%
490-371	Kayak Outfitter Permits					0		
490-380	Shellfish Licenses	440	380	200	410	400	100.0%	-2.4%
490-390	Manset Parking Permits	1,526	1,040	1,400	1,283	1,500	7.1%	16.9%
Total Non-Property Tax Revenues		1,102,974	1,157,306	1,082,201	1,276,328	1,315,920	21.6%	3.1%
Appropriation Reductions								
803-00	Unassigned Fund Balance Used *	150,000	150,000	152,500	152,500	0	-100.0%	-100.0%
220-01	Revenue Sharing Resv.Transfer-in*	0	65,000	75,000	75,000	152,702	103.6%	103.6%
Total Appropriation Reductions		150,000	215,000	227,500	227,500	152,702	-32.9%	-32.9%
							-74,798	-74,798
Total Non-Property Tax Revenues and Appropriation.Reductions.....		1,252,974	1,372,306	1,309,701	1,503,828	1,468,623	12.1%	-2.3%
							158,922	-35,205
Total Property Taxes, Non-Property Tax Revenues and Approp. Reductions.		8,814,830	9,426,402	10,211,050	10,405,177	9,776,760	-4.3%	-6.0%

~ End of Revenues ~

Expenses

Acct.	Actual	Actual	Adj. Budget	Year to Date	Estimated	Requested	Request'
No. Account Name	Year Before	Last Year	This Year	Nov. 30	This Year	Next Year	From Tr.
	Last: FY20	FY21	FY22	FY22	FY22	FY23	Adj. Bgt.

Administration - 405

(* For Details, see Appendix Adm)

Personnel & Benefits 1000							
10 Salaries *	222,917	272,821	246,234	104,231	237,623	255,475	3.8%
20 FICA/MED (See Apx.Bni)	17,370	20,907	18,837	8,161	18,837	20,347	8.0%
30 Health Insurance(Apx.Hlt)	50,243	55,483	67,926	26,606	67,926	77,251	13.7%
40 401(k) Contributions (Bni)	11,305	12,045	14,564	2,728	14,564	15,106	3.7%
50 Income Protection (Bni)	2,212	2,060	3,398	785	3,398	3,525	3.7%
60 Worker's Comp.(Apx.Bni)	1,424	1,892	989	1,459	989	1,068	8.0%
70 Select Board Salaries *	10,500	5,243	10,500	0	10,500	10,500	0.0%
Professional Services 2000							
10 Audit	16,324	14,568	16,000	5,921	15,446	16,000	0.0%
15 Town Report	261	279	900	108	270	300	-66.7%
20 Legal Services *	0	0	New Acct.	0	0	0	
30 Payroll Service	0	5,694	6,000	2,242	6,000	6,000	0.0%
40 IT Services	568	3,234	3,500	100	1,901	3,500	0.0%
Utilities 2010							
20 Telephone *	3,266	4,128	3,200	1,505	3,697	3,300	3.1%
Vehicle 2030							
15 Mileage	268	1,072	3,700	3	670	1,200	-67.6%
Facility 2040							
20 Janitorial	0	0	0	0	0	Old Acct.	
Fees/Licenses 2050							
10 Bank Fees	72	60	100	25	66	100	0.0%
20 Computer Licenses *	16,384	18,631	19,000	19,562	19,562	20,450	7.6%
Dept/Office 2060							
10 Office Supplies	3,136	4,146	5,500	1,968	5,100	5,500	0.0%
20 Office Equipment	6,359	8,520	5,400	1,638	5,400	5,500	1.9%
40 Postage	4,363	3,925	6,300	1,967	4,721	5,000	-20.6%
70 Advertising	429	2,517	2,300	620	2,300	2,400	4.3%
80 Subscriptions & Dues *	9,605	11,070	9,200	4,026	10,338	9,200	0.0%
Filings 2070							
10 Liens	1,045	0	1,800	798	1,200	1,800	0.0%
20 Discharges	950	722	1,000	836	836	1,000	0.0%
30 Deeds	137	161	200	0	149	200	0.0%
Special/Annual 2080							
10 Holiday Celebrations *	2,690	2,540	2,800	0	2,700	2,800	0.0%
20 Elections/Town Mtg	2,096	2,112	3,800	67	2,104	2,500	-34.2%
Misc. 5000							
20 Contingency	936	3,099	4,000	3,572	4,000	4,000	0.0%
Total Administration - 405	384,859	456,929	457,148	188,928	440,297	\$474,022	3.7%
							\$16,873

Code Enforcement - 410

(* For Details, see Appendix CEO)

Personnel & Benefits 1000							
10 Salaries *	37,118	36,204	46,008	12,644	36,158	39,115	-15.0%
20 FICA/MED (See Apx.Bni)	2,839	2,701	3,520	967	2,321	2,992	-15.0%
40 401(k) Contributions (Bni)	0	0	591	0	Old Acct.	0	

Expenses

Acct. No. Account Name	Actual Year Before Last: FY20	Actual Last Year FY21	Adj. Budget This Year FY22	Year to Date Nov. 30 FY22	Estimated This Year FY22	Requested Next Year FY23	Request' From Th Adj.Bgt.
60 Worker's Comp.(Apx.Bni)	860	1,143	1,095	881	881	931	-15.0%
Utilities 2010							
20 Telephone	331	424	400	202	485	500	25.0%
Vehicle 2030							
15 Vehicle Stipend	550	580	600	100	600	650	8.3%
Dept/Office 2060							
10 Office Supplies	148	222	200	0	185	200	0.0%
20 Office Equipment	New Acct.	0	0	0	0	200	#DIV/0!
40 Postage	322	289	400	37	306	400	0.0%
70 Advertising	70	105	100	0	87	100	0.0%
Total Code Enf. - 410	42,240	41,668	52,914	14,831	41,023	\$45,089	-14.8% (\$7,825)

Boards & Committees - 415

(* For Details, see Appendix CC)

Boards & Committees 7010

10 Board of Appeals	200	197	200	30	200	200	0.0%
30 Conservation Committee *	200	664	3,175	2,482	3,175	1,675	-47.2%
40 Harbor Committee	200	36	200	0	118	200	0.0%
50 Planning Board	400	666	1,000	141	800	1,000	0.0%
80 Warrant Committee	200	56	200	0	128	200	0.0%
95 Historic Cemetery Cmt.	200	0	200	0	100	200	0.0%
Total Boards & Cmts. - 415	1,400	1,619	4,975	2,653	4,521	\$3,475	-30.2% (\$1,500)

Contracted Services - 420

(* For Details, see Appendix CS)

Assessing 2000

50 Contract Assessor *	34,000	34,256	34,500	17,128	34,250	34,750	0.7%
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Utilities 2010

10 Electricity - Streetlights *	27,708	26,763	24,000	12,242	27,235	27,500	14.6%
50 Water - Hydrant Rental	201,025	201,025	201,100	50,256	201,024	201,024	0.0%

Landscaping 2040

18 Parks/Cemeteries *	3,222	9,995	10,000	5,100	10,000	16,000	60.0%
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Municipal Solid Waste 7040

10 Recycling *	8,728	0	0	0	0	47,220	#DIV/0!
20 Transfer Station *	237,410	243,933	246,000	126,669	250,000	257,000	4.5%
30 Acadia Disposal District *	2,957	3,131	3,500	0	3,300	3,800	8.6%
40 PERC & Muni.Rev.Cmt. *	128,383	135,471	146,000	80,276	142,471	126,971	-13.0%

Total Contract Services 420	643,433	654,574	665,100	291,671	668,280	\$714,265	7.4% \$49,165
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Debt Service - 425

(* For Details, see Appendix Dbt)

Debt Service 7020

05 FD SCBA Equipment *	28,618	28,618	28,700	0	28,700	28,618	-0.3%
15 Main Street Bonds *	129,616	306,123	303,300	257,251	303,300	299,561	-1.2%
20 2018A Road Infra/Improv*	121,860	120,283	118,700	97,462	118,700	116,847	-1.6%

Expenses

Acct.	Actual	Actual	Adj. Budget	Year to Date	Estimated	Requested	Request'
No. Account Name	Year Before	Last Year	This Year	Nov. 30	This Year	Next Year	From Th.
	Last: FY20	FY21	FY22	FY22	FY22	FY23	Adj.Bgt.
25 2019A Road Infra/Improv*	6,139	18,569	15,500	22,423	15,500	18,120	16.9%
30 Fire Station Building *	61,698	60,855	60,800	50,413	60,800	59,876	-1.5%
40 Fire Truck	79,743	76,413	Old Acct.	Old Acct.	Old Acct.	Old Acct.	
60 Wesley/Mansell Project *	107,018	106,857	105,700	95,121	105,700	106,220	0.5%
65 2018 Rd Infrastruc. DW *		17,420	31,900	29,071	31,900	31,920	0.1%
70 2018 Rd Infrastruc. CW *		12,890	8,200	0	8,200	8,114	-1.0%
78 Raw Water Lift Station		42,654	Old Acct.	Old Acct.	Old Acct.	Old Acct.	
80 Water Tank *	18,569	18,569	18,600	0	18,600	18,570	-0.2%
85 Wastewater Treatment *		0	174,400	0	174,400	0	-100.0%
Total Debt Service - 425	553,261	809,251	865,800	551,741	865,800	687,846	-20.6%

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Insurance - 430

(* For Details, see Appendix Ins)

Insurance - 2020

10 Auto	14,800	12,898	15,000	9,712	12,949	14,000	-6.7%
20 Fidelity	900	851	1,000	638	851	1,000	0.0%
30 Property & Casualty	15,000	19,926	20,000	16,478	15,254	16,017	-19.9%
40 Public Officials Liability	5,000	5,062	5,200	3,709	4,945	5,200	0.0%
50 Police Liability	6,200	0	6,300	0	6,717	6,400	1.6%
60 Fire Life Supplement	0	New Acct.	1,200	0	1,200	1,300	8.3%
Total Insurance - 430	41,900	38,737	48,700	30,537	41,916	43,917	-9.8%

(\$4,783)

Municipal Buildings - 435

(* For Details, see Appendix MB)

Personnel & Benefits 1000

10 Salaries *	2,240	2,618	5,058	2,101	5,056	5,979	18.2%
20 FICA/MED	16	209	387	161	387	457	18.2%
60 Worker's Comp	90	119	191	92	191	225	18.2%

Utilities 2010

10 Electricity	8,818	8,793	8,800	3,470	8,805	9,000	2.3%
30 Propane	1,250	940	1,200	282	1,095	1,000	-16.7%
40 Fuel Oil	3,822	2,483	6,000	1,276	3,153	5,000	-16.7%
50 Water	1,788	1,633	1,300	535	1,711	1,800	38.5%
60 Sewer	1,297	1,135	1,400	589	1,216	1,300	-7.1%

Facility Maintenance 2040

10 Buildings & Grounds	4,104	3,731	4,500	1,132	3,918	4,200	-6.7%
20 Janitorial Services	926	3,438	5,800	3,077	7,385	5,400	-6.9%
30 Generator	300	728	700	0	514	700	0.0%
40 MSW Disposal	840	840	1,700	342	840	900	-47.1%
50 Repairs & Maintenance	774	2,381	2,000	982	2,357	2,400	20.0%

Total Muni. Buildings - 435	26,265	29,048	39,036	14,039	36,627	38,361	-1.7%
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(\$674)

Community Service Organizations - 445

(* For Details, see Appendix

Community Service Orgs. 7050

Expenses

Acct.	Actual	Actual	Adj. Budget	Year to Date	Estimated	Requested	Request's Change	
No.	Account Name	Year Before	Last Year	This Year	Nov. 30	This Year	Next Year	From This Year's:
		Last: FY20	FY21	FY22	FY22	FY22	FY23	Adj.Bgt. Estimate
30	Eastern Area on Aging	1,500	1,500	1,500	1,500	1,500	1,500	0.0% 0.0%
35	Northern Light Home Care	1,870	1,870	1,870	1,870	1,870	1,870	0.0% 0.0%
40	Harbor House	59,640	59,640	59,640	17,892	59,640	59,640	0.0% 0.0%
45	Hospice of Hancock Co.	1,000	1,000	1,000	0	1,000	1,000	0.0% 0.0%
5	Island Connections	2,500	2,500	2,500	2,500	2,500	2,500	0.0% 0.0%
55	Island Explorer Bus Svc.	10,000	10,000	0	0	0	0	n/a n/a
60	Mt Height Cemetery	3,500	12,500	12,500	12,500	12,500	12,500	0.0% 0.0%
75	SWH Public Library	60,000	60,000	60,000	30,000	60,000	60,000	0.0% 0.0%
80	SWH/T Nursing Services	67,000	78,000	78,000	0	78,000	78,000	0.0% 0.0%
85	Downeast Comm.Partners	3,574	3,574	3,574	0	3,574	3,574	0.0% 0.0%
90	MDI Campfire Coalition	3,000	3,000	3,000	3,000	3,000	3,000	0.0% 0.0%
91	Families First	1,000	0	1,000	0	1,000	0	-100% -100%
92	Life Flight	880	882	880	0	880	882	0.2% 0.2%
93	Mt Desert Nursing Assoc	2,000	2,000	2,000	2,000	2,000	0	-100% -100%
94	SWH Historical Society	2,500	2,500	2,500	0	2,500	2,500	0.0% 0.0%
95	Westside Food Pantry	2,500	2,500	2,500	2,500	2,500	2,500	0.0% 0.0%
96	Island Housing Trust	New Acct.	2,500	2,500	2,500	2,500	2,500	0.0% 0.0%
Downeast Horizons 2020								
10	Downeast Horizons	1,800	1,800	1,800	0	1,800	1,800	0.0% 0.0%
Total Comm.Svc.Orgs. 445		227,799	249,301	240,299	77,297	240,299	236,266	-1.7% -1.7%
		(\$4,033) (\$4,033)						

Reimbursement Programs - 450

Grant Funded Programs - 2090								
10	Keep ME Healthy #1	New Acct.	27,961	0	0	n/a	n/a	
11	Keep ME Healthy #2	New Acct.	13,990	0	0	n/a	n/a	
12	Manset TD Parking Grant	New Acct.	7,736	0	0	n/a	n/a	
Insurance Claim Reimbursement Expenses - 3000								
10	MMA Insurance Claims	New Acct.	1,650	0	0	n/a	n/a	
Total Reimbursement Prog.		0	51,337	0	0	0	0	

Highway Department - 460

(* For Details, see Appendix Hwy)

Personnel & Benefits 1000								
10	Salaries *	92,815	99,776	104,699	44,400	104,686	110,863	5.9% 5.9%
15	Overtime	267	0	2,500	0	2,500	2,500	0.0% 0.0%
16	Snow Plowing	15,313	10,563	21,200	0	12,938	21,200	0.0% 63.9%
20	FICA/MED (See Apx.Bni)	8,149	7,657	9,823	2,956	9,823	10,294	4.8% 4.8%
30	Health Insurance (Apx.Hlt)	26,827	35,783	40,222	18,951	40,222	53,296	32.5% 32.5%
40	401(k) Contributions (Bni)	5,048	6,099	7,704	3,479	7,704	8,074	4.8% 4.8%
50	Income Protection (Bni)	1,263	1,460	1,466	748	1,466	1,552	5.9% 5.9%
60	Worker's Comp.(Apx.Bni)	6,812	9,050	8,621	6,978	8,621	9,177	6.5% 6.5%
90	Drug & Alcohol Testing	527	175	500	0	351	550	10.0% 56.7%
Utilities 2010								
10	Electricity	4,524	3,383	3,500	1,179	3,954	3,500	0.0% -11.5%
20	Telephone	835	864	1,000	342	900	1,000	0.0% 11.1%
30	Propane	1,852	1,744	2,000	482	2,000	2,200	10.0% 10.0%

Family Bldg

Expenses

Acct.	Actual Year Before Last: FY20	Actual Last Year FY21	Adj. Budget This Year FY22	Year to Date Nov. 30 FY22	Estimated This Year FY22	Requested Next Year FY23	Request's Change <u>From This Year's:</u> Adj.Bgt. Estimate	
No. Account Name								
Vehicle Maintenance 2030								
10 Repair & Maintenance	15,981	24,605	20,000	18,036	20,293	25,000	25.0%	23.2%
15 Mileage	33	30	100	9	31	100	0.0%	218.5%
20 Gasoline	1,698	2,337	3,000	951	3,000	2,500	-16.7%	-16.7%
30 Diesel	5,276	3,135	8,000	815	6,000	7,000	-12.5%	16.7%
40 Oil & Grease	88	730	1,000	0	409	1,000	0.0%	144.5%
Facility Maintenance 2040								
10 Buildings & Grounds	2,975	2,029	1,000	40	2,502	1,000	0.0%	-60.0%
15 Public Restroom Supplies New Acct.		402	0	0	402	1,600	#DIV/0!	298.0%
18 Parks & Cemetery	1,599	1,466	1,800	97	1,533	1,800	0.0%	17.5%
30 Generator Maintenance	275	275	1,000	0	275	600	-40.0%	118.2%
40 Solid Waste Disposal	1,029	962	1,000	425	996	1,000	0.0%	0.5%
Dept/Office 2060								
10 Supplies	3,391	2,857	3,500	954	3,124	3,500	0.0%	12.0%
15 Chemicals & Cold Patch	0	478	7,000	3,403	8,167	7,000	0.0%	-14.3%
20 Equipment	1,618	995	2,000	671	1,610	2,000	0.0%	24.2%
40 Postage	60	60	100	30	72	100	0.0%	38.9%
50 Safety Supplies	793	944	1,000	890	2,136	1,300	30.0%	-39.1%
60 Uniforms	1,554	1,663	1,700	1,509	1,609	1,700	0.0%	5.7%
70 Advertising	194	218	200	0	206	200	0.0%	-2.9%
Winter Roads 4000								
10 Snow Removal Contracts New Acct.		127	Old Acct.	0	0	Old Acct.		
40 Plow & Sander Maintnc.	10,490	7,093	11,000	5,073	8,792	11,000	0.0%	25.1%
Summer Roads 4010								
10 Line Painting	1,111	1,420	2,500	0	2,000	2,500	0.0%	25.0%
20 Gravel	601	3,954	2,500	706	2,278	2,500	0.0%	9.8%
40 Mowing/Weed Control	800	800	1,000	1,000	1,000	1,200	20.0%	20.0%
50 Street Sweeping	2,910	48	2,500	0	1,479	2,500	0.0%	69.0%
60 Road Signs *	2,106	2,028	2,100	404	2,067	2,500	19.0%	20.9%
80 Tree Maintenance	457	600	2,500	0	1,000	2,000	-20.0%	100.0%
90 Contract Grading	1,498	438	1,500	1,222	1,500	1,500	0.0%	0.0%
Total Highway Dept. - 460	220,769	236,248	281,235	115,750	267,644	\$307,306	9.3%	14.8%
							\$26,071	\$39,661

Police Department - 475

(* For Details, see Appendix PD)

Personnel & Benefits 1000								
10 Salaries *	337,611	329,638	367,315	153,480	365,816	383,143	4.3%	4.7%
New Ptl. Officer Position* New Acct.		0	0	0	0	52,795		
20 FICA/MED (See Apx.Bni)	25,827	24,266	28,100	10,969	28,100	29,310	4.3%	4.3%
30 Health Insurance(Apx.Hlt)	69,074	52,278	83,024	32,523	83,024	91,921	10.7%	10.7%
40 401(k) Contributions (Bni)	29,013	7,172	30,757	4,524	18,786	18,496	-39.9%	-1.5%
45 PERS Retirement (Bni) New Acct.		10,899	0	4,169	6,233	6,408	n/a	2.8%
50 Income Protection (Bni)	3,941	3,384	4,180	2,006	4,180	4,373	4.6%	4.6%
60 Worker's Comp.(Apx.Bni)	12,154	14,153	13,223	10,913	13,223	13,793	4.3%	4.3%
Professional Services 2000								
10 Audit New Acct.		100	0	0	0	Old Acct.		
40 IT (Computer) Services	3,000	2,087	3,000	1,460	3,000	3,000	0.0%	0.0%

Expenses

Acct.	Actual	Actual	Adj. Budget	Year to Date	Estimated	Requested	Request's Change	
No. Account Name	Year Before	Last Year	This Year	Nov. 30	This Year	Next Year	From This Year's	
	Last: FY20	FY21	FY22	FY22	FY22	FY23	Adj.Bgt.	Estimate
Utilities 2010								
20 Telephone	5,000	6,079	5,100	2,372	5,693	6,000	17.6%	5.4%
Vehicle Maintenance 2030								
10 Repairs/Maintenance	4,300	1,844	4,500	1,982	3,072	4,500	0.0%	46.5%
15 Mileage	500	141	500	249	321	500	0.0%	56.0%
20 Gasoline	7,500	3,524	7,000	1,672	5,512	7,000	0.0%	27.0%
60 Radio Maintenance	800	0	800	0	400	500	-37.5%	25.0%
Fees/Licensing 2050								
20 Computer Licenses *	7,900	4,219	9,500	6,670	9,500	9,500	0.0%	0.0%
Dept/Office 2060								
10 Police Supplies	8,000	3,944	8,000	2,657	5,972	8,000	0.0%	34.0%
20 Equipment *	2,500	1,000	2,500	2,022	2,500	2,500	0.0%	0.0%
40 Postage	400	162	500	161	281	400	-20.0%	42.3%
55 Animal Control	300	0	300	0	150	300	0.0%	100.0%
60 Uniforms	4,000	553	4,000	4,833	5,000	5,000	25.0%	0.0%
70 Advertising	400	766	400	0	400	400	0.0%	0.0%
75 Community Relations	300	0	300	68	150	600	100.0%	300.0%
76 Employee Health	400	0	1,600	125	200	1,600	0.0%	700.0%
80 Dues & Publications	1,500	1,199	2,000	1,430	1,350	1,600	-20.0%	18.6%
Total Police Dept.	524,420	467,408	576,599	244,285	562,862	\$651,640	13.0%	15.8%
							\$75,041	\$88,778

Dispatch Division - 480

(* For Details, see Appendix Dsp)

Personnel & Benefits 1000								
10 Salaries *	184,835	202,150	206,530	85,065	206,509	218,482	5.8%	5.8%
20 FICA/MED (See Apx.Bni)	13,414	14,614	15,800	6,180	15,800	16,714	5.8%	5.8%
30 Health Insurance (Apx.Hlt)	50,139	55,563	67,907	24,250	67,907	62,580	-7.8%	-7.8%
40 401(k) Contributions (Bni)	4,631	4,866	10,155	541	10,155	10,753	5.9%	5.9%
50 Income Protection (Bni)	1,938	2,114	2,369	786	2,369	2,509	5.9%	5.9%
60 Worker's Comp.(Apx.Bni)	665	885	785	682	785	830	5.8%	5.8%
Fees/Licensing 2050								
20 Computer Licenses	2,596	481	3,200	1,534	3,200	3,200	0.0%	0.0%
Dept/Office 2060								
10 Office Supplies	2,442	1,998	3,000	99	2,500	2,500	-16.7%	0.0%
20 Office Equipment	2,526	3,450	3,000	1,125	3,000	3,000	0.0%	0.0%
60 Uniforms	391	0	500	0	500	500	0.0%	0.0%
Communications Tower 3020								
10 Telephone Lines	4,514	5,010	4,400	2,270	5,448	6,000	36.4%	10.1%
20 Generator	240	240	500	0	250	250	-50.0%	0.0%
30 Repairs & Maintenance		New Acct.	0	0		1,000	#DIV/0!	#DIV/0!
40 Electricity		New Acct.	0	0		460	#DIV/0!	#DIV/0!
Total Dispatch Division	268,331	291,371	318,146	122,532	318,423	\$328,778	3.3%	3.3%
							\$10,632	\$10,355

Fire Department - 485

(* For Details, see Appendix FD)

Personnel & Benefits 1000								
10 Salaries	21,351	25,970	34,140	13,766	32,747	33,730	-1.2%	3.0%

Expenses

Acct. No. Account Name	Actual Year Before Last: FY20	Actual Last Year FY21	Adj. Budget This Year FY22	Year to Date Nov. 30 FY22	Estimated This Year FY22	Requested Next Year FY23	Request's Change From This Year's: Adj.Bgt. Estimate	
20 FICA/MED	1,640	2,159	2,612	1,053	2,503	2,580	-1.2%	3.1%
60 Worker's Comp.	2,106	2,960	3,090	2,282	3,302	3,302	6.9%	0.0%
Professional Services 2000								
35 Medical Services	257	21	1,000	0	139	1,000	0.0%	619.4%
Utilities 2010								
10 Electric	6,075	5,973	4,500	2,785	6,024	5,000	11.1%	-17.0%
20 Telephone	1,430	1,124	1,500	569	1,366	1,200	-20.0%	-12.1%
40 Fuel Oil	7,550	4,053	5,000	545	5,802	5,000	0.0%	-13.8%
50 Water	2,715	2,301	2,800	672	2,508	2,800	0.0%	11.6%
60 Sewer *	1,456	5,103	2,400	351	0	0	n/a	n/a
Vehicle Maintenance 2030								
10 Repairs/Maintenance *	7,806	14,799	13,000	7,360	11,303	17,500	34.6%	54.8%
20 Gasoline	1,916	988	1,200	589	1,414	1,200	0.0%	-15.1%
30 Diesel	217	1,550	1,300	867	2,081	1,750	34.6%	-15.9%
Facility Maintenance 2040								
10 Building & Grounds	4,837	4,316	6,200	3,242	4,577	6,200	0.0%	35.5%
20 Janitorial Supplies	405	352	400	106	379	400	0.0%	5.7%
30 Generator Maintenance	600	275	600	0	600	600	0.0%	0.0%
Fees/Licensing 2050								
20 Computer Licenses *	358	1,747	1,800	1,498	1,800	1,800	0.0%	0.0%
Dept/Office 2060								
10 Office Supplies	677	668	700	0	673	700	0.0%	4.1%
20 Equipment	10,918	8,494	9,000	10,712	10,712	14,500	61.1%	35.4%
35 Equipment Maintenance	0	2,772	3,000	1,242	1,386	3,000	0.0%	116.5%
50 Safety/Medical Supplies *	502	57	500	172	413	1,500	200%	263%
60 Uniforms	2,642	2,141	2,000	325	2,392	3,000	50.0%	25.4%
80 Dues & Publications	201	708	500	537	537	500	0.0%	-6.9%
Special/Annual 2080								
30 Volunteer Recruitment	4,557	13,960	13,800	10,162	13,800	15,000	8.7%	8.7%
Total Fire Dept.	80,216	102,491	111,042	58,835	106,454	\$122,262	10.1%	14.8%
							\$11,220	\$15,808

Harbor Department - 490

(* For Details, see Appendix Hbr)

Personnel & Benefits 1000								
10 Salaries *	50,845	55,010	59,597	21,101	61,109	65,069	9.2%	6.5%
20 FICA/MED (See Apx.Bni)	3,890	4,040	4,559	1,614	4,559	4,978	9.2%	9.2%
30 Health Insurance (Apx.Hlt)	18,714	12,915	20,111	3,022	11,977	11,977	-40.4%	0.0%
40 401(k) Contributions (Bni)	3,003	2,483	3,185	0	3,185	3,502	9.9%	9.9%
50 Income Protection (Bni)	701	523	743	124	743	817	10.0%	10.0%
60 Worker's Comp.(Apx.Bni)	2,831	3,821	3,629	2,946	3,629	3,963	9.2%	9.2%
Utilities 2010								
10 Electricity *	2,000	2,024	1,500	511	3,000	3,000	100.0%	0.0%
20 Telephone *	800	855	800	815	1,956	2,000	150.0%	2.2%
50 Water	1,300	778	1,300	408	1,039	1,300	0.0%	25.1%
60 Sewer	700	54	700	553	700	715	2.1%	2.1%
Vehicle Maintenance 2030								
10 Repairs & Maintenance *	500	1,143	1,000	821	1,000	1,000	0.0%	0.0%

Expenses

Acct.	Actual	Actual	Adj. Budget	Year to Date	Estimated	Requested	Request'
No. Account Name	Year Before	Last Year	This Year	Nov. 30	This Year	Next Year	From Th
	Last: FY20	FY21	FY22	FY22	FY22	FY23	Adj. Bgt.
60 Sewer	700	54	700	553	700	715	2.1%
Vehicle Maintenance 2030							
10 Repairs & Maintenance *	500	1,143	1,000	821	1,000	1,000	0.0%
20 Gasoline	1,000	752	1,100	210	876	1,000	-9.1%
Facility Maintenance 2040							
40 Solid Waste Disposal *	2,500	2,379	2,700	1,619	2,700	3,125	15.7%
45 Portable Toilets *	0	1,800	1,800	1,000	2,200	2,200	22.2%
Fees/Licensing 2050							
40 State/Federal Reg. Fee	200	150	200	0	200	200	0.0%
Dept/Office 2060							
10 Supplies	4,500	4,450	4,600	554	4,475	4,600	0.0%
40 Postage	400	81	400	102	400	400	0.0%
45 Safety Equipment	500	0	500	258	500	500	0.0%
60 Uniforms	400	399	400	111	400	400	0.0%
76 Medical Health *	New Acct.	New Acct.	0		250	250	#DIV/0!
Equip. Maintenance 4050							
10 Floats	7,500	13,527	6,600	2,418	10,514	8,400	27.3%
20 Docks	2,500	2,992	3,000	175	2,746	3,000	0.0%
30 Boat	800	1,021	1,000	0	911	1,000	0.0%
Harbor Dept. Total	105,584	111,197	119,424	38,362	119,068	\$123,396	3.3%
							\$3,972

Reserved & Restricted Funds - 495

(* For Details, see Appendix Rsv)

Reserves 6000							
10 Reserves Appropriation		338,650	478,800	478,800	478,800	342,950	-28.4%
Total Reserves Approp.- 495	0	338,650	478,800	478,800	478,800	\$342,950	-28.4%
							-135,850

Capital Improvement Program - 496

CIP 6000							
10 Transfer to CIP Fund		502,225	403,125	403,125	403,125	395,687	-1.8%
Total CIP - 496	0	502,225	403,125	403,125	403,125	\$395,687	-1.8%
							(7,438)

Schools Appropriations - 497

Schools 9120							
10 Pemetic School		4,274,281	3,485,154	1,505,224	3,485,154	3,686,753	5.8%
20 MDI Region. High School		1,072,828	1,160,004	483,335	1,160,004	1,316,294	13.5%
Total Schools - 497	0	5,347,109	4,645,158	1,988,559	4,645,158	5,003,047	7.7%
							357,889

County Tax - 498

Tax Related Misc. 5000							
30 County Tax		305,465	324,445	324,445	324,445	346,133	6.7%

Expenses

Acct.	Actual	Actual	Adj. Budget	Year to Date	Estimated	Requested	Request'
No. Account Name	Year Before	Last Year	This Year	Nov. 30	This Year	Next Year	From Th
	Last: FY20	FY21	FY22	FY22	FY22	FY23	Adj.Bgt.

Total County - 498

0

305,465

324,445

324,445

324,445

\$346,133

6.7%

\$21,688

Grand Totals

3,120,477

10,034,628

9,631,946

4,946,390

9,564,741

9,865,474

2.4%

233,528

SOUTHWEST HARBOR SCHOOL DEPARTMENT							SC Approved 3/10/21	
	19-20	20-21	20-21	20-21	20-21	20-21		
	Actual	Current	Anticipated	Proposed				
	Receipts	Budget	Receipts	Budget	Difference	%		
Fund Balance								
0000-0000-450000 Carryover	460,864	248,271	584,788	283,320	35,049	14.12%	Saving \$75K	
Revenues							Audited Figures	
0000-0000-419908 Miscellaneous	300	-	-	-	-	#DIV/0!		
0000-0000-448100 P.L. 874 (Impact Aid)	13,220	5,000	5,000	5,000	-	0.00%	Estimate	
0000-0000-413110 Tuition	-	-	-	-	-	#DIV/0!		
0000-0000-452000 Transfers from Maint. Rese	-	-	-	65,000	65,000	#DIV/0!		
0000-0000-452001 Transfers from Bus Reser	-	-	-	72,000	72,000	#DIV/0!		
0000-0000-431210 State Agency Clients	9,535	-	-	-	-	#DIV/0!		
0000-0000-431110 State Subsidy	363,515	310,000	321,315	310,000	-	0.00%	Prelim. Estimate	
Property Taxes								
0000-0000-412110 Town Appropriation	3,102,836	3,176,571	3,176,571	3,485,154	308,583	9.71%	Appropri. Incr. w/o Debt Svc.	
Articles 15 & 17	EPS & Additional Local Funds Articles	\$ 3,485,154						
0000-0000-412120 Debt Service Appropri.	261,050	261,050	261,050	-	(261,050)	-100.00%		
Article 16	Debt Service Appropriation	\$ 3,437,621						
				3,485,154	47,533	1.38%	Appropri. Incr. w Debt Svc.	
Total Revenues	4,211,320	4,000,892	4,348,724	4,220,474	219,582	5.49%		
Total Town Appropriation w Addtl Items & Debt Svc. =				3,485,154	47,533	1.38%	Difference per \$100,000 valuation \$8.49	
Total Budget w Addtl Items =				4,220,474	219,582	5.49%		

SOUTHWEST HARBOR SCHOOL DEPARTMENT						
	19-20	20-21	20-21	20-21	21-22	
	Actual	Current	Anticipated	Proposed	\$	%
Regular Instruction	Expend.	Budget	Expend.	Budget	Difference	Difference
Regular Instruction						
1100-1000-510100 Teacher's Salaries: 3-8	679,836	720,200	716,150	769,600	49,400	6.86%
Negotiated Agreements	-	-	-	63,000	63,000	#DIV/0!
1100-1000-510200 Ed. Tech. Salaries	7,754	15,143	17,190	17,190	2,047	13.52%
1100-1000-512300 Substitutes	32,271	45,000	45,000	45,000	-	0.00%
1100-1000-520100 Medicare/Retire- Tchrs. 3-8	35,529	38,670	40,176	43,175	4,505	11.65%
1100-1000-520200 Medicare/Retire- Ed. Techs	976	850	964	964	114	13.41%
1100-1000-520000 SS/Med/Ret - Subs	2,290	3,150	3,150	3,150	-	0.00%
1100-1000-521100 BC/BS: Tchrs. 3-8	141,287	189,109	178,005	214,071	24,962	13.20%
1100-1000-521200 BC/BS: Ed. Techs.	19,857	20,969	17,213	18,590	(2,379)	-11.35%
1100-1000-521101 Deductible Coverage & Fee	4,662	14,400	14,000	12,000	(2,400)	-16.67%
1100-1000-525100 Tuition Reimb - Taxable	10,737	10,000	10,000	10,000	-	0.00%
1100-1000-525101 Tuition Reimb - Non-Taxab	2,732	8,000	8,000	8,000	-	0.00%
1100-1000-526300 Unemployment	5,391	5,000	7,500	5,000	-	0.00%
1100-1000-527100 Worker's Comp. Insurance	14,302	15,000	20,000	21,000	6,000	40.00%
1100-2190-534000 Other Prof. Svcs: 504 Stud	-	500	500	500	-	0.00%
1100-1000-534000 Prof. Svcs.: Counsel/ELL	2,500	-	3,000	10,000	10,000	#DIV/0!
1100-1000-532000 Special Academic Program	-	3,950	2,500	4,400	450	11.39%
1100-1000-543000 Repair & Maint. - Equipmer	-	1,000	1,000	1,000	-	0.00%
1100-1000-558000 Staff Travel	1,220	1,500	1,000	1,500	-	0.00%
1100-1000-561000 Teaching Supplies 3-8	11,994	11,000	11,000	11,000	-	0.00%
1100-1000-564000 Textbooks/Workbooks 3-8	1,755	1,950	1,950	3,800	1,850	94.87%
1100-1000-564300 Periodicals	-	260	260	562	302	116.15%
1100-1000-573000 Replace/Purch of Equip.	1,724	5,800	5,800	6,950	1,150	19.83%
1100-1000-581000 Dues, Fees, Conf. 3-8	1,748	2,125	1,800	2,900	775	36.47%
1100-1000-590000 Safety Factor Contingency	-	15,000	15,000	15,000	-	0.00%
Asymptomatic Testing	-	-	-	9,400	9,400	#DIV/0!
1120-1000-510100 Teacher's Salaries: K-2	146,600	154,100	154,900	154,900	800	0.52%
1120-1000-520100 Medicare/Retire- Tchrs. K-2	8,153	8,645	8,690	8,690	45	0.52%
1120-1000-521100 BC/BS: Tchrs. K-2	28,213	28,614	38,163	41,216	12,602	44.04%
1120-1000-521101 Deductible Coverage & Fee	1,573	1,600	3,200	3,200	1,600	100.00%
1120-1000-558000 Staff Travel	-	-	-	450	450	#DIV/0!
1120-1000-561000 Teaching Supplies K-2	1,265	1,200	1,200	1,800	600	50.00%
1120-1000-564000 Textbooks/Workbooks K-2	2,010	2,400	2,400	3,710	1,310	54.58%
1120-1000-564300 Periodicals	-	125	100	85	(40)	-32.00%
1120-1000-573000 Replace/Purch of Equip.	470	200	200	325	125	62.50%
1120-1000-581000 Dues, Fees, Conf. K-2	710	600	500	600	-	0.00%
1121-1000-589000 Pre-K Program	-	-	-	80,000	80,000	#DIV/0!
2900-1000-510100 Teacher Salary: G & T	16,178	16,950	16,927	16,927	(23)	-0.14%
2900-1000-520100 Medicare/Retirem - G & T	929	951	950	950	(1)	-0.11%
2900-1000-521100 BC/BS: G & T	1,500	1,500	1,500	1,500	-	0.00%
2900-1000-521101 Deductible Coverage & Fee	-	-	-	-	-	#DIV/0!
2900-1000-561000 Teaching Supplies - G & T	-	300	300	300	-	0.00%
2900-1000-561001 Testing Materials- G&T	-	-	-	-	-	#DIV/0!
2900-1000-581000 G & T: Dues/Fees/Conf.	249	300	150	300	-	0.00%
Total Regular Instruction	1,186,416	1,346,061	1,350,338	1,612,705	266,644	19.81%
Article 4	Regular Instruction			\$ 12,705		

SOUTHWEST HARBOR SCHOOL DEPARTMENT									
		19-20	20-21	20-21		22			
		Actual	Current	Anticipated	Proposed		\$	Difference	%
Special Education		Expend.	Budget	Expend.	Budget				
Special Education									
2200-1000-510100	Res. Rm. - Tchr. Salaries	134,472	141,850	139,900	139,900		(1,950)		-1.37%
2200-1000-510200	Res. Rm. - Ed. Tech. Sal.	266,972	299,218	301,868	301,868		2,650		0.89%
2200-1000-520100	Benefits - Teachers - Res F	7,491	7,958	7,849	7,849		(109)		-1.37%
2200-1000-520200	Benefits - Ed. Tech.	14,418	17,874	16,935	16,935		(939)		-5.25%
2200-1000-521100	BC/BS: Tchr. - Res. Rm.	46,955	55,466	42,103	45,471		(9,995)		-18.02%
2200-1000-521200	BC/BS: Ed. Techs.	107,254	145,228	122,861	132,478		(12,750)		-8.78%
2200-1000-521101	Deductible Coverage & Fee	610	9,600	11,200	11,200		1,600		16.67%
2200-1000-525100	Tuition Reimb. (Taxable)	-	3,000	6,000	6,000		3,000		100.00%
2200-1000-543000	Repair & Maint. - Equipment	-	200	100	200		-		0.00%
2200-1000-556000	Tuition	-	30,000	30,000	-		(30,000)		-100.00%
2200-1000-558000	Staff Travel	241	400	250	450		50		12.50%
2200-1000-561000	Res. Rm. - Teach. Supplies	819	1,200	1,200	1,200		-		0.00%
2200-1000-561001	Testing Supplies	204	300	300	600		300		100.00%
2200-1000-564000	Textbooks	2,597	1,760	1,760	2,920		1,160		65.91%
2200-1000-565000	Software	160	240	240	500		260		108.33%
2200-1000-573000	Replace/Purchase of Equip	200	120	120	200		80		66.67%
2200-1000-581000	Dues, Fees, Conference	846	600	600	600		-		0.00%
2200-1000-591000	Fund Transfers-Spec Ed R	62,044	2,044	2,044	2,044		-		0.00%
2500-2330-581200	Dues & Fees -IEP Anywher	825	825	1,153	1,200		375		45.45%
2500-2330-534400	Spec Svcs Assessment	43,258	65,601	65,601	64,342		(1,259)		-1.92%
2800-2140-534400	Other Prof Svcs:Therap/Co	5,467	20,000	13,000	15,000		(5,000)		-25.00%
2800-2150-510100	Teacher Salary: Speech	43,905	45,650	45,650	45,650		-		0.00%
2800-2150-520100	Medicare/Retirem - Speech	2,441	2,561	2,561	2,561		-		0.00%
2800-2150-521100	BC/BS: Speech	6,010	7,645	7,637	8,248		603		7.89%
2800-2150-521101	Deductible Coverage & Fee	1,061	800	800	800		-		0.00%
2800-2150-534400	Other Prof Svcs.:Speech	-	1,500	1,300	1,500		-		0.00%
2800-2150-534401	Other Prof Svcs: Interpr Sv	-	1,500	1,000	1,500		-		0.00%
2800-2150-561000	Speech - Supplies	147	400	400	600		200		50.00%
2800-2150-561001	Speech - Testing Supplies	55	600	600	1,500		900		150.00%
2800-2150-573000	Speech - Equipment	-	500	500	500		-		0.00%
2800-2150-581000	Speech - Dues/Fees/Conf.	-	400	250	400		-		0.00%
2800-2160-534400	Other Prof Svcs.: OT	25,778	30,000	30,000	30,000		-		0.00%
2800-2180-534400	Other Prof. Svcs.: PT	18,578	27,000	25,000	27,000		-		0.00%
2810-1000-510100	Summer Schi: Tchr.	3,331	15,000	8,000	15,000		-		0.00%
2810-1000-520100	Summer Schi: Benefits	185	842	448	842		-		0.00%
Total Special Education		796,322	937,882	889,230	887,058		(50,824)		-5.42%
Article 5		Special Education		\$		887,058			

SOUTHWEST HARBOR SCHOOL DEPARTMENT									
		19-20	20-21	20-21	20-21	21-22			
		Actual	Current	Anticipated	Proposed		\$	%	
		Expend.	Budget	Expend.	Budget	Difference		Difference	Explanation
Article 6		Career & Technical Education							
Other Instruction									
Co-Curricular									
9100-1000-515000	Co-Curric.: Stipends	32,259	45,979	45,979	45,979	-	-	0.00%	
9100-1000-520000	Co-Curric.: Benefits	1,861	1,850	1,850	1,850	-	-	0.00%	
9100-1000-534000	Co-Curric.: Fine Arts Perfor	922	-	-	-	-	-	#DIV/0!	
9100-1000-560000	Co-Curric.: Gen. Supplies	-	2,300	2,000	2,500	200	200	8.70%	Band, Drama, Show Choir, Math Counts, SC
9100-1000-564000	Co-Curric.: Books	179	1,000	500	300	(700)	(700)	-70.00%	Jazz band & Show Choir music books
9100-1000-560500	Co-Curric.: Equipment	1,886	1,800	1,800	1,800	-	-	0.00%	music equipment/repair
9100-1000-581000	Co-Curric.: Dues and Fees	285	750	500	1,000	250	250	33.33%	festival fees and registration
9100-1000-589000	Co-Curric.: Wellness Incenti	1,234	-	2,000	2,000	2,000	2,000	#DIV/0!	
9200-1000-515000	Athletic: Stipends	15,449	19,936	22,389	22,443	2,507	2,507	12.58%	coaches, AD
9200-1000-515001	Athletic: Stipends - Officials	2,356	2,000	2,500	3,500	1,500	1,500	75.00%	
9200-1000-520000	Athletic: Benefits - Stipends	904	1,400	1,400	1,400	-	-	0.00%	
9200-1000-520001	Athletic: Benefits - Officials	-	1	1	1	-	-	0.00%	
9200-1000-534000	Athletic: Other Prof Svcs	-	400	400	400	-	-	0.00%	
9200-1000-560000	Athletic: Supplies	-	-	-	1,000	1,000	1,000	#DIV/0!	Balls
9200-1000-560500	Athletic: Equipment	3,430	4,800	4,800	3,000	(1,800)	(1,800)	-37.50%	Uniforms
9200-1000-581000	Athletic: Dues/Fees/Conf.	235	250	200	300	50	50	20.00%	sports conference
Total Co-Curricular		61,000	82,466	86,319	87,473	5,007	5,007	6.07%	
Other Instruction									
Summer School									
4300-1000-510100	Summer Schl./Learning Lat	4,834	7,000	5,200	7,000	-	-	0.00%	Before/After school homework help
4300-1000-520100	Benefits - Summ Schl/LL	276	393	292	393	-	-	0.00%	
4300-1000-534000	Other Prof. Svcs.-Summ Sc	-	-	-	-	-	-	#DIV/0!	
Total Summer School		5,110	7,393	5,492	7,393	-	-	0.00%	
Article 7		\$ 94,866							
Student & Staff Support		Other Instruction							
Guidance									
0000-2120-510100	Salaries: Guidance Counsel	66,950	68,450	68,450	68,450	-	-	0.00%	
0000-2120-520100	Medicare/Retirement	3,703	3,840	3,840	3,840	-	-	0.00%	
0000-2120-521100	Blue Cross/Blue Shield	20,124	20,969	20,950	22,626	1,657	1,657	7.90%	8% Rate Incr / 82% S1000 Share
0000-2120-521101	Deductible Coverage & Fee	896	1,600	1,600	1,600	-	-	0.00%	
0000-2120-532000	Prof. Svcs.	-	-	-	-	-	-	#DIV/0!	
0000-2120-558000	Staff Travel	-	125	100	125	-	-	0.00%	
0000-2120-561000	Supplies	211	400	400	600	200	200	50.00%	
0000-2120-564000	Books	123	-	-	-	-	-	#DIV/0!	
0000-2120-564300	Periodicals	-	-	-	-	-	-	#DIV/0!	
0000-2120-573000	Equipment	-	-	-	-	-	-	#DIV/0!	
0000-2120-581000	Dues / Fees / Conferences	230	400	200	400	-	-	0.00%	
Total Guidance		92,236	95,784	95,540	97,641	1,857	1,857	1.94%	

SOUTHWEST HARBOR SCHC DEPARTMENT									
		19-20	20-21	20-21	21-22				
		Actual	Current	Anticipated	Proposed	\$	%		
Student & Staff Support		Expend.	Budget	Expend.	Budget	Difference	Difference	Explanation	
Health Services									
0000-2130-534000	Prof. Svcs.: Nurse Contract	61,943	64,568	63,948	65,866	1,298	2.01%		
0000-2130-543000	Contr. Svcs.: Equip. Repair	-	150	150	150	-	0.00%		
0000-2130-560000	Supplies	1,219	2,050	2,050	1,300	(750)	-36.59%		
0000-2130-564000	Books	-	-	-	-	-	#DIV/0!		
0000-2130-564300	Periodicals	-	-	-	-	-	#DIV/0!		
0000-2130-573000	Replace/Purch. Equipment	84	-	-	300	300	#DIV/0!		
0000-2130-581000	Dues / Fees / Conferences	-	300	200	300	-	0.00%	includes travel	
	Total Health Services	63,246	67,068	66,348	67,916	848	1.26%		
Improvement of Instruction									
0000-2200-530000	Assess.: Curric. & Techn.	59,292	55,918	55,918	53,550	(2,368)	-4.23%	Part of AOS Assessment	
0000-2210-510100	Instructional Grants	2,831	5,000	6,900	7,000	2,000	40.00%	Summer work for AOS	
0000-2210-515000	Stipends - Cert Com/Mento	1,704	5,000	3,500	5,000	-	0.00%		
0000-2210-520000	Benefits: Stipends	91	281	200	281	-	0.00%		
0000-2210-520100	Benefits: Teachers	162	281	381	400	119	42.35%		
0000-2210-533003	Local W.S./Speakers	560	2,000	1,000	2,000	-	0.00%		
0000-2210-533002	Reading Recovery Cont. Hr	2,000	2,000	2,000	2,000	-	0.00%		
0000-2210-561000	Supplies/Books/Period	-	400	200	400	-	0.00%		
0000-2212-533000	Curriculum Work	1,704	1,680	1,608	1,608	(72)	-4.29%	\$12/student	
	Total Improve. Of Instruction	68,344	72,560	71,707	72,239	(321)	-0.44%		
Library & Audio Visual									
0000-2220-510100	Salaries: Librarian	26,963	28,250	28,211	28,211	(39)	-0.14%	50% Librarian	
0000-2220-520100	Medicare/ Retirement	1,549	1,585	1,583	1,583	(2)	-0.13%		
0000-2220-521100	Blue Cross / Blue Shield	2,500	2,500	2,500	2,500	-	0.00%	8% Rate Incr / 82% S1000 Share	
0000-2220-521101	Deductible Coverage & Fee	-	-	-	-	-	#DIV/0!		
0000-2220-530000	Prof Svcs:Libr Svcs/Superv	-	-	-	-	-	#DIV/0!		
0000-2220-561000	Supplies	466	400	400	650	250	62.50%		
0000-2220-564000	Books	3,201	2,800	2,800	3,500	700	25.00%		
0000-2220-564300	Periodicals	-	350	350	500	150	42.86%		
0000-2220-573000	Replace/Purchase Equipme	-	-	-	-	-	#DIV/0!		
0000-2220-581000	Dues / Fees / Conferences	-	300	200	300	-	0.00%		
	Total Library & AV	34,679	36,185	36,044	37,244	1,059	2.93%		

SOUTHWEST HARBOR SCHOOL DEPARTMENT							
		19-20	20-21	20-21	21-22		
		Actual	Current	Anticipated	Proposed	\$	%
Student & Staff Support		Expend.	Budget	Expend.	Budget	Difference	Difference
Technology							
0000-2230-510100 Technology Integrator		56,950	59,450	59,450	59,450	-	0.00%
0000-2230-510101 Techn Integr (Addtl Days)		1,765	4,136	4,136	4,136	-	0.00%
0000-2230-520100 Benefits: Tech. Integrator		3,148	3,335	3,335	3,335	-	0.00%
0000-2230-520101 Benefits: Tech. Integr(Addtl		99	232	232	232	-	0.00%
0000-2230-521100 BC/BS: Tech. Integrator		10,233	10,484	20,950	22,626	12,142	115.81%
0000-2230-521101 Deductible Coverage & Fee		1,422	800	1,600	1,600	800	100.00%
0000-2230-543200 Repair & Maint.		2,414	5,000	4,000	4,000	(1,000)	-20.00%
0000-2230-558000 Staff Travel		-	250	150	250	-	0.00%
0000-2230-560000 Supplies		537	900	900	900	-	0.00%
0000-2230-565000 Software		7,366	4,000	8,625	4,000	-	0.00%
0000-2230-565002 Software/Site Lic - AOS 91		15,624	15,500	20,000	21,278	5,778	37.28%
0000-2230-573400 Equipment - Incl MLTI Leas		25,010	20,000	20,000	19,500	(500)	-2.50%
0000-2230-581000 Dues, Fees, Conf., Travel		816	300	250	300	-	0.00%
Total Technology		125,372	124,387	143,628	141,607	17,220	13.84%
Article 8		Student & Staff Support			\$ 416,647		
System Administration							
Office of Superintendent							
0000-2320-533200 Assessment: Administration		63,442	63,272	63,272	75,850	12,578	19.88%
Total Office of Supt.		63,442	63,272	63,272	75,850	12,578	19.88%
Note: Total Office of Superintendent Assessment for SWH = \$ 165,992							
System Administration							
School Committee							
0000-2310-515000 Salaries: School Committee		2,500	2,500	2,500	2,500	-	0.00%
0000-2310-520000 Soc. Sec. / Medicare		191	192	192	192	-	0.00%
0000-2310-534000 Prof. Svcs.: Legal & Audit		11,111	9,000	11,000	11,000	2,000	22.22%
0000-2310-581000 Dues / Fees / Conferences		905	1,000	1,078	1,100	100	10.00%
Total School Committee		14,708	12,692	14,770	14,792	2,100	16.55%
Article 9		System Administration			\$ 90,642		

SOUTHWEST HARBOR SCHOOL DEPARTMENT									
	19-20	20-21	20-21	20-21	20-22		\$		
	Actual	Proposed	Anticipated	Proposed				%	
School Administration	Expend.	Budget	Expend.	Budget			Difference	Difference	Explanation
Office of Principal									
0000-2410-510400 Salaries: Principal	96,149	99,870	99,870	99,870		-		0.00%	
0000-2410-511800 Salaries: Secretaries	64,785	73,897	75,409	75,409		1,512		2.05%	
0000-2410-520400 Benefits: Principal	5,331	5,603	5,603	5,603		-		0.00%	
0000-2410-520800 Benefits: Secretaries	4,858	5,653	5,769	5,769		116		2.05%	
0000-2410-521400 BC/BS: Principal	19,782	20,969	20,950	22,626		1,657		7.90%	8% Rate Incr / 82% S1000 Share
0000-2410-521800 BC/BS: Secretaries	40,363	41,938	38,163	41,216		(722)		-1.72%	8% Rate Incr / 82% S1000 Share
0000-2410-521401 Deductible Coverage & Fee	5,595	4,800	4,800	4,800		-		0.00%	
0000-2410-544450 Copier Lease/Purchase	4,536	5,080	5,080	5,080		-		0.00%	
0000-2410-554000 Advertising	2,909	2,000	3,000	3,000		1,000		50.00%	
0000-2410-558000 Staff Travel	-	125	125	250		125		100.00%	
0000-2410-560000 Office Supplies / Postage	1,426	5,000	4,000	4,000		(1,000)		-20.00%	
0000-2410-564000 Books & Periodicals	38	-	75	100		100		#DIV/0!	
0000-2410-573000 Replace/Purchase Equipment	534	2,000	1,000	1,000		(1,000)		-50.00%	
0000-2410-581000 Dues / Fees / Conferences	2,981	1,500	1,500	1,500		-		0.00%	
0000-2410-589000 Miscellaneous	2,400	2,500	2,500	2,500		-		0.00%	Promotion & HOW Awards
Total Office of Principal	251,687	270,935	267,844	272,723		1,788		0.66%	
Article 10	School Administration			\$ 272,723					
Transportation and Buses									
Student Transportation									
0000-2700-511800 Salaries: Bus Drivers	46,348	85,638	85,638	85,638		-		0.00%	
0000-2700-520800 Soc. Sec./Medicare	3,098	6,552	6,552	6,552		-		0.00%	
0000-2700-521800 BC/BS: Bus Drivers	29,021	30,756	38,163	41,216		10,460		34.01%	8% Rate Incr / 82% S1000 Share
0000-2700-521801 Deductible Coverage & Fee	-	3,200	1,600	1,600		(1,600)		-50.00%	
0000-2700-534000 Physicals & Drug Testing	484	1,000	1,000	1,000		-		0.00%	Incl. Extra Drivers
0000-2700-543000 Contr. Svcs.: Bus Repairs	25,059	20,000	22,000	22,000		2,000		10.00%	
0000-2750-551400 Transp. Purchased fr Private	949	-	-	-		-		#DIV/0!	
0000-2700-552000 Insurance: Bus	2,044	2,300	2,242	2,475		175		7.61%	On 3 buses & increase cost
0000-2700-560000 Supplies	346	800	800	1,000		200		25.00%	
0000-2700-562600 Fuel	5,483	12,000	11,000	12,000		-		0.00%	5300 gallons approx.
0000-2700-573000 Replace/Purch. Of Equipment	-	-	-	11,000		11,000		#DIV/0!	Cameras for all 3 buses
0000-2700-591000 Purch of SchlBus/ Reserve	23,000	10,000	10,000	92,000		82,000		820.00%	Bus Purch 16-17/ Buy one 21-22
0000-2700-581000 Dues/ Fees/ Conference	-	200	100	200		-		0.00%	
Total Transportation	135,832	172,446	179,095	276,681		104,235		60.45%	
Article 11	Transportation & Buses			\$ 276,681					

SOUTHWEST HARBOR SCHOOL DEPARTMENT

[illegible]

SOUTHWEST HARBOR SCHOOL DEPARTMENT									
		19-20	20-21	20-21	20-21	20-22			
		Actual	Current	Anticipated	Proposed		\$	Difference	%
Debt Service		Expend.	Budget	Expend.	Budget				Explanation
	Debt Service								
0000-5100-583100	Debt Service: Interest	-	-	-	-	-	-	-	Debt Retired 11/2020
0000-5100-591000	Debt Service: Principal	261,050	261,050	261,050	-	-	(261,050)	-100.00%	
	Total Debt Service	261,050	261,050	261,050	-	-	(261,050)	-100.00%	
	Article 13	Debt Service & Other Commitments			\$	-			
All Other Expend	Food Services								
0000-3100-591000	Food Services Transfer	80,000	80,000	80,000	65,000	65,000	(15,000)	-18.75%	6/30/20 Lunch Fund Balance = \$ 51K
	Total Food Services	80,000	80,000	80,000	65,000	65,000	(15,000)	-18.75%	
	Article 14	All Other Expenditures			\$	65,000			
	Grand Totals:	3,626,532	4,000,892	3,990,404	4,220,474	219,582		5.49%	Total Includes Additional Items
	Article 18	Total Expenditures (Summary Article)			\$	4,220,474			
	Additional Items included in Budget:								Included in Cost Center
	Pre-K Program					\$ 80,000	\$ 80,000		Regular Instruction
	Wing Windows					\$ 65,000	\$ 65,000		Use Maintenance Reserve - See Revenues
	School Entrance Planning					\$ 10,000	\$ 10,000		Facilities Maintenance
	Self Contained 5th Grade (Addtl Tchrr)					\$ 79,075	\$ 79,075		Regular Instruction
	Total Addtl Items					\$ 234,075	\$ 234,075	5.85%	
	Reserves:								
	Proj. Balance								
	6/30/2021								
	Maintenance	\$ 149,731			(Playground Amt)	\$45K			
	Bus	\$ 82,930							
	Special Education	\$ 305,392			If Transf of \$30K from curr budget				
Note:	Tech. position to be funded by ESSER Grant Funds = \$21,400								

Administration - 405**Appendix Ad****1000-10 Salaries**

Authorized Positions	Weeks per Year		Hours Per Week		Authorized Pay Rate		Rate	Annual Pay	
	This	Next	This	Next	This	Next	Adjust-	This	Next
Classification	Year	Year	Year	Year	Year	Year	ment	Year	Year
Town Manager	52	52	Salaried		90,000	95,000	5.6%	90,000	95,000

FY23 - Step raise of \$5,000 is due upon completion of probationary period June 13, 2022

Authorized Positions	Weeks per Year		Hours Per Week		Authorized Pay Rate		Rate	Annual Pay	
	This	Next	This	Next	This	Next	Adjust-	This	Next
Classification	Year	Year	Year	Year	Year	Year	ment	Year	Year
Town Clerk	52	52	40	40	\$22.57	\$26.02	15.3%	46,946	54,121

FY23 - Step raise of \$2.00 is due upon completion of probationary period June 13, 2022

Bookkeeper	52	52	40	40	\$25.22	\$26.22	4.0%	52,458	54,538
	26	0	40	0	\$1.00			1,040	

FY22 - Step raise granted January 1, 2022

Dep. Town Clerk	52	52	40	40	\$21.00	\$23.13	10.1%	43,680	48,110
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FY22 - New hire in the winter of 2022.

FY23 - Step raise of \$1.00 is due upon completion of probationary period and \$0.50 upon BMV Certification.

Overtime			Lump Sum		\$3,500	\$3,707	5.9%	3,500	3,707
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Total - Salaries \$237,623 \$255,475

405-1000-70 Select Board Salaries

Authorized Positions			Number	Annual Salary		Rate	Annual Pay	
			of	This	Next	Adjust-	This	Next
Classification			Positions	Year	Year	ment	Year	Year
Select Board Chair			1	\$2,500	\$2,500	0.0%	2,500	2,500
Select Board Members			4	\$2,000	\$2,000	0.0%	8,000	8,000

FY21 - We had one seat vacant for a couple of months in the spring of 2021.

Total - Select Board Salaries \$10,500 \$10,500

405-2000-10 Legal Services *

Attorney's fees and other legal services are charged to the "Legal and Accounting Reserve" account 220-06.

405-2010-20 Telephone

FY22 - Due to problems with our old phone system, we had to upgrade it.

405-2050-20 Computer Licenses

This is for the Trio operating system and then the Admin. Share of the Power DMS.
This could be budgeted at \$20,450

405-2060-80 Subscriptions and Dues

Various items from MMA, MMTCA, MMTCTA etc.

405-2080-10 Holiday Celebrations *

This is for the Thanksgiving/Christmas & Board/Committee Gift Cards/Certificates.

~ End of Appendix Ad ~

Employee Benefits**Appendix Bni****For All Departments**

Job Title	Total Pay	FICA	Medicare	Workers Comp.		Retirement Plan		Health	IPP	Total
	Next Year	at	at	Rate	Cost	401 at	PERS at	Insur. *	at	
	FY23	6.2%	1.45%			6.0%	11.4%		1.4%	
Administration-405										
Town Manager	95,000	5,890	1,378	0.44%	418	5,700	n/a	11,977	1,330	121,693
Town Clerk	54,121	3,355	785	0.38%	206	3,247	n/a	26,648	758	89,120
Bookkeeper	54,538	3,381	791	0.38%	207	3,272	n/a	11,977	764	74,930
Dep. Town Clerk	48,110	2,983	698	0.38%	183	2,887	n/a	26,648	674	82,182
Overtime	3,707	230	54	0.38%	14	n/a	n/a	n/a	n/a	4,004
Selectboard	10,500	651	152	0.38%	40	n/a	n/a	n/a	n/a	11,343
Cost Center Total	265,975	16,490	3,857		1,068	15,106	0	77,251	3,525	383,272
Code Enforcement - 410										
Code Enf. Officer	39,115	2,425	567	2.38%	931	n/a	n/a	n/a	n/a	43,039
Cost Center Total	39,115	2,425	567		931	0	0	0	0	43,039
Municipal Buildings - 435										
Custodian	5,979	371	87	3.77%	225	n/a	n/a	n/a	n/a	6,661
Cost Center Total	5,979	371	87		225	0	0	0	0	6,661
Highway Department - 460										
Foreman	60,751	3,767	881	6.82%	4,143	3,645	n/a	27,170	851	101,208
Laborer II	50,112	3,107	727	6.82%	3,418	3,007	n/a	27,170	702	88,242
Overtime	2,500	155	36	6.82%	171	150	n/a	n/a	n/a	3,012
Snow Plowing	21,200	1,314	307	6.82%	1,446	1,272	n/a	n/a	n/a	25,540
Cost Center Total	134,563	8,343	1,951		9,177	8,074	0	54,341	1,552	218,001

* See Appendix Ins for Health Insurance calculations and details

(Continued on Next Page)

Job Title	Total Pay	FICA	Medicare			Retirement Plan		IPP		Total
	Next Year	at	at	Workers Comp.		401 at	PERS at	Health	at	
	FY23	6.2%	1.45%	Rate	Cost	6.0%	11.4%	Insur. *	1.4%	
Police Department - 475										
Chief	80,340	4,981	1,165	3.60%	2,892	4,820	n/a	27,170	1,125	122,494
Lieutenant	63,350	3,928	919	3.60%	2,281	3,801	n/a	27,170	887	102,335
Patrol Officer-1	56,213	3,485	815	3.60%	2,024	3,373	n/a	0	787	66,697
Patrol Officer-2	56,213	3,485	815	3.60%	2,024	n/a	6,408	12,212	787	81,945
Patrol Officer-3	56,213	3,485	815	3.60%	2,024	3,373	n/a	27,170	787	93,868
PT Patrol Officer	9,649	598	140	3.60%	347	n/a	n/a	0	n/a	10,735
Parking Officer	9,013	559	131	3.60%	324	n/a	n/a	0	n/a	10,026
Overtime	52,151	3,233	756	3.60%	1,877	3,129	n/a	0	n/a	61,147
Cost Center Total	383,143	23,755	5,556		13,793	18,496	6,408	93,723	4,373	549,248
Dispatch Division - 480										
Dispatcher-1	44,803	2,778	650	0.38%	170	2,688	n/a	26,648	627	78,364
Dispatcher-2	44,803	2,778	650	0.38%	170	2,688	n/a	11,977	627	63,694
Dispatcher-3	44,803	2,778	650	0.38%	170	2,688	n/a	11,977	627	63,694
Dispatcher-4	44,803	2,778	650	0.38%	170	2,688	n/a	11,977	627	63,694
PT Dispatcher	7,498	465	109	0.38%	28	n/a	n/a	n/a		8,101
Overtime	31,770	1,970	461	0.38%	121	n/a	n/a	n/a		34,321
Cost Center Total	218,482	13,546	3,168		830	10,753	0	62,580	2,509	311,868
Fire Department - 485										
Chief	25,993	1,612	377	9.79%	2,545	n/a	n/a	n/a		30,527
Deputy Chief	3,925	243	57	9.79%	384	n/a	n/a	n/a		4,610
Captain	1,906	118	28	9.79%	187	n/a	n/a	n/a		2,238
Captain-EMS/Rescu	1,906	118	28	9.79%	187	n/a	n/a	n/a		2,238
Custodian	0	0	0	4.34%	0	n/a	n/a	n/a		0
Cost Center Total	33,730	2,091	489		3,302	0	0	0	0	39,612
Harbor Department - 490										
Harbormaster	58,365	3,619	846	6.09%	3,554	3,502	n/a	11,977	817	82,681
Dep. Harbormaster	6,704	416	97	6.09%	408	n/a	n/a	n/a		7,625
Cost Center Total	65,069	4,034	943		3,963	3,502	0	11,977	817	90,306

* See Appendix Ins for Health Insurance calculations and details

~ End of Appendix Bni ~

Conservation Committee**Appendix CC**

The Conservation Committee budget is split into four accounts in different parts of the Town Budget:

Summary of Budget Request			<i>Requested Next Year FY23</i>
General Fund	415-7010-30	Boards and Committees - Conservation Committee	675
Reserves	220-20	Conservation Reserve	7,500
	220-23	Tree Reserve	2,250
	New Acct.	Chris's Pond Development Reserve	1,000
			\$11,425

415-7010-30	Boards and Committees - Conservation Committee	<i>Requested Next Year</i>
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This account is what the Conservation Commission calls it's "Administrative Budget".

The only income for this account is from the Town appropriation.

Supplies, books and mailings	250
Dues	125
Public Meeting	100
Education Fund	200
Planning & Grantsmanship (Moved from Chris's Pond Development Resv.)	1,000
Total - Boards and Committees - Conservation Committee	\$1,675

220-20	Rhoades Park Reserve (See Apx. CC)	<i>Requested Next Year</i>
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This account is what the Conservation Commission calls it's "Charlotte Rhoades Park and Butterfly Garden Budget". The lion's share of the operating costs of the park - more than 80% - are covered by private donations to the park and the park's private endowment.

Expenses		
Park Manager & Coordinators	20,000	
Electricity	300	
Building Water and Sewer	800	
Irrigation	400	
Park maintenance, supplies and equipment	1,000	
Plants	6,000	
Butterfly Release Expenses	2,500	
Contingency	9,000	
Revenue		
Raised from private sources	(32,500)	
Total - Rhoades Park Reserve (See Apx. CC)	\$7,500	

220-23	Tree Reserve	Requested Next Year
This account is what the Conservation Commission calls it's "Tree Fund Project". Total "Tree Fund" budget is contingent on the success of the Tree Fund appeal.		
Expenses Pruning and Maintenance		5,000
New Plantings		2,000
Miscellaneous Tree Fund Appeal Expenses		250
Revenue Raised from private sources		(5,000)
Total - Tree Reserve		\$2,250

~ End of Appendix CC ~

Code Enforcement - 410**Appendix CEO****1000 Salaries**

Authorized Positions	Number of Positions		Hours Per Week		Authorized Pay Rate		Rate	Annual Pay	
	<i>This</i>	<i>Next</i>	<i>This</i>	<i>Next</i>	<i>This</i>	<i>Next</i>	<i>Adjust-</i>	<i>This</i>	<i>Next</i>
<i>Classification</i>	<i>Year</i>	<i>Year</i>	<i>Year</i>	<i>Year</i>	<i>Year</i>	<i>Year</i>	<i>ment</i>	<i>Year</i>	<i>Year</i>
Code Officer/LPI	1	1	18	18	\$38.63	\$41.79	8.2%	36,158	39,115

FY23 - Code Enforcement Officer assumed additional duties as the town Health Officer, so his wage rate should be increased. In addition, he should be given a Market Adjustment to bring him up to what is being paid in neighboring communities.

Total - Salaries								\$36,158	\$39,115
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~ End of Appendix CEO ~

Capital Improvement Plan Appendix CIP

Acct. G 1	Description	Equipment Replacement Schedule					Account Balances				Expenditures Next Year				Notes
		FY in	Replace Fiscal Year	Original Cost	Years to Replace- ment	Cost to Replace	Ending Balance FY21	Approp This Year FY22	Expense This Year FY22	Ending Balance FY22	Requested Next Year FY23	Balance Available FY23	Expense Next Year FY23	Ending Balance FY23	
Administration Department															
Equipment 221-00															
	Copy Machines	2017	5	2022	-	(1)	7,023	0		7,023	(7,023)	0		0	First purchased by State of Maine
	Vote Counter	TBA	10	UNK	n/a	UNK	6,500	500		7,000	0	7,000		7,000	
	Municipal Software Upgrades	Various Software Updated or Replaced as Needed					6,128	0		6,128	0	6,128		6,128	
	Computer Equipment	Covers Replacement of Computers in All Departments					25,800	5,800	310	31,290	0	31,290		31,290	
	Total Equipment	221-00					45,451	6,300	310	51,441	(7,023)	44,418	0	44,418	
Records and Documents 221-02															
	Revelation	2010	20	2030	UNK	7	52,221	12,800		65,021	(65,021)	0		0	Funding moved to Reval Reserve Line item restored from FY20
	Records Preservation Comprehensive Plan Update	n/a	n/a	n/a	n/a	n/a				9,723					
	Total Records and Documents	221-02					52,221	12,800	0	65,021	(55,298)	0	0	0	
Municipal Buildings 221-68															
	Town Garage	1970	40	2010	UNK	(13)	334,658	0		334,658	0	334,658		334,658	Check cost to replace Check cost to replace
	Generator, 17 KW Fuel Tanks and Pumps	UNK	15	2026	UNK	3	0	0		0	0	0		0	
	Municipal Office Building	UNK	40	2040	-	17	55,000	27,500	3,000	79,500	27,676	107,176		107,176	
	Central Heating System	UNK	25	2025	UNK	2	6,000	3,000		9,000	3,000	12,000		12,000	
	Central Cooling System	UNK	25	2025	UNK	2	5,400	2,200		7,600	2,200	9,800		9,800	
	Heat Pumps	2014	10	2024	UNK	1	2,400	1,200		3,600	2,400	6,000		6,000	
	Generator, 40KW	UNK	15	2026	UNK	3	6,400	3,400		9,800	9,800	9,800		9,800	Check cost to replace
	Fire Department Building	2005	40	2045	UNK	22	750,000	0		0	9,091	9,091		9,091	
	Fire Station Heat Pumps	N/A	10	2022	(1)	(1)	10,000	10,000		10,000	1,000	11,000		11,000	
	Generator, 40KW	UNK	15	2026	UNK	3	0	0		0		0		0	Check cost to replace
	Public Restrooms	2017	30	2047	90,000	24	6,400	3,600		10,000	3,750	13,750		13,750	
	Total Municipal Buildings	221-68					426,258	50,900	13,000	484,158	49,117	513,275	0	513,275	
	Total Administration Department						523,930	70,000	13,310	580,620	(13,204)	567,693	0	557,693	
Highway Department															
Vehicles and Machinery 221-14															
	3/4 Ton w/low-Currently GMC 2500	2013	8	2021	32,000	(2)	40,000	5,700		45,700	10,000	55,700	55,000	700	Check cost to replace
	2000 Street Sweeper	2009	20	2029	32,000	6	48,000	6,000		54,000	1,000	55,000		55,000	
	1 Ton w/low-Currently F550	2015	8	2023	45,000	0	33,800	17,100		50,900	34,100	85,000	85,000	0	Check cost to replace
	Plow Truck 1-Currently Freightliner 34k	2010	15	2025	135,000	2	60,800	22,300		83,100	40,950	124,050		124,050	
	Bobcat Wheeled Loader, Model L28	2022	12	2034	27,852	11	17,038	15,900	27,852	5,086	2,719	7,805		7,805	
	Bobcat Snow Blower	2021	3	2024	5,300	1	(300)	2,000		1,700	3,800	5,500	5,500	0	
	Bobcat Sweeper	2010	15	2023	UNK	0	1,400	900		2,300	1,300	3,600	3,600	0	
	Backhoe-Currently Case 580	2016	12	2028	84,200	5	25,000	12,500		37,500	12,500	50,000		50,000	
	Loader-Currently Case 321	2015	15	2030	92,000	7	20,000	12,300		32,300	13,957	46,257		46,257	
	Sander for 1 ton	2015	16	2031	6,000	8	1,000	600		1,600	675	2,275		2,275	
	Plow Truck 2-Currently International 34k	2017	15	2032	153,000	9	32,000	13,000		45,000	13,384	58,384		58,384	
	Total Vehicles and Machinery	221-14					278,738	108,300	27,852	359,186	134,386	493,572	149,100	344,472	
Sidewalks 221-20															
	Sidewalk Construction & Replacement	n/a	n/a	n/a	n/a	n/a	(19,535)	0	3,031	(22,566)	0	(22,566)		(22,566)	Advance Main St. Project expenses
	Total Sidewalks	221-20					(19,535)	0	3,031	(22,566)	0	(22,566)	0	(22,566)	
Equipment 221-49															
	Line Striper	2006	10	2016	4,500	(7)	5,500	0		5,500	550	6,050		6,050	Check replacement cost. Brine system & holding tank
	Anti-icing Saline Plant (Brine Maker)	TBA	20	2022	-	(1)	35,000	0		35,000	1,750	36,750		36,750	
	Riding Mower	2011	10	2021	3,200	(2)	5,000	500		5,500	500	6,000		6,000	

Capital Improvement Plan

Appendix CIP

Acct. G 1	Description	Equipment Replacement Schedule					Account Balances			Expenditures Next Year				Notes
		FY	Replace Fiscal Year	Original Cost	Years to Replacement	Cost to Replace	Ending Balance FY21	Approp. This Year FY22	Expense This Year FY22	Ending Balance FY22	Requested Next Year FY23	Balance FY23	Expense Next Year FY23	
	Pressure Washer	2013	20	2033	9,000	10	12,000	1,217	900	2,117	988	3,105	3,105	
	Asphalt Trailer	2019	5	2024	10,000	1	10,000	2,000	2,000	4,000	6,000	10,000	10,000	
	Plate Compactor	UNK	15	2023	2,500	0	3,000	0	0	0	2,500	2,500	2,500	
	Total Equipment 221-49						70,500	48,717	3,400	52,117	12,288	64,405	2,500	61,905
	Highway Department Total						891,800	307,920	111,700	388,737	146,674	535,411	151,600	383,811
	Police Department													
	Vehicles 221-05													
	Speed Trailer 2	2019	15	2034	2,000	11	5,000	1,100	300	1,400	327	1,727	0	1,727
	Watch Guard System-Dash-Cam & Audio	2009	10	n/a	10,000	n/a	n/a	10,000	1,000	11,000	(11,000)	0	0	Old Account
	Cruiser 61	2016	6	2022	35,000	(1)	45,000	28,800	10,200	45,000	12,450	6,450	0	6,450
	Cruiser 62	2016	7	2023	35,000	0	45,000	38,185	0	38,185	11,764	49,949	45,000	4,949
	Speed Trailer	2015	15	2030	UNK	7	10,000	1,450	950	2,400	1,086	3,486	0	3,486
	Total Vehicles 221-05						105,000	79,535	12,450	45,000	14,626	61,611	45,000	16,611
	Protective Equipment 221-73													
	Pistols (5)	2020	10	2030	2,000	7	3,000	600	300	900	0	900	0	900
	Tasers	2044	5	2049	6,000	(4)	n/a	8,500	500	9,000	(9,000)	0	0	Old Account
	Tasers & Body-Worn Cameras (BWC)	2022	5	2027	66,780	4	66,780	0	0	13,356	26,712	13,356	13,356	Five-year Lease
	Ballistic Vest #1	2022	5	2027	1,064	4	1,064	600	200	1,064	332	68	0	68
	Ballistic Vest #2	2022	5	2027	Ukn	4	1,064	1,600	400	1,064	32	968	0	968
	Ballistic Vest #3	2018	5	2023	Ukn	0	1,064	1,800	600	1,336	213	1,549	0	1,549
	Ballistic Vest #4	2016	5	2021	Ukn	(2)	1,064	1,600	1,600	2,136	213	2,349	0	2,349
	Ballistic Vest #5	Ukn	5	2024	Ukn	1	1,064	0	0	0	1,064	1,064	1,064	0
	Police Station Cameras	2016	10	2026	5,000	3	6,000	1,500	900	2,400	1,200	3,600	0	3,600
	Pistols (5)	2018	10	2028	2,000	5	3,000	1,900	300	2,200	0	2,200	0	2,200
	Rifle Raled Vests	2018	10	2028	1,900	5	2,000	1,250	250	1,500	0	1,500	0	1,500
	Rifles, AR15 (2)	2015	15	2030	2,000	7	2,200	1,522	200	1,722	0	1,722	0	1,722
	Total Protective Equipment 221-73						88,300	20,872	5,250	17,612	20,766	29,276	14,420	14,856
	Dispatch Equipment 221-08													
	Tower & Radio Upgrade	2022	10	2032	38,105	9	38,105	45,963	2,400	38,105	3,094	13,352	0	13,352
	Dispatch Console	2010	15	2025	UNK	2	10,000	10,000	700	10,700	0	10,700	0	10,700
	Acorn Recording System	2018	7	2025	8,000	2	8,500	7,250	1,250	8,500	0	8,500	0	8,500
	Total Dispatch Equipment 221-08						56,605	63,213	4,350	38,105	3,094	32,552	0	32,552
	Police Department Total						249,905	163,620	22,050	100,717	38,486	123,439	59,420	64,019
	Fire Department													
	Vehicles 221-65													
	Truck 113-2006 Ferrara Rescue/Pumper	2006	30	2036	600,000	13	700,000	0	46,700	46,700	0	46,700	0	46,700
	Truck 112-2012 Ferrara Ladder	2012	30	2042	1,200,000	19	1,600,000	30,000	0	30,000	20,000	50,000	50,000	Bond replacement. Reurbish FY27 Bond replacement.
	Truck 110-2016 Dodge Ram 2500	2016	10	2026	30,000	3	43,000	11,500	7,200	18,700	0	18,700	0	18,700
	UTV 111-2016 Polaris Ranger	2018	20	2038	UNK	15	25,000	2,500	1,500	4,000	0	4,000	0	4,000
	Truck 106-1988 Ford Mini Pumper	1988	20	2008	UNK	(15)	62,000	31,000	33,000	64,000	31,021	95,021	95,021	0
	Truck 103-2001 Ferrara Engine	2001	30	2031	UNK	8	600,000	45,992	0	45,992	0	45,992	0	45,992
	Total Vehicles 221-65						3,030,000	120,992	88,400	209,392	51,021	260,413	95,021	185,392
	Equipment 221-10													
	Message Board	2020	10	2030	N/A	7	8,000	400	400	800	1,029	1,829	5,000	1,829
	Thermal Imaging Cameras	2009	14	2023	16,000	0	5,000	3,000	3,000	6,000	357	6,357	0	1,357
	Hydraulic Rescue Tools	Varied	10	2020	12,000	0	16,000	600	600	1,200	1,600	2,800	0	2,800
	Hoses and Couplings	2004	25	2029	0	6	20,000	2,000	2,000	4,000	2,667	6,667	0	6,667

Capital Improvement Plan

Appendix CIP

Equipment Replacement Schedule										Account Balances				Expenditures Next Year				Notes
Acct. G 1	Description	FY in Svc.	Life	Replace Fiscal Year	Original Cost	Years to Replace- ment	Cost to Replace	Ending Balance FY22	Approp. This Year FY22	Expense This Year FY22	Ending Balance FY22	Requested Next Year FY23	Balance Available FY23	Expense Next Year FY23	Ending Balance FY23			
	SCBA and Compressor	2018	15	2033	166,000	10	175,000	28,001	8,000		36,001	13,900	49,901		49,901			
	Total Equipment 221-10																	
	Fire Department		Total		224,000		224,000		0		48,001		67,553		5,000		62,553	
Fire Department Total																		
		3,254,000																
Harbor Department																		
General 221-21																		
Boat, Motor & Trailer	2010	15	2025	33,500	2	65,000	9,056	3,100	0	12,156	26,422	38,578		38,578		38,578		
Harbormaster Truck	2017	15	2032	25,000	9	27,000	4,000	2,300		6,300	2,300	8,600		8,600		8,600		
Jackstands for Floats	2020	20	2040		17						0	0		0		0		
Surveillance System: Cams, Server, etc	2022	20	2032	18,456	9	18,456			18,456		18,456	0		0		0		
Total General		221-21		110,456												Check replacement cost		
Upper Town Dock 221-63																		
Floats, 16x24 Pressure Treated	2001	20	2021	24,000	(2)	26,000	26,000	1,300		27,300	1,300	28,600		26,000		2,600		
Floot Piling Replacement	2002	20	2022	7,000	(1)	12,000	8,000	4,000		12,000	600	12,600		12,000		600		
Electrical Conduit	2012	10	2022	3,500	(1)	4,000	3,388	1,400		4,788	400	5,188		4,000		1,188		
Parking Lot Pavement	2003	20	2023		0	70,000	35,000	17,500		52,500	3,500	56,000		56,000		56,000		
Cross Bracing Replacement	2000	25	2025	6,000	2	10,000	3,200	1,700		4,900	2,550	7,450		7,450		7,450		
Support Piling	1990	40	2030	10,000	7	18,000	3,150	1,680		4,830	1,886	6,686		6,686		6,686		
Light Post	2012	20	2032	1,600	9	1,600	225	125		350	0	350		350		350		
6x20 Pres. Finger Floats	2018	20	2038	43,000	15	50,000	4,950	2,650		7,600	2,827	10,427		10,427		10,427		
Catwalk/Step Replacement	2017	30	2047	45,000	24	55,000	3,000	2,000		5,000	2,083	7,083		7,083		7,083		
Overlook Hand Rail	2017	30	2047	4,300	24	5,000	200	200		400	0	400		400		400		
Total Upper Town Dock		221-63		251,600														
Lower Town Dock 221-25																		
Public Bathroom	UKN	40		UKN		40,000	20,000	10,000		30,000	1,000	31,000		31,000		31,000		
Hoist	1919	8	2027	12,000	4	12,000	5,000	1,400		6,400	1,400	7,800		7,800		7,800		
Boat Ramp	1990	35	2025	UKN	2	40,000	13,200	6,700		19,900	10,050	29,950		29,950		29,950		
Ladder Replacement	2010	20	2030	3,000	7	3,500	3,500	0		3,500	0	3,500		3,500		3,500		
16x24 Pres. Large Floats	2010	20	2030	34,500	7	52,000	11,500	4,500		16,000	5,143	21,143		21,143		21,143		
6x20 Pres. Finger Floats	2010	20	2030	11,000	7	15,000	3,300	1,300		4,600	1,486	6,086		6,086		6,086		
Parking Lot Pavement	2012	20	2032	9,500	9	10,000	1,200	800		2,000	889	2,889		2,889		2,889		
Concrete Pier Extension	2010	40	2050	UKN	27	190,000	12,605	6,000		18,605	6,348	24,953		24,953		24,953		
Total Lower Town Dock		221-25		362,500														
Manset Dock incl. Hook Property 221-32																		
Harbor Master Office	1992	20	2012	4,000	(11)	65,000	22,090	0		22,090	3,250	25,340		25,340		25,340		
Hook Lot Development	TBD	40		N/A		UKN	0	0		0	0	0		0		Bonded with Hook Lot		
Hoist	UKN	6		UKN		12,000	12,000	1,500		13,500	1,500	15,000		15,000		15,000		
Deck Planking	1996	25	2021	50,000	(2)	75,000	75,000	3,000	426	77,574	3,000	80,574		80,574		80,574		
Wood Float Bridge	UKN	10		UKN		1,000	1,000	100		1,100	0	1,100		1,100		1,100		
Dinghy Float Ramp	N/A	20		UKN		12,000	12,000	600		12,600	0	12,600		12,600		12,600		
Dinghy Floats	UKN	20		UKN		45,000	15,000	15,000		30,000	2,250	32,250		32,250		32,250		
16x24 Pres. Large Floats	2004	20	2024	40,000	1	52,000	28,900	7,700		36,600	15,400	52,000		52,000		52,000		
Electrical Conduit	2010	15	2025	4,300	2	5,000	3,200	450		3,650	0	3,650		3,650		3,650		
Support Piling	1999	30	2029	139,500	6	145,000	0	0		0	24,167	24,167		24,167		24,167		
Piling Fender Replacement	2010	20	2030	54,000	7	60,000	0	0		0	8,571	8,571		8,571		8,571		
Trap Slides	2010	20	2030	7,100	7	8,000	0	0		0	0	0		0		0		
6x16 Metal Frame Finger	2010	20	2030	32,000	7	52,000	0	0		0	3,255	3,255		3,255		3,255		
16x24 Relief Floats	2010	20	2030	10,000	7	10,000	0	0		0	0	0		0		0		
Parking Lot Pavement	2011	20	2031	UKN	8	25,000	0	0		0	3,125	3,125		3,125		3,125		
Floot Bridge	2013	20	2033	4,000	10	4,500	0	0		0	0	0		0		0		
Ladder Replacement	2016	20	2036	3,000	13	3,500	0	0		0	0	0		0		0		
Cross Bracing Replacement	2017	20	2037	38,000	14	40,000	0	0		0	0	0		0		0		
Ramp Resurfacing	2017	20	2037	38,000	14	40,000	0	0		0	0	0		0		0		
Steel Piling	2010	30	2040	9,000	17	10,000	0	0		0	0	0		0		0		
Total Manset Dock incl. Hook Property		221-32		665,000														
Total Harbor Department		Total		1,389,556														
				1,389,556														
				55,182														

Capital Improvement Plan Appendix CIP

Equipment Replacement Schedule						Account Balances				Expenditures Next Year				Notes
Acct.	FY	Replace	Years to	Cost		Ending	Approp.	Expense	Ending	Requested	Balance	Expense	Ending	
G 1	Description	Fiscal	Replace-	to		Balance	This Year	This Year	Balance	Next Year	Available	Next Year	Balance	
		Year	ment	Replace		FY21	FY22	FY22	FY22	FY23	FY23	FY23	FY23	
Grand Totals: All Departments						1,490,127	403,125	163,792	1,729,460	395,687	2,115,424	353,041	1,762,383	
						Increase or (Decrease) --> (353,041) (7,438)								

~ End of Appendix CIP ~

Contracted Services - 420**Appendix CS**

		<i>Estimated This Year</i>	<i>Requested Next Year</i>
420-2000-50	Contract Assessor *		
Rather than hiring a person as our Town Assessor, we contract with RJD Appraisals for assessing services. This contract expires on June 30, 2022.			
	FY22 - This Year	34,250	
	FY23 - Next Year		34,750
	FY24 - Year After Next: (Not in this Budget)	\$34,750	
	Total - Contract Assessor *	\$34,250	\$34,750

		<i>Estimated This Year</i>	<i>Requested Next Year</i>
420-2010-10	Electricity - Streetlights *		
This account averaged about \$27,000 per year for FY20 and FY21, well over budget.			
	FY22 - This Year has been running about \$2,448 per month, which equals.....	27,235	
	FY23 - Next Year's estimate		27,500
	Total - Electricity - Streetlights *	\$27,235	\$27,500

420-2040-18	Parks/Cemeteries *		
FY23 -	Veteran's Park is badly in need of some heavy maintenance. Some bushes need to be removed, others replaced. The pavers need to be cleaned up and some reset, etc. at an estimated cost of \$4,000.		

420-7040-10	Recycling *						
The Select Board is interested in a restarting our recycling program and received a proposal from Eastern Maine Recycling (EMR) in January 2022 as outlined below. However, having no reasonable way to estimate the trips per month, the tons per trip or the trips per year, it is impossible to accurately estimate the cost of this contract at this time. What follows is our best estimate.							
Facility Fee at EMR:	<i>Per Month</i>	<i>Months</i>		<i>Estimated This Year</i>	<i>Requested Next Year</i>		
FY22 -	\$1,175	0		0			
FY23 -	\$1,175	12				14,100	
Transportation Fee to Casella in Orono:	<i>Per Trip</i>	<i>Trips/Mo.</i>	<i>Months</i>				
FY22 -	\$510	0	0	0			
FY23 -	\$510	1	12			6,120	
Recycling Ctr. Processing Fee at Casella:	<i>Per Ton</i>	<i>Tons/Trip</i>	<i>Trips/Yr.</i>				
FY22 -	\$75	0	0	0			
FY23 -	\$75	30	12			27,000	
NOTE: While the processing fee is shown above at the full \$75 cost per ton, the Town is already paying \$62.50 per ton for disposal, so the net additional cost of recycling is only \$12.50 per ton. The offsetting tonnage reduction is shown below at 420-7040-40 "PERC/Muni.Review Cmt.".							
						\$0	\$47,220

420-7040-20 Transfer Station *

Our Transfer Station is provided under contract with Eastern Maine Recycling (EMR).
This account appears to be increasing about \$6,500 per year.

420-7040-30 Acadia Disposal District *

The ADD is an independent quasi-municipal, tax-exempt solid waste corporation. Its purpose is to provide for the cost-effective, environmentally friendly, efficient and lawful management, disposal and recycling of waste materials on behalf of its member towns. We are billed each year for our share of ADD operating costs, which varies based on our proportionate share of the total Municipal Solid Waste (MSW) contributed by the five member towns.

420-7040-40 PERC & Muni.Rev.Cmt. *

Muni. Rev. Cmt. The Town pays dues to become a member of the Municipal Review Committee (MRC), a group whose purpose is to make sure that member towns are treated fairly by PERC. To achieve this goal, the MRC hires auditors, engineers, attorneys and other professionals to review and analyze PERC operations. Each Town is allowed to vote for the members of the MRC governing board.

Estimated Requested
This Year Next Year

PERC The Penobscot Energy Recovery Company (PERC) charges us a fee per ton for the MSW (Municipal Solid Waste) which our garbage trucks dump at the PERC incinerator in Orrington.

FY22 - Estimated at the same rate of increase as last year: plus \$7,000 142,471

FY23 - Estimated at the same rate of increase as this year: plus \$7,000 149,471

Recycling With the Select Board's decision to restart our recycling program (see above), the Town will generate less tonnage that will need to be processed at PERC. Those savings are estimated as follows:
Avoided Cost

Estimated Requested
This Year Next Year

	<i>Trips/Mo.</i>	<i>Trips/Yr.</i>	<i>Tons/Trip</i>	<i>Tons/Yr.</i>	<i>Per Ton</i>
FY22 -	0	0	0	0	\$62.50
FY23 -	1	12	30	360	\$62.50

0

(22,500)

Total - PERC & Muni.Rev.Cmt. *

\$142,471

\$126,971

~ End of Appendix CS ~

Community Service Organizations - 445**Appendix CSO****Breakout for Warrant Articles**

It is the policy of the Select Board that any Community Service Organization request of \$10,000 or more shall be placed on a Warrant article to be voted separately at Town Meeting.

<i>Article Number</i>	<i>Organization</i>	<i>Requested Next Year FY23</i>
21	Harbor House	59,640
22	Mt Height Cemetery	12,500
23	SWH Public Library	60,000
24	SWH/T Nursing Services	78,000
25	Balance of Community Service Organizations	26,126
Breakout Total		236,266
Line Item Total		236,266

~ End of Appendix CSO ~

Debt Service - 425-7020**Appendix Dbt**

<i>Acct. No.</i>	<i>Purpose</i>	<i>Bond Series</i>	<i>Payoff Year</i>	<i>Balance 6/30/2023</i>	<i>Amt. Due Next Year FY22</i>
05	FD SCBA Equipment	N/A	2023	0	28,618
15	Main Street Bonds				
	Main Street - Sewer Portion	2013FS-CW	2033	258,582	26,716
	Main Street - Water Portion	2013FS-DW	2035	524,468	43,036
	Main Street - G.O.B.	2013B	2033	429,000	56,867
	Non-reimbursable Portion Sub-total				126,619
	Re-fi Water Bonds	2010D Ln-2	2027	167,907	62,657
	Water Upgrade	2009ARRA-DW	2029	80,626	13,025
	Water Upgrade	2009FR-DW	2029	143,917	23,249
	Refi Sewer Bonds	2010D Ln-1	2033	562,160	74,011
	Reimbursable Portion Sub-total				172,942
15	Total Main Street Bonds				299,561
20	2018 Improvement GO	2018A	2038	1,207,220	116,847
25	2019 Improvement GO	2019A	2039	206,406	18,120
30	Fire Station	2005C	2030	352,000	59,876
40	Ferrero Fire Truck	2011 GOB	Paid Off	0	0
60	Wesley-Mansell Project	2010F	2030	755,102	106,220
65	2018 DW and Lift Station	2018FFR	2050	772,320	31,920
70	2018 Road Improv. CW	2019F	2050	182,941	8,114
80	Water Tank	2012F	2042	352,820	18,570
85	Wastewater Treatment	ESTIMATED	2064	8,000,000	0

- This bond has not been sold yet, pending project completion.

- The FY22 Budget raised \$174,000 for this debt service, but we did not have to use it since the bonds had not been sold. Consequently, the Selectboard will need to pass a motion at the end of FY23, designating these funds for future bond payments.

~ End of Appendix Dbt ~

Dispatch Division - 480**Appendix Dsp****480-1000-10 Salaries**

Authorized Positions	Number of Positions		Hours Per Week		Authorized Pay Rate		Rate	Annual Pay	
	This Year	Next Year	This Year	Next Year	This Year	Next Year		This Year	Next Year
Classification							Adjust- ment		
Dispatcher-1	1	1	40	40	\$20.34	\$21.54	5.9%	42,307	44,803
Dispatcher-2	1	1	40	40	\$20.34	\$21.54	5.9%	42,307	44,803
Dispatcher-3	1	1	40	40	\$20.34	\$21.54	5.9%	42,307	44,803
Dispatcher-4	1	1	40	40	\$20.34	\$21.54	5.9%	42,307	44,803
PT Dispatcher	1	1	8	8	\$17.50	\$18.03	3.0%	7,280	7,498
Overtime	Lump Sum							30,000	31,770
* Wages and benefits set by union contract.									
Total - Salaries								\$206,509	\$218,482

480-3020-10 Telephone

FY24 - If the Town votes in FY23 to replace the telephone connection from Dispatch to the antennae tower as suggested in the CIP, this line item can be reduced by about \$1200 per year in future budgets.

~ End of Appendix Dsp ~

Fire Department - 485**Appendix FD****485-1000-10 Salaries**

Authorized Positions	Number of Positions		Hours Per Week		Authorized Pay Rate		Rate	Annual Pay	
Classification	This Year	Next Year	This Year	Next Year	This Year	Next Year	Adjustment	This Year	Next Year
Chief	1	1	21	21	\$23.11	\$23.80	3.0%	25,236	25,993
Deputy Chief	1	1	Vol. Stipend		\$3,811	\$3,925	3.0%	3,811	3,925
Captain	1	1	Vol. Stipend		\$1,850	\$1,906	3.0%	1,850	1,906
Captain-EMS/Rescue	1	1	Vol. Stipend		\$1,850	\$1,906	3.0%	1,850	1,906
Custodian	1	0	3	0	\$25.00	\$25.75	3.0%	0	0
Total - Salaries								\$32,747	\$33,730

485-2010-60	Sewer	Estimated This Year	Requested Next Year
FY21 - The Town was overbilled by the Water & Sewer District due to a faulty deduct meter, so we have a large credit.		0	0
Total - Sewer		\$0	\$0

485-2030-10	Vehicle Repairs & Maintenance	Requested Next Year
Requested For Next Year		
Truck # E103 needs 6 tires at \$250 each Replaces original equipment tires from 2001.		1,500
Radio Maintenance & Technology Support		3,000
Miscellaneous Repairs & Maintenance		13,000
Total - Vehicle Repairs & Maintenance		\$17,500

485-2060-50	Safety/Medical Supplies
FY23 - Since the department is providing more emergency medical services, medical supplies have increased.	
Total - Safety/Medical Supplies	

~ End of Appendix FD ~

Harbor Department - 490**Appendix Hbr****490-1000-10 Salaries**

Authorized Positions	Weeks Per Year		Hours Per Week		Authorized Pay Rate		Rate Adjust-ment	Annual Pay	
	This Year	Next Year	This Year	Next Year	This Year	Next Year		This Year	Next Year
Harbormaster	52	52	40	40	\$26.00	\$27.81	7.0%	54,080	57,845
Step Raise	13	13	40	40	\$1.00	\$1.00		520	520

FY22 - Step raise due upon certification as Harbormaster

FY23 - Step raise due upon certification as Advanced Harbormaster

Deputy Harbormaster	20	20	16	16	\$20.34	\$20.95	3.0%	6,509	6,704
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Total - Salaries								\$61,109	\$65,069
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490-2010-10 Electricity

FY22 - With a fulltime Harbormaster now working out of the office at the Manset Town Dock, we anticipate higher electrical bills.

490-2010-20 Telephone

FY22 - We needed to replace the Harbormaster's cell phone.

490-2030-10 Repairs & Maintenance

FY22 - Tires purchased for pickup truck

490-2040-40 Solid Waste Disposal

FY23 - We need to rent a dumpster for the Upper Town Dock.

490-2040-45 Portable Toilets

FY22 - With a fulltime Harbormaster now working out of the office at the Manset Town Dock, we needed to extend the portable toilet rental there to add December through March.

490-2060-76 Medical Health

FY22 - Pre-employment physical exams are now required for all new employees in physically demanding positions.

~ End of Appendix Hbr ~

Health Insurance**Appendix Hlt****For All Departments**

Actual rate increase this calendar year 4.0%
 Estimated increase next calendar year 4.0%

Rates & Other Expenses	<i>Calendar Year 2022 Premium</i>	<i>Calendar Year 2022 Total</i>	<i>Admin</i>	<i>Bucket</i>	<i>Admin. Annual</i>	<i>Calendar Year 2022 Total</i>	<i>Coverage Class Code</i>
Single (EMP)	957.46	11,489.52	78.00	150.00	25.00	11,743	EMP
Employee & Children (EC)	1,562.30	18,747.60	78.00	250.00	25.00	19,101	EC
Employee & Spouse (ESP)	2,147.70	25,772.40	78.00	250.00	25.00	26,125	ESP
Family (FAM)	2,147.70	25,772.40	78.00	250.00	25.00	26,125	FAM

<i>Full-time Employees</i>	<i>Job Title</i>	<i>Coverage Type</i>	<i>Calendar Year 2022 Cost</i>	<i>Calendar Year 2023 Estimate</i>	<i>Requested Next Year FY23</i>
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Administration - 405

Lowell, Marilyn	Manager	EMP	11,743	12,212	11,977
LaHaye, Jennifer	Town Clerk	FAM	26,125	27,170	26,648
Gatcomb, Becky	Bookkeeper	EMP	11,743	12,212	11,977
Sarah Anderson	Deputy Clerk	FAM	26,125	27,170	26,648

Cost Center Total \$77,251

Highway Department - 460

Alley, Scott	Foreman	ESP	26,125	27,170	26,648
Faulkingham, Michael	Laborer II	FAM	26,125	27,170	26,648

Cost Center Total \$53,296

Police Department - 475

Hall, John	Chief	FAM	26,125	27,170	26,648
Miller, Michael	Deputy Chief	EMP	26,125	27,170	26,648
Bernhardt, Colt	Patrol Officer	None	n/a	0	0
Bosch-Willett, Thomas	Patrol Officer	EMP	11,743	12,212	11,977
Burke, Franklin	Patrol Officer	FAM	26,125	27,170	26,648

Cost Center Total \$91,921

Dispatch Division - 480

Brown, Jason	Dispatcher	FAM	26,125	27,170	26,648
Carciofolo, Vincent	Dispatcher	EMP	11,743	12,212	11,977
Fitzgerald, Sabrina	Dispatcher	EMP	11,743	12,212	11,977
Patton, Traci	Dispatcher	EMP	11,743	12,212	11,977

Cost Center Total \$62,580

Harbor Department - 490

Curry, Oliver	Harbormaster	EMP	11,743	12,212	11,977
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Cost Center Total \$11,977

~ End of Appendix Hlt ~

Highway Department - 460**Appendix Hwy****460-1000-10 Salaries**

Authorized Positions Classification	Number of Positions		Hours Per Week		Authorized Pay Rate		Rate Adjust- ment	Annual Pay	
	This Year	Next Year	This Year	Next Year	This Year	Next Year		This Year	Next Year
Foreman *	1	1	40	40	\$27.58	\$29.21	5.9%	57,366	60,751
Laborer II *	1	1	40	40	\$22.75	\$24.09	5.9%	47,320	50,112

* Wages and benefits set by union contract.

FY23 - Union contract expires December 31, 2022

Total - Salaries								\$104,686	\$110,863
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460-4010-60 Road Signs		<i>Estimated This Year</i>	<i>Requested Next Year</i>
FY23 - The Select Board has created a task force to recommend changes to our signage			2,500
Total - Road Signs		\$0	\$2,500

460-4000-10 Snow Removal Contracts

This General Fund account is no longer needed since we have a "Contract Snow Removal Reserve" account.

~ End of Appendix Hwy ~

Insurance - 430

Appendix Ins

430-2020-20 Fidelity

Certain public officials (Treasurer, etc.) are required by law to be bonded.

430-2020-60 Fire Life Supplement

This is supplemental life insurance that is to be provided to our volunteer fire fighters.

FY22 - Added to the Town Budget for the first time, but it has not yet
been purchased.

~ End of Appendix Ins ~

Municipal Buildings - 435**Appendix MB****Including Town Office and Public Restrooms****1000 Salaries**

Authorized Positions	Weeks per Year		Hours Per Week		Authorized Pay Rate		Rate Adjust-ment	Annual Pay	
	This Year	Next Year	This Year	Next Year	This Year	Next Year		This Year	Next Year
<i>Classification</i>									
Custodian	22	22	17	17	\$13.52	\$15.99	18.2%	5,056	5,979

In the summer, cleans the public restrooms downtown and at the Upper Town Dock. Also, empties public trash cans on the weekends.

FY23 - Market Adjustment \$2.00
 With the difficulty of filling such positions, it behooves us to increase pay next year.

Total - Salaries								\$5,056	\$5,979
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~ End of Appendix MB ~

Police Department - 475**Appendix PD****475-1000-10 Salaries**

Authorized Positions Classification	Weeks Per Year		Hours Per Week		Authorized Pay Rate		Rate Adjust- ment	Annual Pay	
	This Year	Next Year	This Year	Next Year	This Year	Next Year		This Year	Next Year
Chief	52	52	Salaried		78,000	80,340	3.0%	78,000	80,340
Lieutenant *	52	52	40	40	\$28.76	\$30.46	5.9%	59,821	63,350
Patrol Officer 1 *	52	52	40	40	\$25.52	\$27.03	5.9%	53,082	56,213
Patrol Officer 2 *	52	52	40	40	\$25.52	\$27.03	5.9%	53,082	56,213
Patrol Officer 3 *	52	52	40	40	\$25.52	\$27.03	5.9%	53,082	56,213
PT Patrol Officer	52	52	8	8	\$22.52	\$23.20	3.0%	9,368	9,649
Parking Officer	25	25	20	20	\$17.50	\$18.03	3.0%	8,750	9,013
Overtime			Lump Sum					50,632	52,151

* Wages and benefits set by union contract.

FY23 - Union contract expires December 31, 2022

FY23 - Retirement:

Lt. Miller has announced his retirement in October 2022.

- At that time, the Town will need to payout part of his accumulated leave, which will be paid out of the Wage & Benefits Reserve.

- Hiring his replacement will entail substantial costs, as explained later in this appendix.

Total - Salaries	\$365,816	\$383,143
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220-72 Police Recruitment Reserve

	Estimated This Year	Requested Next Year
Hiring a replacement for a police officer vacancy will entail substantial costs, such as:		
Training Maine Criminal Justice Academy (MCJA)		3,000
Uniforms & Equipment MCJA		1,200
SWHPD		5,000
Polygraph and Psychological Exams		1,500
Overtime For the recruit and their Field Training Officer		?????
It appears that these expenses could be paid from the Police Recruitment Reserve, account 220-72.		
Total - Police Recruitment Reserve	\$0	\$10,700

~ Appendix PD Continued on Next Page ~

NEW POSITION REQUESTED

Patrol Officer

Authorized	Number of Positions		Hours Per Week		Authorized Pay Rate		Rate	Annual Pay	
	This Year	Next Year	This Year	Next Year	This Year	Next Year	Adjust- ment	This Year	Next Year
Classification									
Patrol Officer #4	0	1	0	40	\$25.52	\$27.03	5.9%	0	56,213
Benefits:	Benefits at						43.4% of Wages =	24,370	
Overtime Reduction:	ETY Annual Hourly Wages				228,434				
	Target Overtime Rate				10.0%				
	Target Overtime Wages				22,843				
	Current Annual Overtime				50,632		22%		
	Estimated OT Reduction				27,789	Estimated OT Reduction =		(27,789)
Total - NEW POSITION REQUESTED								\$0	\$52,795

475-2050-20 Computer Licenses

FY22 - We needed to upgrade our computers to new software

475-2060-20 Equipment	Estimated	Requested
	This Year	Next Year
Usual expenses - Normal, year to year miscellaneous equipment expenses	2,500	2,500
Total - Equipment	\$2,500	\$2,500

~ End of Appendix PD ~

Revenues**Appendix Rev****Budgeting Approach**

Generally -

- 1 I estimated this year's revenue (FY22) at the average of the last two year's actual receipts.
 - A If this didn't look reasonable, then I divided the YTD by six months and multiplied by 12 months to get a full year's estimate.
- 2 I estimated next year (FY23) at the average of the previous three years.
- 3 If there were significant exceptions to either approach, then I tried to put a note in Appendix Rev.

405-120 Homestead Exemption Reimbursement

The State's only significant property tax relief effort is the Homestead Property Tax Abatement program. By law, the State must reimburse the Town for the taxes lost, but they regularly underfund the reimbursement so they can spend the money themselves. Complicating this calculation is that the State reduces our payments according to our State assessment ratio. This reimbursement for our lost revenue is usually paid in two installments, both (normally) received by the end of December.

			<i>Estimated This Year</i>	<i>Requested Next Year</i>
		<i>This Year</i>		
FY22	First Payment	Actual > 64,487		
	Second Payment	Estimated > 64,487		
	Total Payments	128,974	128,974	
FY23	Estimated at the average of the previous three years.			92,895
Total - Homestead Exemption Reimbursement			\$128,974	\$92,895

405-210 Federal Payments in Lieu of Taxes

The Federal government is required by law to reimburse local governments for a portion of the taxes lost when it acquires property, although their good intentions often fall short when not enough funds are appropriated by the legislature. When its budget is sufficient, the Town receives Payments in Lieu of Taxes (PILTs) for land acquired by Acadia National Park. Generally, these payments tend to drop slightly each year, unless they acquire more land.

FY22	Estimated at just slightly less than the previous year.
FY23	Estimated at just slightly less than the previous year.

405-220 Other Payments in Lieu of Taxes

In addition to the Federal Payments in Lieu of Taxes (PILT's) shown above, the Town usually receives a PILT from the non-governmental Maine Coast Heritage Trust.

FY22	This Year estimated at the average of the two previous years.
FY23	Next Year estimated at the average of the three previous years.

~ Continued on Next Page ~

405-310 Cable TV Franchise Fee

FY22	Estimated at the average collections for the last two fiscal years.
FY23	Estimated at the average collections for the last three fiscal years.

405-340	Motor Vehicle Excise Tax			Estimated This Year	Requested Next Year
Auto Excise Tax is paid annually every month of the year. As the economy improves, it rises rapidly, but as the economy falls, it falls rapidly, so it can be very difficult to estimate. While I don't have any historical data specific to Southwest Harbor, in Bar Harbor we found that 53% of our Excise Tax revenue was received in the first six months of the fiscal year, so that approach has been used to estimate This Year's revenue.					
	Actual First Half	Percent of Total	Estimated Second Half	Estimated This Year	Requested Next Year
FY22	255,940	53%	226,966	482,906	
FY23	Estimated at the same amount as This Year.				482,906
Total - Motor Vehicle Excise Tax				\$482,906	\$482,906

803-00 Unassigned Fund Balance Used *

The final FY21 audit (for the year ending June 30, 2021) is not yet complete, but we ended last year with revenues over budget and expenses well under budget, so I am confident that we will increase fund balance this year. The FY20 audit determined that our Unassigned Fund Balance in the General Fund was \$1,561,941, but we used \$152,500 to reduce taxes this year (FY22), so we will end the current fiscal year with something over \$1,409,441. While that may seem like a lot of money, the general rule of thumb is that a community should hold about 25% of its General Fund expenses in unassigned fund balance, so we should try to get our fund balance up around \$2.4 million dollars. Currently our unassigned fund balance is only 15% of our FY23 expenditures of \$9,587,710. Consequently, the Select Board voted on January 25, 2022 to use no fund balance next year.

220-01 Revenue Sharing Resv. Transfer-in*

Municipal Revenue Sharing is a state grant program to which all municipalities are entitled, based on a statutory formula. Among other things, funds for these grants come from sales taxes, so this program is very sensitive to changes in the state economy, but even more subject to the whims of the State Legislature, which often cuts our allocation to close State budget gaps.

By State Law, the General Fund can only use the amount which Town Meeting appropriates, even though that amount is always different than the amount that the State actually gives us. Consequently, Municipal Revenue Sharing checks are deposited to this "restricted fund", called the Municipal Revenue Sharing Fund, and the amount appropriated by Town Meeting is transferred to the General Fund as revenue, leaving the difference in the MRS Fund for use at a later time.

See Appendix Rsv for actual calculations of the amount we recommend using as General Fund revenue.

450-103 American Rescue Plan Act Grant

The Select Board has voted to use the entire proceeds of this two-year grant for the storm drains required for the Main Street Project.

~ Continued on Next Page ~

450-104 ME Dept. Marine Resources Grant

This is the state grant received for the planning of improvements to the Hook Lot at the Manset Town Dock. This is a reimbursement grant. As of January 7, the State has been billed but has not yet reimbursed the Town.

~ End of Appendix Rev ~

Reserved and Restricted Funds**Appendix Rsv**

Including Municipal Revenue Sharing, Grants, Conservation Commission Reserves and the Police Fund

G/F Acct.No. G 1-		Account Name	Estimated This Year - FY22					Requested Next Year - FY23				Goal Comparison		
			Estimated Balance 6/30/21	Appropriation FY22	Revenue & Int. FY22	Transfers In (Out) FY22	Estimated Expense FY22	Estimated Balance 6/30/22	Appropriation FY23	Revenue & Interest FY23	Transfers In (Out) FY23	Estimated Expense FY23	Estimated Balance 6/30/23	Goal Balance
Reserves - 220														
220-01	State Revenue Sharing Reserve *		51,253	0	6,337	0	164,477	n/a	0	0	13,317	200,000	200,000	0
220-02	Wage & Benefit Reserve *		21,568	15,000	0	0	30,231	0	0	0	0	16,914	15,000	1,914
220-05	Tax Abatement Reserve		13,306	0	0	0	12,887	0	0	0	0	12,887	8,000	4,887
220-06	Legal & Accounting Reserve		45,376	24,000	0	0	54,376	0	0	0	0	54,376	45,000	9,376
220-07	Professional Development Resv.*		18,241	2,000	0	0	11,241	8,759	0	0	0	20,000	20,000	0
220-08	Rd.Crossing Safety/Maint. Resv.		23,364	3,000	0	0	1,680	18,320	0	0	0	20,000	20,000	0
220-09	Water & Sewer Infrastructure Resv.		176,559	100,000	0	0	276,559	0	0	0	0	276,559	200,000	76,559
220-14	D.A.R.E. Program Reserve		396	0	0	0	396	604	0	0	0	1,000	1,000	1,000
220-15	School Playground Reserve		30,000	0	0	0	30,000	0	0	0	0	30,000	30,000	30,000
220-17	Townwide Planning Reserve		4,878	10,000	0	0	14,878	0	0	0	0	14,878	15,000	(122)
220-19	Unemployment Comp. Reserve		11,785	4,000	0	0	15,772	0	13	0	0	15,772	10,000	5,772
220-20	Rhoades Park Reserve (See Apx. CC)		4,387	20,000	1,421	0	13,995	7,500	11,812	0	0	21,495	25,000	(3,505)
220-23	Tree Reserve (See Appendix CC)		2,250	0	0	0	0	2,250	2,250	0	0	2,250	2,250	2,250
220-24	Health Retirement Acct. Reserve		23,994	52,000	0	0	65,994	6,007	10,000	0	0	72,001	72,000	1
220-25	Historic Cemetery Reserve		17,500	0	0	0	17,500	0	0	0	0	17,500	15,000	2,500
220-33	Shellfish Conservation Reserve		6,982	0	0	0	6,982	0	0	0	0	6,982	10,000	6,982
220-34	Contract Snow Removal Reserve		6,000	3,500	0	0	9,500	2,500	0	0	0	12,000	10,000	2,000
220-35	Highway Small Projects Reserve		0	35,000	0	0	25,650	24,350	9,350	0	0	50,000	50,000	0
220-37	Culvert Replacement Reserve		(159)	5,000	0	0	4,841	20,000	0	0	0	24,841	5,000	19,841
220-38	Highway Salt & Sand Reserve		6,716	45,000	0	0	51,716	5,000	0	0	32,000	24,716	45,000	(20,284)
220-39	Paving Reserve		78,186	135,000	0	83,643	112,300	107,700	184,529	0	0	220,000	220,000	0
220-40	General Assistance Reserve		5,886	3,500	0	0	9,386	0	0	0	0	9,386	5,000	4,386
220-41	Records Preservation Reserve		6,600	0	0	0	6,600	8,400	0	0	0	15,000	15,000	0
220-42	Junior Fire Department Reserve		2,160	300	0	0	2,460	0	0	0	0	2,460	1,000	1,460
220-50	Sidewalk Reserve		234	0	0	0	234	0	0	0	0	234	234	234
220-52	Mapping Update Reserve		3,207	1,000	0	0	4,207	0	0	0	0	4,207	1,500	2,707
220-68	PD Cruiser Emergency Repair Resv.		6,564	4,500	0	0	11,064	7,000	0	0	4,000	14,064	8,000	6,064
220-72	Police Recruitment Reserve (Apx PD)		12,000	12,000	0	0	24,000	26,700	0	0	0	40,000	40,000	0
220-82	Swap Shop Reserve		434	0	195	0	434	0	195	0	0	434	0	434
220-90	FD Equip. Emergency Repair Resv.		2,640	4,000	0	0	6,640	5,360	0	0	0	12,000	12,000	0

G/F Acct.No. G I-	Account Name	Estimated This Year - FY22						Requested Next Year - FY23				Goal Comparison		
		Estimated Balance 6/30/21	Approp- riation FY22	Revenue & Int. FY22	Transfers In (Out) FY22	Estimated Expense FY22	Estimated Balance 6/30/22	Approp- riation FY23	Revenue & Interest FY23	Transfers In (Out) FY23	Estimated Expense FY23	Estimated Balance 6/30/23	Goal Balance	Excess or (Shortfall)
220-91	Property Revaluation Reserve	0	0	0	0	0	0	92,500			37,000	55,500	n/a	n/a
Grants - 224														
224-13	King Grant: Fire Respondr Jackets *	204	0	0	0	0	204	0				204	n/a	n/a
224-30	Safe Rts.to School Grant (Main St) *	9,886	0	0	0	0	9,886	0				9,886	n/a	n/a
224-90	Trail Grant *	4,276	0	0	0	0	4,276	0				4,276	n/a	n/a
224-92	Septic Tank Grant *	131	0	0	0	0	131	0				131	n/a	n/a
224-94	Wellness Grant *	125	0	0	0	0	125	0				125	n/a	n/a
Conservation Commission - 100														
100-20	Consv.Comm: Endowment Resv. *	200,453	0	0	0	0	200,453	0				200,453	n/a	n/a
100-26	Consv.Comm: Future Projects Resv*	85,115	0	0	0	0	85,115	0				85,115	n/a	n/a
100-28	Consv.Comm: Construction Resv.*						Old Acct.	0				n/a	n/a	n/a
Police Fund - 805														
805-00	Police Fund Reserve *	0	0	0	0	0	0	0				0	n/a	n/a
Total Town Funds		882,497	478,800	189,841	8,643	273,589	1,286,191	342,950	188,225	152,702	97,017	1,567,646	1,057,500	154,456

* = See below for further details.

478,800 Budget This Year

(135,850) Requested Next Year is Over or (Under) Budget This Year

~ Reserve Account Descriptions Start on Next Page ~

General Reserve and Restricted Funds

General Reserve Funds - When fund balance is reserved, it either means that the resources are in a form that cannot be appropriated and spent (such as inventory) or that the resources are legally limited to being used for a particular purpose.

Restricted Funds - Includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, or amounts constrained due to constitutional provisions or enabling legislation.

The general rule is that reserved and restricted funds can only be spent for the purpose for which they were put aside, unless approved by the governing body that established the account. For example, the Town Manager or Select Board cannot change the use of a reserve account without getting Town Meeting approval of a warrant article authorizing them to do so.

220-01 State Revenue Sharing Reserve *

Municipal Revenue Sharing is a state grant program to which all municipalities are entitled, based on a statutory formula. Among other things, funds for these grants come from sales taxes, so this program is very sensitive to changes in the state economy, but even more subject to the whims of the State Legislature, which often cuts our allocation to spend it themselves.

By State Law, the General Fund can only use the amount which Town Meeting appropriates, even though that amount is always different than the amount that the State actually gives us. Consequently, Municipal Revenue Sharing checks are deposited to this "restricted fund", called the Municipal Revenue Sharing Fund, and the amount appropriated by Town Meeting is transferred to the General Fund as revenue, leaving the difference in the MRS Fund for use at a later time.

Revenues

In most years, the State sends us monthly checks, which tend to average about one-twelfth of the total amount received each year.

	<i>Estimated Revenue</i>	<i>Monthly Payments Received</i>	<i>Year to Date Nov.</i>	<i>Average/ Month</i>	<i>Estimated This Year</i>	<i>Requested Next Year</i>
FY22	This Year was estimated by averaging the year-to-date receipts.	5	78,427	15,685	188,225	
FY23	Next Year was estimated at the same amount as this year.					188,225

Account Balance

I recommend that we set a goal of trying to maintain a fund balance of around \$200,000
This will give us at least a one year buffer in the event the State Legislature decides not to transfer the statutorily required revenues.

	<i>Year Before Last FY20 Audited</i>	<i>Last Yr. FY21 Actual</i>	<i>This Year FY22 Estimated</i>	<i>Next Yr. FY23 Requested</i>
Year End Account Balances	102,729	51,253	164,477	200,000
Change		(51,476)	113,225	35,523

Transfers Out

FY22	This Year's budgeted transfer out was already set by Town Meeting last year.....	(75,000)	
FY23	Next Year's transfer to the General Fund was budgeted as follows:		
	The estimated amount we expect to receive from the State next year.....		188,225
	Plus the excess fund balance being carried in the Revenue Sharing Fund:		
	Estimated Balance at the end of This Year:	164,477	
	Minimum Recommended Balance	200,000	
	Fund Balance available for use	(35,523)	(35,523)
Total Transfers Out		(\$75,000)	\$152,702

~ Continued on Next Page ~

220-20 Rhoades Park Reserve (See Apx. CC)

Details of their budget request are shown in Appendix CC.

220-23 Tree Reserve (See Appendix CC)

Details of their budget request are shown in Appendix CC.

New Property Revaluation Reserve

We have been advised that our assessment ratios have worsened to the point that we have to begin a full property tax revaluation. This is a process that will take three years, with payments to the revaluation contractor spread over the same time. The proposed payments are as follows:

FY23	37,000
FY24	37,000
FY25	18,500
Total	92,500

224-13 King Grant: Fire Respondr Jackets *

This was a grant received in the 2020 Fiscal Year that was intended for the Fire Department to purchase jackets.

224-30 Safe Rts.to School Grant (Main St) *

This may have been intended for the school crossing light, but there was another project in the works to make a walkway from the road through the grass in the school parking lot so that students weren't walking through the driving part of the parking lot to get into the school. We are not sure the status of this project or when we received this grant.

224-90 Trail Grant *

We are unsure of the intended use.

224-92 Septic Tank Grant *

This was probably a grant from the Maine DEP to replace a privately-owned septic system that was polluting surface or groundwaters. Considering that the current (November 2021) balance is only \$131.40, the Select Board should close this account to fund balance.

224-94 Wellness Grant *

We are unsure of the intended use, but the Maine Municipal Employees Health Trust used to award such grants. Considering that the current (November 2021) balance is only \$124.53, the Select Board should close this account to fund balance.

100-20 Consv.Comm: Endowment Resv. *

General checking account at The First from which the Conservation Commission pays all its bills, mostly from Charlotte Rhoades Park. Details of their budget request are shown in Appendix CC.

100-26 Consv.Comm: Future Projects Resv*

This is the Conservation Commission's savings account at The First, which we believe is where they deposit donations.

100-28 Consv.Comm: Construction Resv.*

This was for the construction done on Rhoades Park, but it's all done now, so this account is no longer active.
Considering that the current (November 2021) balance is \$0.00, the Select Board should close this account to fund balance.

805-00 Police Fund Reserve *

This is the Police Department's savings account with Bar Harbor Bank and Trust. It's used similarly to a petty cash fund.

~ End of Appendix Rsv ~

FY 2022-2023 CSO FUNDING REQUESTS

The following Non-Profit community service organizations have requested funds from the Town of Southwest Harbor.

Organization	Requested FY 22-23	Funded FY 21-22
Bar Harbor Food Pantry	2,500	2,500
Downeast Health/WIC	1035	1,035
Downeast Horizons/Health	1,800	1,800
Eastern Agency on Aging	1,500	1,500
Northern Light Home Care	1,870	1,870
Hospice of Hancock County	1,000	1,000
Island Connections	2,500	2,500
Island Explorer Bus Service	n/a	n/a
MDI Community Campfire Coalition	3,000	3,000
Mount Heights Cemetery	12,500	12,500
Westside Food Pantry	2,500	2,500
Downeast Community Partners	3,574	3,574
Harbor House	59,640	59,640
SWH Public Library	60,000	60,000
SWH-Tremont Nursing Services	78,000	78,000
Families First	n/a	1,000
Life Flight	882	882
MT Desert Nursing Assoc	n/a	2,000
SWH Historical Society	2,500	2,500
Island Housing Trust	2,500	2,500



36 Mount Desert Street
P.O. Box 434
Bar Harbor, Maine 04609-0434
207 288 3375
www.barharborfoodpantry.org

November 30, 2021

Dana Reed, Interim Town Manager
PO Box 745
Southwest Harbor, ME 04679

Dear Mr. Reed:

On behalf of the Bar Harbor Food Pantry, I am seeking continuous support toward supporting our vital work in your community and other regions of Hancock County. This past year we served 36 residents of Southwest Harbor in multiple ways. We provide customized food boxes that either can be picked up here at the pantry or on Thursday we have a dedicated volunteer driver who delivers to patron's home. On Fridays, we offer Fresh Food Friday at the pantry where we put out fresh vegetables and fruits for the community to receive food for the weekend. We partner with local organic farmers to get the very best produce. In addition, we offer in store shopping market experience twice a week. We also partner with the Southwest Harbor Clinic to provide emergency meals for patients expressing food insecurity concerns.

We receive no state or federal funding so must generate funding through the financial support of individuals, foundations, towns and local businesses. Your contribution of \$2,500 was most helpful in being able to provide dignified food service to those in your community most in need. We have worked hard to seek grants and public funding that ought to provide the necessary funding to continue operating at the required level to ensure that citizens of Southwest Harbor do not experience food insecurity.

We could not do the work we do without the support of Southwest Harbor and neighboring communities.

Yours truly,

Owen J. Logue
Interim Executive Director



36 Mount Desert Street
P.O. Box 434
Bar Harbor, Maine 04609-0434
207 288 3375
www.barharborfoodpantry.org

Town of Southwest Harbor Community Service Organization Funding Request

Organization Name: Bar Harbor Food Pantry
Mailing Address: PO Box 434
Bar Harbor, ME 04609
Contact Person: Owen J. Logue
Phone: 207-288-3375
E-mail: ojlogue@bhfp.org
Amount Requested: 2,500
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 80-0382871

Program Description: We provide food and other household items at no cost to any resident of Bar Harbor that seeks assistance. All patrons, are allowed to use the pantry up to four times per month to ensure they are receiving enough food. We also deliver food boxes for those without modes of transportation.

Program Budget

Income:

Federal/State Funds:	\$ 0
County Funds;	\$ 0
Municipal Funds:	\$ 15,742 (SWH \$2,500)
Grants:	\$ 54,700
Donations:	\$ 487,943
Fundraising:	See above
User Fees/Service Fees:	\$ 0
Investments:	\$ 414 income
Other	0
Total Income:	\$ 558,780



36 Mount Desert Street
P.O. Box 434
Bar Harbor, Maine 04609-0434
207 288 3375
www.barharborfoodpantry.org

Expenses:

Salaries & Benefits:	\$ 145,000
Program Supplies (food)	\$ 150,000
Utilities	\$ 1,200
Rent/Mortgage (2 rentals)	\$ 35,000
Fundraising Expenses:	\$ 2,000
Other: Repairs	\$ 3,000
Other: Tax/payroll/insurance	\$ 3,800


Total Expenses: \$ 340,000

Net Profit/Loss: + \$ 217,589

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.


Signature

Owen J. Logue
Printed Name

11/30/2021
Date

Interim Executive Director
Title



36 Mount Desert Street
P.O. Box 434
Bar Harbor, Maine 04609-0434
207 288 3375
www.barharborfoodpantry.org

Bar Harbor Food Pantry Budget 2022

Salaries and benefits	\$145,000
Purchase of Food	\$150,000
Rent and utilities (2 rentals)	\$ 35,000
Taxes and insurance	\$ 5,000
Miscellaneous- maintenance	\$ 5,000
Anticipated Budget	\$340,000

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: WIC Program
Mailing Address: 248 State St. Suite 3A - Box 10
Ellsworth, ME 04605
Contact Person: Elizabeth Curtis
Phone: 207-701-9751
E-mail: ecurtis@mainefamilyplanning.org
Amount Requested: \$1,035
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0317679
Program Description: WIC provides income-eligible families with a package of healthy foods, health care screenings, breastfeeding support/education and community resource referrals. We also provide books for early literacy.

Program Budget

Income:

Federal/State Funds:	<u>\$468,439 (15 month budget due to 3 mo. extension.)</u>
County Funds:	<u></u>
Municipal Funds:	<u>\$51,097 (" "</u>
Grants:	<u></u>
Donations:	<u></u>
Fundraising:	<u></u>
User Fees/Service Fees:	<u></u>
Investments:	<u></u>
Other <u>Food dollars (a wash)</u> :	<u>\$1,78,353</u>
Total Income:	<u>\$1,697,889</u>

Expenses:

Salaries & Benefits:	\$351,605 (15 months)
Program Supplies:	\$2,163 " "
Utilities:	\$6,802 " "
Rent/Mortgage	\$51,240 " "
Fundraising Expenses:	0
Other: <u>client travel</u>	\$10,687
Other: <u>maintenance</u>	\$6,149
Other: <u>Food (2 wash)</u>	\$1,178,353
Total Expenses:	<u>1,697,889</u>
Net Profit/Loss:	<u>\$0</u>

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

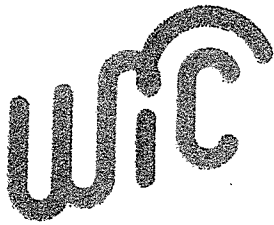
All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Yvonne G. Brown
Signature

11/1/2021
Date

Tammy Jacobs
Printed Name

WIC Director
Title



WIC Program
248 State St. Suite 3A, Box #10
Ellsworth, ME 04605
Tel: 667-5304 ext. 7228 Fax: 667-6117
Serving Washington and Hancock Counties



Town of Southwest Harbor
P.O. Box 745
Southwest Harbor, Maine 04679

WIC would like to extend gratitude for the contribution of \$1,035 to the program this year. 26 Southwest Harbor residents participated in the program this year. They received a nutritionally balanced food package, breastfeeding support from Certified Lactation Consultants and materials such as hospital grade breast pumps, storage bags, diapers, wipes and more.

This year to remove transportation barriers WIC utilized a portion of municipal funding to create a partnership with Circle K and purchase fuel cards for families in need. This benefit would not have been possible without municipal funds. I have included information on this program in the application packet. Municipal funds were also recently used to purchase books for children to promote early literacy and language. We focused on books focusing on kindness, diversity, inclusion and emotional regulation as well as books for parents on toilet training, grief and co-parenting.

We welcome any questions and look forward to collaborating to best serve your residents next year.


Tawney Jacobs

**FAMILY PLANNING ASSOCIATION
OF MAINE, INC.
D/B/A MAINE FAMILY PLANNING**

FINANCIAL REPORT

June 30, 2020 and 2019



"Helping people reach their dreams"

November 23, 2021

Board of Selectmen
Town of Southwest Harbor
PO Box 745
Southwest Harbor, ME 04679

Dear Board of Selectmen:

We are requesting \$1,800.00 from the Town of Southwest Harbor to enable Downeast Horizons to continue our mission assisting adults and children with disabilities from you town.

The rules governing Mainecare services our clients receive have changes, limits have been imposed, and waiting lists have been implemented. These changes directly affect individuals assisted by Downeast Horizons. Our annual budget of \$8.2 million is very lean and assists people with developmental disabilities by providing residential and community support services. Funds received from municipalities and donors go directly to benefit those we support.

Currently there are 280 individuals receiving direct services... approximately 580 family members served indirectly.... And it is through our partnership with local municipalities that we are able to meet this growing need for services. It is our belief that being included in the community provides additional opportunities, a larger support system, and a higher quality of life to the people we assist.

Please know we are personally grateful to your town for the compassion and past support received for adults and children with developmental disabilities, down syndrome, and autism. There has never been a year that seems to be challenging, yet despite the economic downturn, our communities and donors continue to see Downeast Horizons as a shining, bright light for serving individuals living with developmental disabilities. Witnessing these individuals' bright smiles out in the community and the delight in their eyes, we know they are an investment we see a return on everyday!

Thank you, on behalf of those we assist and for your consideration in providing a safe, secure community life for those served by Downeast Horizons.

Sincerely,

Ashley Johnson
Resource Coordinator

1200 STATE HIGHWAY 3
BAR HARBOR, ME 04609
TEL: 207-288-4234
FAX: 207-288-1056

77 UNION STREET
ELLSWORTH, ME 04605
TEL: 207-667-7464
FAX: 207-667-1977

Downeast Horizons
Board of Directors

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President, Brewer
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Vice President, Lamoine
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Greenville
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Winter Harbor
Mr. Gerry Monteux
Hancock
Mr. John Moore
Ellsworth
Mr. Michael Tadenev
Ellsworth
Mr. Jerry Troger
Ellsworth

Mr. Anthony Zambrano
Executive Director

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Downtown Horizons
Mailing Address: 1200 State Highway 3
Bar Harbor, ME 04609
Contact Person: Ashley Johnson
Phone: 207-667-7464
E-mail: ajohnson@dehi.org
Amount Requested: \$1,800.00
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0331180

Program Description:

Downtown Horizons assists and supports individuals with developmental disabilities to live complete and fulfilling lives.

Program Budget

Income:

Federal/State Funds: \$ 7,826,591.65 - Maine Care
County Funds: —
Municipal Funds: \$ 11,477.00
Grants: \$ 29,329.00
Donations: \$ 40,590.57
Fundraising: —
User Fees/Service Fees: \$ 216,960.00 Room + Board / Food Stamps
Investments: \$ 27,368.38 Interest Income
Other: Other Income \$ 58,262.49
Total Income: \$ 8,210,579.09

Expenses:

Salaries & Benefits:	\$ 4,226,558.28
Program Supplies:	\$ 916,662.79
Utilities:	\$ 81,613.38
Rent/Mortgage	\$ 202,001.83 Homes + program centers
Fundraising Expenses:	—
Other: Taxes + Benefits	\$ 1,129,633.58
Other: Food, Heat, Maintenance, Household	\$ 301,583.84
Other: Insurance, Expenses	\$ 1,352,525.30
Other: G + A, Operations	\$ 8,210,579.09
Total Expenses:	\$ 8,210,579.09
Net Profit/Loss:	\$ 0.00

Please submit the following items along with your completed application:

- ✓ Cover letter outlining request and benefit to the residents of Southwest Harbor;
- ✓ Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- ✓ Organization Budget for Current Fiscal Year;
- ✓ Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Ashley Johnson
Signature

Ashley Johnson
Printed Name

11/23/2021
Date

Resource Coordinator
Title



Eastern Area Agency on Aging

240 State Street

Brewer, ME 04412

(207) 941-2865 (800) 432-7812

www.eaaa.org

Town of: Southwest Harbor

Greetings,

Last year Eastern Area Agency on Aging (EAAA):

- Provided health insurance counseling to over 6,000 community residents,
- Saved community residents \$1.5 million in Medicare premiums, deductibles and copays,
- Provided 223,000 meals to homebound seniors, and
- Provided 45,000 hours of volunteer services across our region.

Because of the generosity of towns across our region, last year we were able to feed **40 older adults for an entire year.** It is through the continued support of towns and municipalities like yours we are able to offer much needed services and resources to community residents in Washington, Hancock, Piscataquis, and Penobscot counties. Included you will find a report listing services EAAA provided to benefit your residents over the past 12 months as well as their associated costs.

As you prepare your town's budget, we ask that you consider Eastern Area Agency on Aging in next year's budget allocation.

➤ Your town's allocation to EAAA last year:	\$ 1500.00
➤ Amount requested for 2022:	\$ 1,500.00

In the meantime, if you have questions, please call Dan Frye at 1-800-432-7812 or dfrye@eaaa.org. We have also enclosed a one-page sheet that provides a summary of the programs and services we provide. Please visit www.eaaa.org to learn more about Eastern Area Agency on Aging's work.

Sincerely,

Dan Frye
Development Manager



EASTERN AREA
AGENCY ON AGING

Eastern Area Agency on Aging

240 State Street

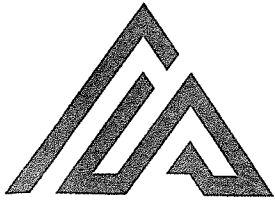
Brewer, ME 04412

(207) 941-2865 (800) 432-7812

www.eaaa.org

Services Provided to the town of: Southwest Harbor			Hancock County
Program Name:	Description:	Units Served:	Cost For Service:
Commodity Supplemental Food Program	Supplemental food for eligible seniors	130	\$ 1,300
Family Care Giver Services	Support and education to individuals caring for loved ones - including Alzheimer's/dementia	3	\$ 342
Furry Friends	Supplemental pet food	180	\$ 90
Home Delivered Meals	Meals on Wheels & 3D Catering	2,903	\$ 20,321
Information & Assistance	Office appointments, home visits and telephone calls linking individuals with available services, including but not limited to Medicare counseling*	65	\$ 2,470
3,281 Unit Services Provided to 48 Resident(s).			
*In 2021, Our State Health Insurance Assistance Program staff and volunteers helped residents save \$1,068 by comparing their health insurance options, including Medicare Part D.			
Total cost of services provided:			\$25,591

Eastern Area Agency on Aging is a 501(c)(3) - Private, Non Profit Organization



Eastern Area Agency on Aging

Town of Southwest Harbor
26 Village Green Way
PO Box 745
Southwest Harbor, ME 04679

240 State Street, Brewer, ME 04412
Tel: (TDD) (207) 941-2865 or (TDD) 1-800-432-7812
Fax: (207) 941-2869 www.eaaa.org

November 19, 2021

Dear Town of Southwest Harbor

Eastern Area Agency on Aging (EAAA) is requesting \$1,500 from the Town of Southwest Harbor for FY22/23.

It is the mission of Eastern Area Agency on Aging to provide older adults, caregivers and adults with disabilities in Hancock, Penobscot, Piscataquis and Washington counties in Maine with the information and access to resources they need to be healthy, engaged and supported in their communities.

Funds received from the town of Southwest Harbor will provide services through the Commodity Supplemental Food Program, family caregiver services, pet food through the Furry Friends Food Bank, Meals on Wheels, and Information and Assistance included but not limited to Medicare Counseling.

In FY21, EAAA served 48 residents in Southwest Harbor. A detailed list of the services provided is attached.

We sincerely thank you for the support you have provided over the last several years.

Sincerely,

Dan Frye
Development Manager

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Eastern Area Agency on Aging
Mailing Address: 240 State Street, Brewer, ME 04412

Contact Person: Dan Frye
Phone: 207 941-2865 ext. 122
e-mail: dfrye@eaaa.org
Amount Requested: \$ 1,500
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0328376
Program Description: See attached sheet that outlines services provided.

Program Budget

Income:

Federal/State Funds:	<u>\$3,303,668</u>
County Funds;	<u>\$5,000</u>
Municipal Funds:	<u>\$50,000</u>
Grants:	<u>\$275,719</u>
Donations:	<u>\$193,977</u>
Fundraising:	<u>\$58,350</u>
User Fees/Service Fees:	<u>\$130,370</u>
Investments:	<u>\$57,050</u>
Other: In-kind/Misc.	<u>\$488,397</u>
Total Income:	<u>\$4,562,531</u>

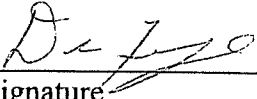
Expenses:

Salaries & Benefits:	<u>\$2,108,667</u>
Program Supplies:	<u>\$1,025,598</u>
Utilities:	<u>\$28,850</u>
Rent/Mortgage	<u>\$130,600</u>
Fundraising Expenses:	<u>\$105,054</u>
Other: indirect	<u>\$642,940</u>
Other: In-kind	<u>\$488,397</u>
Other: Operations	<u>\$32,425</u>
Total Expenses:	<u>\$4,562,531</u>
Net Profit/Loss:	<u>\$0</u>

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.



Signature

11/19/2021
Date

Dan Frye
Printed Name

Development Manager
Title



Northern Light
Health.

November 29, 2021

Town of Southwest Harbor
POB 745
Southwest Harbor, ME 04679-0745

Home Care & Hospice
Foundation
PO Box 931
Bangor, ME 04402-0931

Office 207.780.8624
Fax 207.772.0698

To the Residents and Selectman of Southwest Harbor,

Thank you for your ongoing and generous support of the work that we do at Northern Light Home Care & Hospice. We provide crucial community health services to help your residents remain in the comfort of their own home for as long as they possibly can. We are nurses, rehabilitation therapists, social workers, home health aides and if on hospice, volunteers and spiritual counselors, caring for people when they are released from the hospital following an illness or surgery or who elect hospice services at end of life.

Northern Light Home Care & Hospice faced many challenges this past year, but through it all we have ensured high quality patient care, a devotion to our staff, and a commitment to improving the health of the people and communities we serve. In the twelve months ending September 30, 2021 we have:

- conducted 133,028 visits to 8,087 homecare patients
- conducted 44,870 visits to 1,103 hospice patients

In addition to our Home Health and Hospice programs we provide essential public health services in the community such as COVID-19 pop-up clinics, school located vaccination clinics, and COVID-19 testing at a variety of facilities and businesses. In the twelve months ending September 30, 2021 we have:

- administered more than 40,000 COVID vaccines
- administered more than 10,000 flu vaccines
- administered 100's of homebound vaccinations

These visitation numbers are nothing short of remarkable during these unprecedented times. As an example of the good work we do, I share with you a quote from a grateful family.

"Dianna's and my experience with hospice during her last seven weeks was totally positive. Hospice was very sensitive to our wanting minimum visits due to COVID worries, but the advice we received during the visits that did take place and over the telephone were invaluable. I would not want to go through such an end of life caregiving experience without hospice!"

While we get reimbursed from Medicare, MaineCare, and other insurers this does not cover the full cost of care or the cost to provide care for those without insurance. It also does not cover our efforts to assist those in your community who may need a shower bench, blood pressure cuff, or nutritional assistance. The support provided by the Town of Southwest Harbor is used to offset the shortage in reimbursements and for those without insurance.

We hope that we have inspired you to consider maintaining your support with a FY23 gift in the amount of \$1,870. Please be reminded that our clinicians live in the communities they serve and that our board of directors includes a representative who resides in each county we cover. I have included our board list with this request along with our FY22 budget and overview of the care provided in your community. Please reach out to me with any questions or concerns.

We are grateful for your past support and thank you for your consideration.

Please note that in lieu of audited financial statements from fiscal year 2020, we are including Pre-Audit Financial Statements for fiscal year ending September 30, 2021.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Colleen Hilton', with a stylized flourish at the end.

Colleen Hilton

Senior VP, Continuing Care

President Home Care & Hospice

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization name: Northern Light Health Home Care & Hospice
Mailing Address: PO Box 931
Bangor, ME 04402
Contact Person: Todd Nicholson, Philanthropy Officer Northern Light Home Care & Hospice
Phone: 207-513-9018
E-mail: tnicholson@northernlight.org
Amount Requested: \$1,870
Are you a 501c3: Yes
Tax ID #: 01-0246804

Program Description: Northern Light Home Care & Hospice is a not-for-profit home healthcare and hospice provider in Hancock County. We provide nurses, rehabilitation therapists (physical, speech, occupational), medical social workers, and home health aides to your residents recovering from illness or surgery or receiving hospice services in the comfort of their own home. We care for people regardless of ability to pay.

Program Budget (*FY22 detailed budget is attached*)

Income:

Federal/State Funds:

County Funds:

Municipal Funds:

Grants:

Donations:

Fundraising:

User Fee/Service Fees:

Investments:

Other:

Total Income:

Expenses:

Salaries & Benefits:

Program Supplies:

Utilities:

Rent/Mortgage:

Fundraising Expenses:

Other:

Other:

Other:

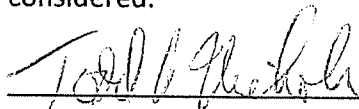
Total Expenses:

Net Profit/Loss:

Please submit the following items along with your completed application:

- *Cover letter outlining request and benefit to the residents of Southwest Harbor;*
- *Written report to be printed in the Southwest Harbor Annual Report (if required by policy);*
- *Organization Budget for Current Fiscal Year;*
- *Most recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);*
- *Petition (if required by policy);*

All items, along with your completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.



Signature

11/29/21

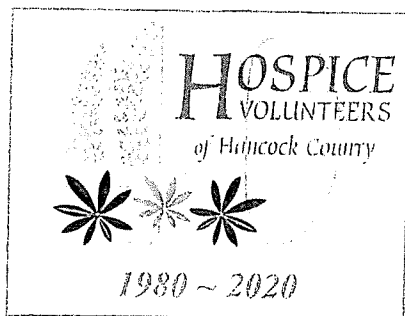
Date

TODD A. Nicholson

Printed Name

Director of Philanthropy - HCH

Title



14 McKenzie Avenue • Ellsworth, Maine 04605 • www.hospiceofhancock.org
207-667-2531 • Fax 207-667-9406 • e-mail: info@hospiceofhancock.org

~ Volunteer Service Since 1980 ~

November 29, 2021

**2021 – 2022
BOARD
OF DIRECTORS**

Patty Bergstrom
Secretary

Jim Bradley
Treasurer

Barbara Clark

Doug Jones

Paula Kee

Helen Meyer

Alice Noyes

John Primeau
President

Barb Small

Charles Tarr

Ben Wooten

Town Manager and Select Board
Town of Southwest Harbor
P.O. Box 745, 26 Village Green Way
Southwest Harbor, ME 04679

Dear Town Manager, Select Board and Residents of Southwest Harbor,

At Hospice Volunteers of Hancock County (HVHC), 2021 marked the beginning of our fifth decade of compassionate service to our community and the second year doing so while confronting COVID-19, the illness that has led to more than 770,000 deaths in our country alone. Hospice care has been deeply affected by this devastating disease, dramatically changing how we care for people at the end of their lives.

At the onset of the disease last year, we could not provide visits in the traditional way: no hugs, no handholding, no singing for patients, no in-person patient care; but, as soon as we could make the needed adaptations - advanced care-planning with our medical partners, additional training and personal protective equipment and enhanced reporting practices for our volunteers - we resumed in-person patient care within four months.

In addition, our Bereavement Support services and Community Education programs were adapted to online platforms and we have been able to serve more people than ever through these mission-based services. Our highly-utilized Equipment Sharing program has remained active throughout the entire time of the pandemic, employing a by-appointment system that has worked well. We are proud of how we have been able to serve our community, and very grateful for the support and partnerships that have made this possible!

Our direct services over the past year have included:

- Patient Care and Caregiver Support to 74 patients, **including 4 in Southwest Harbor.**
- Over 700 gestures of Bereavement Support directly to grieving community members, **including 3 Southwest Harbor residents.**
- We provided used health-supporting medical equipment to 171 local residents in need, **including 2 residents of Southwest Harbor.**
- We hosted 33 educational programs online with average attendance of 20 participants each.

While we work in partnership with medical hospices, **we are an independent non-profit volunteer hospice organization and, as such, depend on the generous partnership with our community for continued support.** This past year and a half, more than any other, has demonstrated that HVHC is a resilient organization that can adapt to the needs of our community. We are hopeful for the future and will continue to grow in new ways to serve.

We consider the towns we serve to be partners in the provision of these services, and **we appreciate the support we have received from the Town of Southwest Harbor. Thank you for joining with us in service to our community.**

With gratitude,

M. J. Wolford-Tucker
Jody Wolford-Tucker, PhD
Executive Director



Executive Director

Lori Johnson
*Patient Care
Manager*

Beverly Lamoureux
Office Manager

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Hospice Volunteers of Hancock County
Mailing Address: 14 McKenzie Ave.
Ellsworth ME 04805
Contact Person: Jody W
Phone: 207-667-2531
E-mail: jwtucker@hospiceofhancock.org
Amount Requested: \$1000.00
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0385030
Program Description: Free services in support of those
living with life-limiting illness, their caregivers and those
who are grieving, and community education on
related topics.

Program Budget

Income:

Federal/State Funds:	<u>0</u>
County Funds:	<u>0</u>
Municipal Funds:	<u>24,500.00</u>
Grants:	<u>50,000.00</u>
Donations:	<u>90,000.00</u>
Fundraising:	<u>51,500.00</u>
User Fees/Service Fees:	<u>0</u>
Investments:	<u>41,408.80</u>
Other <u>contracts w/ medical hospices</u>	<u>40,900.00</u>
<u>Receipt of Trust</u>	
Total Income:	\$ <u>298,308.80</u>
<u>bequest, training fees, & Educational programs</u>	

Expenses:

Salaries & Benefits:	234,893.80	} includes all utilities, taxes & benefits..
Program Supplies:	36,540.00	
Utilities:	8,500.00	
Rent/Mortgage	0	
Fundraising Expenses:	2,500.00	
Other: Bank fees	15,875.00	
Other: Insurance		
Other: Capital exp.		
Other: Equipment lease		
Other: Maintenance		
Total Expenses:	298,308.80	
Net Profit/Loss:	0	

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

M. J. Wolford-Tucker
Signature

11/29/2021
Date

M. J. (Judy) Wolford-Tucker
Printed Name

Executive Director
Title



*Neighbors helping Neighbors
since 1997 on
Mount Desert Island
and the Surrounding Islands*

November 22, 2021

Ms. Marilyn Lowell
Town Clerk/Deputy Treasurer
Town of Southwest Harbor
P.O. Box 745
Southwest Harbor, ME 04679

Re: Island Connections – Southwest Harbor Town Appropriation

Dear Ms. Lowell:

On behalf of the island neighbors we serve, we hereby apply for an appropriation in line the amount of \$ 2,500.00, which is in line with last year's request from the Town of Southwest Harbor. Island Connections hasn't requested an increase from the Town of Southwest Harbor and we have experienced an increase in the number of neighbors served.

During the past year and working around Covid-19 we have continued to provide free transportation and other services for seniors and people with disabilities who reside in Southwest Harbor in order to enhance our neighbors' independence and quality of life. The enclosed documents are in support of the Annual Town Report outlining the services provided by Island Connections.

We do not have a financial audit conducted, therefore there will be no such submission at this time. Should you require any fiscal year's tax return, prepared by our accounting firm Coston & McIsaac, CPAs, please advise me.

We thank the residents of Southwest Harbor for their consideration.

Sincerely,

Doreen Willett
Executive Director

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Island Connections

Mailing Address: 93 Cottage Street, Suite 101
Bar Harbor, ME 04609

Contact Person: Doreen Willett

Phone: 207-288-4457

E-mail: director@islconnections.org

Amount Requested: \$ 2,500.00

Are You a 501 (c) (3)? YES ☐ NO ☐

Tax ID #: 04-3386167

Program Description: Island Connections provides free transportation and other services to seniors and people with disabilities from Mount Desert Island and the surrounding islands to enhance their independence and quality of life by utilizing our core group of dedicated volunteers.

Program Budget

Income:

Federal/State Funds:	<u>0</u>
County Funds;	<u>0</u>
Municipal Funds:	<u>\$ 14,490</u>
Grants:	<u>\$ 72,200</u>
Donations:	<u>\$ 71,610</u>
Fundraising:	<u>\$ 24,000</u>
User Fees/Service Fees:	<u>0</u>
Investments:	<u>\$ 3,420</u>
Other _____:	<u></u>
Total Income:	<u>\$ 185,720</u>

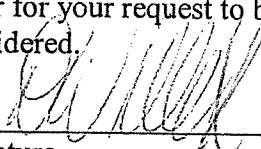
Expenses:

Salaries & Benefits:	<u>\$ 125,911</u>
Program Supplies:	<u>\$ 36,521</u>
Utilities:	<u></u>
Rent/Mortgage	<u>\$ 6,000</u>
Fundraising Expenses:	<u>\$ 2,360</u>
Other: <u>Vehicle</u>	<u>\$ 1,145</u>
Other: <u>Volunteer Rewards</u>	<u>\$ 8,400</u>
Other: <u>Insurance</u>	<u>\$ 5,350</u>
Total Expenses:	<u>\$ 185,687</u>
Net Profit/Loss:	<u>\$ 33</u>

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 21st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.


Signature

Doreen Willett
Printed Name

11/22/21
Date

Executive Director
Title



November 24, 2021

Dana Reed
Interim Town Manager
Town of Southwest Harbor
26 Village Green Way
Southwest Harbor ME 04679

Dear Dana,

Attached please find all of the necessary paperwork supporting our request for continued town funding for the MDI Community Campfire Coalition in the amount of \$3,000.00.

The Coalition looks forward to continuing to provide heating assistance to those residents of Southwest Harbor in need of help.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Kaur", is written below the word "Sincerely,".

Harbor House Community Service Center
The Neighborhood House

Fiscal Agent:
Harbor House Community Service Center
P.O. Box 836
Southwest Hbr, ME 04679
207-244-3713

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: MDI Community Campfire Coalition
Mailing Address: c/o Harbor House Community Center
P.O. Box 836
Southwest Hbr, ME 04679
Contact Person: Ingrid Kachmar
Phone: 207-244-3713
E-mail: ingrid@harborhousemdi.org
Amount Requested: \$3000.00
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0272150
Program Description: provides heating assistance
to qualifying individuals

Program Budget

Income:

Federal/State Funds:	
County Funds:	
Municipal Funds:	<u>\$12,277.00</u> (each town gives \$3000 except Bar Hbr raised it to \$3277)
Grants:	<u>\$ 2,000.00</u>
Donations:	<u>\$ 25,000.00</u>
Fundraising:	
User Fees/Service Fees:	
Investments:	
Other _____:	
Total Income:	\$ 39,277.00

Expenses:

Salaries & Benefits:	_____
Program Supplies:	_____
Utilities:	_____
Rent/Mortgage	_____
Fundraising Expenses:	_____
Other: <u>heating assistance</u>	<u>25,000 to 30,000</u> (amount depends on need and fuel prices)
Other: _____	_____
Other: _____	_____
Total Expenses:	<u>\$ 25,000 to \$ 30,000</u>
Net Profit/Loss:	<u>\$ 9,277 to \$ 14,277</u>

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Ingrid H.W. Kachmar
Signature

12
Date

Ingrid H.W. Kachmar
Printed Name

Executive Director
Title

Mount Height Cemetery Association

PO Box 1861
Southwest Harbor ME 04679

Andrew Fund
Baker Fund
CIP - 2 Phases
1 - \$ from A.P. Fund

November 29, 2021

To Whom It May Concern,

Town - Trustee
Reserve Fund
Development Fund

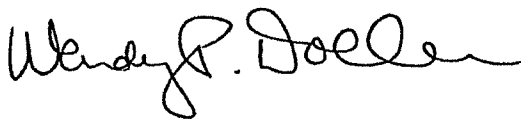
In addition to the sales of cemetery plots to the residents of Southwest Harbor, the Association has, as its charge and responsibility, the maintenance and upkeep of the entire Cemetery. Anyone visiting any grave at any time should feel the Cemetery, as a whole, is in good condition, pleasing and comfortable to the visitor, and no plot is overlooked. Barring individual arrangements for memorials, plantings and care, no grave is to be untended and the entire Cemetery is to be kept mown and in good repair.

In support of that responsibility, the Mount Height Cemetery Association respectfully requests a funding contribution for the 2022 fiscal year of \$12,500. These funds allow the Association to better meet the standards it has set for the condition and character of the Mount Height Cemetery, now and into the future.

Enclosed please find our written report to the citizens of Southwest Harbor and, as our organization is not audited, copies of our Profit & Loss and Balance Sheet through 12/31/2020.

We have recently performed a review of our operations and prepared a budget based on current income and expenses, and have projected future capital needs for the organization. We have attempted to foresee the coming year's investment income, set the guidelines for maintenance standards in relationship to that indeterminate number, and decide the timing of any additional expenditures deemed necessary. Our funding request is based on that budget.

Sincerely,



Wendy P. Dolliver
President, Mount Height Cemetery Association

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Mount Height Cemetery Association

Mailing Address: PO Box 861
Southwest Harbor, ME 04679

Contact Person: Wendy P Dolliver, President

Phone: _____

E-mail: _____

Amount Requested: \$12,500.00

Are You a 501 (c) (3)? YES ☐ NO ☒

Tax ID #: 23-7197296

Program Description: _____
Operation of Cemetery / sales restricted to Southwest Harbor residents.

Program Budget

Income:

Federal/State Funds: See Financial Statements

County Funds: _____

Municipal Funds: _____

Grants: _____

Donations: _____

Fundraising: _____

User Fees/Service Fees: _____

Investments: _____

Other _____:

Total Income: \$ _____

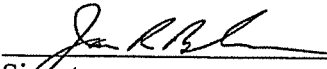
Expenses:

Salaries & Benefits:	See Financial Statements
Program Supplies:	
Utilities:	
Rent/Mortgage	
Fundraising Expenses:	
Other: _____	
Other: _____	
Other: _____	
Total Expenses:	
Net Profit/Loss:	See Financial Statements

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 11th**, in order for your request to be considered complete. Late or incomplete requests will not be considered.



Signature

James R B Snow

Printed Name

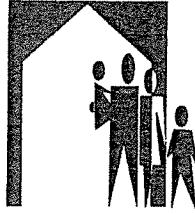
12/1/2021

Date

Treasurer

Title

*Westside
Food
Pantry*



Sharing Is Our Story

December 1, 2021

Town of Southwest Harbor
26 Village Green Way
PO Box 745
Southwest Harbor, ME 04679
Attn: Marilyn J. Lowell

Dear friends,

On behalf of the Westside Food Pantry, I am pleased to make application for a Town of Southwest Harbor Community Service Organization Funding grant for the fiscal year 2022-23 in the amount of \$2,500. All required documents and forms are enclosed under this cover letter. Below you will find an outline of the request and information on our services and how they benefit the residents of Southwest Harbor. I am happy to meet with any individual or committee involved in the evaluation and award process for clarifying or further articulating the Westside Food Pantry's service to the Town of Southwest Harbor and its residents.

The Westside Food Pantry: Background, Facts, and Services

- The Westside Food Pantry opened its doors to the public in October 1990 on a regularly scheduled basis. The Pantry disbursed non-perishable food staples from the undercroft of St. John Episcopal Church, 315 Main Street, Southwest Harbor.
- The mission of the Pantry was and remains to address food insecurity among the residents of the west side of MDI. The Pantry seeks to be responsive to the seasonal economic reality of the west side of MDI, helping during the winter months when income from summer employment is eliminated or reduced.
- Initially food donations were received in and around Southwest Harbor at business and public locations. Most of the food distributed however, was purchased from the Good Shepherd Food Bank, Auburn, ME.
- In 1994, due to space and logistics considerations, the Pantry entered a partnership with the Southwest Food Mart (IGA) to distribute food vouchers instead of stocking and distributing food from St. John Church. The vouchers in \$10 script are distributed to Westside residents based on a schedule determined by household size, with extra vouchers for children. The

For 31 Years!

*A Cooperative Sharing of the Westside Communities and St. Andrew & St. John Episcopal Church
P.O. Box 767 * Southwest Harbor, ME 04679 * 207-664-8615 * westsidefoodpantry@gmail.com
Web: Westsidefoodpantry.org * Facebook: Westside Food Pantry*

vouchers are redeemed now at three local markets: Southwest Food Mart, Gott's Store, and Hansen's Outpost.

- Today food vouchers are distributed on two Sundays (first and third) during the months of November through April. Distribution takes place at St. John Episcopal Church, 315 Main Street, Southwest Harbor.
- Currently, a single adult, head-of-household, receives \$60 in vouchers each month. A second household adult receives \$40, and each household child receives \$30 in vouchers. An additional \$20 voucher is granted for one or two children, and another \$30 in vouchers for households with three or more children. A household of two adults and two children would receive \$180 in food vouchers per month. Vouchers must be picked up by the head-of-household adult each month in person, or by approved proxy. In special circumstances vouchers are delivered by USPS.
- Seasonal identification cards are issued to head-of-household adults annually upon proof of residence (Southwest Harbor, Tremont, or Mt. Desert only). Proof of custody of all household children must also be verified annually.
- The Pantry also participates in distributing Thanksgiving and Christmas extra food vouchers to Westside residents.
- The Pantry operates solely by donations from individuals—both year-round and part-year residents, MDI and off-Island Churches, local businesses, civic and social clubs and organizations, and fund-raising events hosted by various individuals and Westside organizations. Donations are tax-exempt as an outreach program of St. Andrew and St. John Episcopal Church, Southwest Harbor.
- The Pantry currently is a major contributor to providing weekend food backpacks to Pemetic and Tremont School children who are identified in need by school nurses and principals. This is a year-round program organized by Harbor House, Pemetic and Tremont Schools, and volunteers.
- The Pantry is operated by a volunteer non-stipendiary director, a working volunteer committee, and governed by the Rector, Wardens, and Vestry of St. Andrew and St. John Episcopal Church, Southwest Harbor.

Benefit of the Westside Food Pantry to Southwest Harbor Residents (all figures reflect the Nov. 2020 through June 2021 Distribution Season: 8 months)*

- Average of **112** Southwest Harbor households served per month. (55% of all households served by Pantry/month)
- Average of **149** Southwest Harbor adults served per month. (55% of all adults served by Pantry/month)
- Average of **47** Southwest Harbor children served per month. (55% of all children served by Pantry/month)

For 31 Years!

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Web: westsidefoodpantry.org * Facebook: Westside Food Pantry*

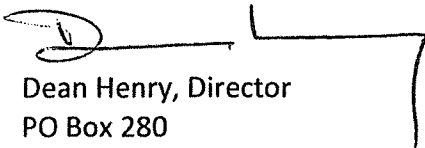
- Average of **\$9,924** in vouchers distributed to Southwest Harbor households per month. (**\$79,398** total for the 8-month distribution season) (55% of total value of vouchers distributed by Pantry/month.)
- A total of **\$1,000** was contributed to food items for the Weekend Backpack Project benefiting an average of 35 students from the Pemetic and Tremont Schools.
- **\$133,939** of voucher dollars remained with Southwest Harbor food market businesses. (99% of Pantry voucher dollars distributed benefitted Southwest Harbor businesses.)
- Building-up the Southwest Harbor community through participation, sharing, cooperation, and goodwill by 5 Island churches, 4 civic and social clubs and organizations, 13 local businesses, 3 local and public foundations, 395 individual donations, 1 fundraising activity—all contributed time, energy, resources, and goodwill to support and sustain the Westside Food Pantry in 2020-21.

Funding Request

The Westside Food Pantry requests Town funding of \$2,500 to support its voucher distribution program to the residents of Southwest Harbor. This request represents approximately 3.1% of the dollar value of the vouchers directly given to Southwest Harbor residents in the 2020-21 distribution season. We look forward to the Town's participation in this work of addressing food security among our neighbors and friends.

Please feel free to contact me for any clarifications of this submission or with questions. As always, I would welcome the opportunity to discuss the Westside Food Pantry, how it benefits our residents, and this application with Town staff, Warrant Committee, or Board of Selectmen.

Very respectfully submitted,



Dean Henry, Director
PO Box 280
Southwest Harbor, ME 04679
207-664-8615

Encl.: 1. Funding Request application
2. Annual Report submission
3. Program Budget for current Fiscal Year 2020-21
4. Audit Report of St. Andrew and St. John Episcopal Church (with remarks pertinent to the Westside Food Pantry highlighted)

For 31 Years!

*A Cooperative Sharing of the Westside Communities and St. Andrew & St. John Episcopal Church
P.O. Box 767 * Southwest Harbor, ME 04679 * 207-664-8615 * westsidefoodpantry@gmail.com
Web: westsidefoodpantry.org * Facebook: Westside Food Pantry*

**Town of Southwest Harbor
Community Service Organization
Funding Request
(Enclosure 1)**

Organization Name:

Mailing Address:

Westside Food Pantry

Contact Person:

PO Box 767
Southwest Harbor, ME 04679

Phone:

e-mail:

Dean Henry

Amount Requested:

207-664-8615

Are You a 501 (c) (3)?

westsidefoodpantry@gmail.com

\$2,500.00

YES NO X The Westside Food Pantry takes its
tax exempt status from its
affiliation with St. Andrew and St.
John Episcopal Church, Southwest
Harbor.

Tax ID #:

31-1629166

Program Description: The Westside Food Pantry provides food security services to residents of the towns of Southwest Harbor, Tremont, and Mt. Desert, ME. The Pantry program for which this funding is requested provides food vouchers to qualified and registered residents of these three towns only. The vouchers are distributed in accordance with a set schedule of benefits determined by household size and number of children present. This Pantry program operates during the months of November, December, January, February, March, April, May, and June for the express purpose of supplementing "off-season" reduced incomes with additional food purchasing resources. The vouchers are redeemable at three west side food markets: Southwest Food Mart, Gott's Store, and Hansen's Outpost.



**Downeast Community Partners
248 Bucksport Road
Ellsworth, ME 04605**

November 30, 2021

Town of Southwest Harbor
PO Box 745
Southwest Harbor, ME 04679

RE: Annual Request for Local Match Funds

Dear Board of Selectmen:

Downeast Community Partners (formerly WHCA and CFO) wishes to extend a thank you to the Southwest Harbor Selectmen and residents for your past support. Downeast Community Partner's mission is to improve the quality of life and reduce the impact of poverty in Downeast communities. Attached is a flyer that I hope will assist you in informing townspeople what we offer. If you would like more copies or additional information, please just ask.

DCP requests your support to apply for and leverage funding to provide and expand services to your community. The Covid-19 pandemic has had an impact on DCP, and although the doors never closed, changing rules and safety protocols did have an impact on the services provided. This primarily shows up as a reduction in rides provided, as many medical appointments shifted to virtual. At this time, we are seeking core support to maintain our services. DCP offers services designed to meet its mission, and to reduce isolation in your community. **Many of the supportive services offered by DCP have a direct impact on town expenditures by reducing reliance on your general assistance program and increasing the reinvestment in goods and services by those who receive support. This represents a true partnership with your town in responding to the needs of your citizens.**

We request \$3, 574 to help low-income and vulnerable people in your community. During the last fiscal year, DCP provided \$53,656 in services to your community. Southwest Harbor residents requested and received the following services:

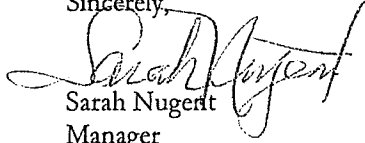
<u>Services Provided</u>	<u>Number of Households/Individuals</u>	<u>Amount Expended/\$\$ Value</u>
The Heating and Warmth Fund (THAW)	3/8	\$643
LIHEAP (Fuel Assistance)	/40	\$17,425
Housing	2/3	\$23,427
Free Income Tax Preparation (returns prepared)		
Transportation (number of rides, not individuals)	246	\$6,771
Aging in Place	/3	\$5,100
Christmas Magic	/9	\$270
School Supplies	/1	\$20
Head Start		
Total		\$53,656

In addition to the above, DCP operates the *Helping Hands Garage Program*, which makes reliable used cars available at reasonable rates and terms; and offers business loans to local entrepreneurs.

As one of the larger non-profits in eastern Maine, DCP employs one Southwest Harbor resident.

Thank you for your consideration. We would like to meet with you or your budget committee to answer any questions or address any concerns. Please let me know the appropriate meeting date so that we can be sure to have someone attend. You can reach me at 610-5944 or by email at sarah.nugent@downeastcommunitypartners.org.

Sincerely,

A handwritten signature in cursive script, reading "Sarah Nugent". The signature is written in dark ink and is positioned above the printed name and title.

Sarah Nugent
Manager

Communications and Resource Development

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Downeast Community Partners
Mailing Address: 248 Bucksport Rd
Ellsworth, ME 04605
Contact Person: Sarah Nugent
Phone: 207-664-2424 x5944
E-mail: Sarah.nugent@downeastcommunitypartners.org
Amount Requested: \$35,740.00
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0288757
Program Description: DCP is the community action program serving Hancock & Washington counties. Its mission is "to improve the quality of life and reduce the impact of poverty in downeast communities."

Program Budget

Income:

Federal/State Funds:	<u>19,393,959</u>
County Funds:	<u>0</u>
Municipal Funds:	<u>80,000</u>
Grants:	<u>821,511</u>
Donations:	<u>323,535</u>
Fundraising:	<u>14,000</u>
User Fees/Service Fees:	<u>839,877</u>
Investments:	<u>64,429</u>
Other ^{In kind deferred per:} _{Release in prior period revenue} :	<u>642,918</u> <u>439,928</u>
Total Income:	<u>\$22,620,152</u>

Expenses:

Salaries & Benefits:	<u>7,820,071</u>
Program Supplies:	<u>724,900</u>
Utilities:	<u>92,769</u>
Rent/Mortgage (+ depreciation)	<u>402,979</u>
Fundraising Expenses:	<u>1,000</u>
Other: <u>Vehicle</u>	<u>598,767</u>
Other: <u>Misc</u>	<u>1,045,771</u>
Other: <u>Client Assistance</u>	<u>10,895,307</u>
Other: <u>Indirect Cost</u>	<u>901,744</u>
Total Expenses:	<u>22,483,308</u>

Net Profit/Loss:

136,844

* includes in-kind, training + licensing, IT software, equipment, etc
Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Signature

Printed Name

Date

Title

Sarah Nugent
Sarah Nugent

11/30/2021
Manager, Communications and Resource Development



November 29, 2021

Dana Reed
Interim Town Manager
Town of Southwest Harbor
26 Village Green Way
Southwest Harbor ME 04679

Dear Dana,

Attached please find all of the necessary paperwork supporting our request for continued town funding for the Harbor House Youth Center and Youth Sports Programs. This year we are requesting \$59,640, the same amount as requested last year.

We look forward to continuing to provide quality community services to the Town of Southwest Harbor.

Sincerely,

Ingrid Wilbur Kachmar
Executive Director

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Harbor House Community Service Center
Mailing Address: P.O. Box 836
Southwest Hbr, ME 04679
Contact Person: Ingrid Kachmar
Phone: 207-244-3713
E-mail: ingrid@harborhousemdi.org
Amount Requested: \$59,640.00
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0272150
Program Description: youth sports and
youth center

Program Budget

Income:

Federal/State Funds: _____
County Funds: _____
Municipal Funds: 80,915.00 (SWH \$59,640 Trem \$21,275)
Grants: _____
Donations: _____
Fundraising: 3,600.00
User Fees/Service Fees: 3,800.00
Investments: _____
Other _____:
Total Income: \$ 88,315.00

Expenses:

Salaries & Benefits:	<u>25,935.00</u>
Program Supplies:	<u>2,300.00</u>
Utilities:	<u></u>
Rent/Mortgage	<u></u>
Fundraising Expenses:	<u></u>
Other: <u>vehicles</u>	<u>4,329.00</u>
Other: <u>facility alloc.</u>	<u>5,257.92</u>
Other: <u>admin alloc.</u>	<u>66,870.25</u>
Total Expenses:	<u>104,692.17</u>
Net Profit/Loss:	<u>(-16,377.17)</u>

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Ingrid H.W. Kachmar
Signature

11/29/2021
Date

Ingrid H.W. Kachmar
Printed Name

Executive Director
Title



To the Town of Southwest Harbor,

12/1/21

Southwest Harbor Public Library requests \$60,000. The Library fundraises through appeal letters, fundraisers, and applies for appropriate grants. The Trustees also constantly work to grow the endowment. Core library services are free and have been since 1895.

Free service

- Books
- Audio Books
- Downloadable audiobooks, eBooks
- DVDs
- Periodicals
- Puzzles
- Music CDs
- Kindles
- Easy inter-library loan requests
- Reference assistance
- Programs for adults and children
- Computer and technology classes
- Health insurance enrollment help
- High-speed Internet access
- Computer and laptop use
- Digital Maine Library databases
- The Digital Archive of SWH

Non-library services by donation:

- Photocopy machine
- Printer
- Faxes

Respectfully submitted,

Erich Reed

Director

Just
11/20/21

Town of Southwest Harbor Community Service Organization Funding Request

Organization Name:

Southwest Harbor Public Library

Mailing Address:

PO Box 157
Southwest Harbor ME 04675

Contact Person:

Erich Reed

Phone:

707-244-7065

E-mail:

ereed@swhplibrary.org

Amount Requested:

60,000

Are You a 501 (c) (3)?

YES ☒ NO ☐

Tax ID #:

010241528

Program Description:

Enhance literacy through
a variety of programs including print and
digital media, children and adult
programs.

Program Budget 2021 Budget

Income:

Federal/State Funds:

0

County Funds:

0

Municipal Funds:

60,000

Grants:

15,000

Donations:

175,000

Fundraising: Events

39,350

User Fees/Service Fees:

6,450

Investments:

155,310

Other:

0

Total Income:

\$ 451,110

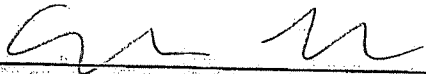
Expenses:

Salaries & Benefits:	327,958
Program Supplies:	53,894
Utilities:	18,000
Rent/Mortgage	0
Fundraising Expenses:	19,600
Other: <u>Facilities</u>	28,871
Other: _____	_____
Other: _____	_____
Total Expenses:	448,323
Net Profit/Loss:	2,787

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by December 1st, in order for your request to be considered complete. Late or incomplete requests will not be considered.


Signature
Erich Reel
Printed Name

11/30/21
Date
Director
Title



Southwest Harbor / Tremont Nursing Service, Inc.

Southwest Harbor / Tremont Ambulance Service

P.O. Box 437 • Southwest Harbor • Maine 04679

Phone (207) 244-3521

November 16, 2021

Town of Southwest Harbor
P.O. Box 745, 26 Village Green Way
Southwest Harbor, ME 04679

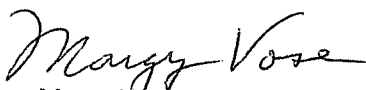
The Board of Directors of the Southwest Harbor/ Tremont Ambulance Service is submitting this application to request town funding for the upcoming fiscal year 2022-23. As MDI and the country have faced a year of challenges, we have been committed to making the changes necessary to keep our service providing year-round, 24/7 coverage for our community members. The town's consistent funding has played a big part in making this possible, and through October of this year we have completed 393 emergency runs.

As the stress of the Coronavirus stretched our staff and financial resources, we developed new staffing parameters, allowing for consistent service coverage. In 2020 and 2021 we applied for and received two Payroll Protection Plan Small Business loans. Our new billing service has significantly increased our income for services provided, our staff has consolidated expenditures through single payer supply ordering, and our annual appeal received generous support from both year-round and summer residents.

All these positives make us optimistic about the future, but we must also remain mindful of the financial challenges ahead. It's unlikely that Payroll Protection Plan loans will be available in the coming year. Costs of fuel and medical supplies are rising, and projected cost-of-living raises will significantly increase our payroll expenses. We are also seeking to hire a full-time Service Director, a move that will further increase our expenses, but one we feel will improve the long-term success of the service. And finally, Rescue 2 is approaching the end of its life, so the major investment of purchasing a new ambulance is on the near horizon.

Attached, please find the required paperwork for our request of **\$78,000.00**. This is the same amount that the town has allocated for the ambulance service in the past two years. We have been very grateful for the town and the community's past support and feel that it is incumbent upon us as a Board of Directors to keep the cost to the town residents as low as possible. Our board and talented EMS personnel are committed to providing our residents and visitors with professional, compassionate care at all times. We are here to serve our community and your support makes this possible. If you have any questions, please contact our Treasurer, Patti Selig at 207-244-5007.

Sincerely



Margy Vose

Board President: Southwest Harbor/Tremont Ambulance Service

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Southwest Harbor-Tremont Nursing Service
Mailing Address: PO Box 437
Southwest Harbor ME 04679
Contact Person: Patti Selig, Treasurer
Phone: 207-244-5007
E-mail: patti.selig66@gmail.com
Amount Requested: \$ 78,000
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 01-0271579
Program Description: We provide emergency medical care, well-being checks, lift assists to the citizens of SWH and surrounding towns. Our personnel are trained professionals, and training levels range from Basic EMT up to Paramedic.

Program Budget

Income:

Federal/State Funds:	<u>-</u>
County Funds:	<u>-</u>
Municipal Funds:	<u>128,000</u>
Grants:	<u>-</u>
Donations:	<u>40,000</u>
Fundraising:	<u>-</u>
User Fees/Service Fees:	<u>115,000</u>
Investments:	<u>27,795</u>
Other _____:	<u>-</u>
Total Income:	\$ <u>310,795</u>

Expenses:

Salaries & Benefits:	252,300
Program Supplies:	40,470
Utilities:	5,170
Rent/Mortgage	2,400
(Appeal Letter) Fundraising Expenses:	2,000
Other: Insurance	18,100
Other: Dispatch Fees	24,000
Other: Professional Fees	25,400
Miscellaneous Exp.	7,240
Total Expenses:	<u>377,280</u>
Net Profit/Loss:	<u><66,285></u>

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Margaret Vose
Signature

Margaret Vose
Printed Name

11/22/21
Date

Board President
Title

SWH-Tremont Ambulance Service

	2021
	Budget
Ambulance Fees	115,000
Donations	40,000
Municipal	
Southwest Harbor	78,000
Tremont	50,000
Distribution from Investments	27,795
Total Income	310,795
Annual Appeal Expenses	2,000
EMS Licenses	920
Cable & Phones	4,870
Insurance Expense	18,100
Miscellaneous	3,140
Office Expense	4,100
Professional Fees	18,400
Rent/Utilities	2,700
Repairs	2,000
ALS Backup Fees	7,000
Ambulance Expense	7,740
Dispatch Fee	24,000
EMS Equipment	3,000
EMS Supplies	18,000
Training Expense	5,600
Radios	1,210
Uniforms	2,000
Payroll	252,300
Total Expenses	377,080
Net Income	(66,285)



November 24, 2021

Town of Southwest Harbor
PO Box 745
Southwest Harbor, ME 04679

Mainers have always been known for their courage, creativity, grit, and willingness to help a friend or neighbor in need. The past eighteen months have challenged us all in many ways, but **together** we have remained steadfast to these qualities that make Maine *"the way life should be."* From all of us at LifeFlight of Maine, thank you for doing your part to keep Maine strong and connected. Your recent gift to LifeFlight is a vital signal about the importance of the service we provide to those in your community, as well as Mainers across the state. **As a non-profit organization, we rely on the support of many types of donors to support our mission. We hope you will continue to support LifeFlight.**

The reach and relevance of LifeFlight is stronger than ever before. It has been an extraordinarily busy and challenging year to deliver the lifesaving care and transport that is only available from LifeFlight. Since March 2020, we have cared for 1,535 positive (or presumed positive) COVID-19 patients. Since the organization was founded in 1998, we have transported 32,000 patients. These transports include Mainers of all ages, from newborn to young adult to seniors; from all points of Maine from York to Presque Isle and everywhere in between. Imagine the ripple effect that has on families, friends, generations, and communities. **Most importantly, LifeFlight cares for every patient regardless of insurance or financial status.**

Since 1998, 110 residents of Southwest Harbor have been cared for by LifeFlight, with 12 in the past year. In addition, LifeFlight has made 6 scene calls to your community to support local fire/rescue and EMS partners.

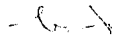
We rely on Maine communities like Southwest Harbor to ensure that all Mainers have access to critical care and medical transport when they need it, 24/7/365. Last year, 184 towns supported LifeFlight for a total of \$113,876. This year we need these communities, and more, to come together so we can reach our goal of raising \$125,000. Thank you for your recent gift in July. **As you plan for your next budget year, will Southwest Harbor once again support LifeFlight with a gift of \$882 (a rate of \$0.50 per capita)?**


The funds raised will help provide education and training to our crews and EMS/Fire agencies around the state, upgrade and replace medical equipment, enhance Maine's aviation infrastructure, and bring a third, new critical care helicopter to Maine in 2022.

In the attached packet we have provided additional information including: general information and FAQs about LifeFlight, a map of Maine transport locations, and a map of Maine communities that have supported us. Please **contact Ashley MacMillan at The LifeFlight Foundation at 207-300-5832 or amacmillan@lifeflightmaine.org with any questions.** If additional information or a specific town application form is required with this request, please let us know.

Thank you for your support, and for helping ensure that that your friends, families, and neighbors have access to **critical emergency care when and where they need it.**

Sincerely,


Thomas Judge
Executive Director
LifeFlight of Maine


Kate O'Halloran
Executive Director
LifeFlight Foundation

P.S. If a past request was recently approved and an invoice is required, please contact us so we may submit the invoice.

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: The LifeFlight Foundation
Mailing Address: PO Box 899
Camden, ME 04843
Contact Person: Ashley MacMillan, Director of Annual Giving
Phone: (207) 300-5832
E-mail: amacmillan@lifeflightmaine.org
Amount Requested: \$882
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 52-2377085
Program Description: LifeFlight of Maine is the primary provider
of critical care air and ground transportation services throughout the State
of Maine. Critical care services are supplied directly to patients at emergency
scene calls in support of local EMS and public safety crews, and also within
hospital emergency departments and critical care units.

Program Budget

Income:

Federal/State Funds: Please see attached budget
County Funds: _____
Municipal Funds: _____
Grants: _____
Donations: _____
Fundraising: _____
User Fees/Service Fees: _____
Investments: _____
Other _____:
Total Income: \$ _____

Expenses:

Salaries & Benefits: _____
Program Supplies: _____
Utilities: _____
Rent/Mortgage _____
Fundraising Expenses: _____
Other: _____
Other: _____
Other: _____
Total Expenses: _____
Net Profit/Loss: _____

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

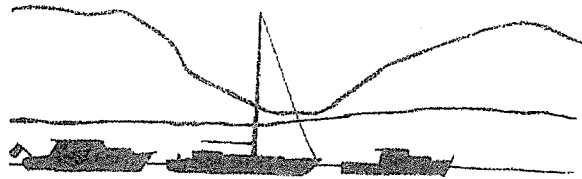
All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

VBathgate
Signature

November 23, 2021
Date

Victoria Bathgate
Printed Name

Development Assistant
Title



Southwest Harbor Historical Society

DATE: December 1, 2021

TO: Town of Southwest Harbor
P.O. Box 745
Southwest Harbor, ME 0679

RE: Funding Request for 2022/2023 Fiscal Year

Enclosed please find information for the Southwest Harbor Historical Society's request for funding consideration at the FY 22/23 Town Meeting. We are requesting \$2,500 to help with the recouping of funds for the steeple work completed earlier this year.

- SWHHS incurred a major expense of \$135,000 for the restoration of the steeple on our building, former Manset Union Church. While we were fortunate to receive a \$60,000 grant from Maine Steeples Fund, we were responsible for the \$75,000 balance. Even though we have recovered \$ 47,000 to date through a fundraising effort, there is still a shortfall of \$28,000 to recoup our \$75,000 cost.
- SWHHS has not been audited. The accounting firm of Coston and McIsaac prepares our annual tax returns for our fiscal year ending August 31.
- While our mission is the "preservation, documentation and presentation of the history of the Town of Southwest Harbor," the pandemic has greatly altered our ability to be open to the public for programs and fundraising events in 2020 and 2021. After acquiring our building in July 2018, we were able to present five well-attended programs in 2019.

Although we haven't been open to the public, we have been busy updating and securing our archival storage system and preparing the former sanctuary for programs and exhibits by removing a stage area, so the floor is all one level that provides easy access for handicapped people. And, we are excited to report that we are receiving some interesting artifact donations that will greatly enhance our exhibits when we are able to open to the public.

Thank you for your consideration of our request.

Aimee Williams, Board President

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Southwest Harbor Historical Society
Mailing Address: P.O. Box 272
S.W. Harbor, ME. 04679
Contact Person: Aimee Williams - Pres.
Phone: 207-441-7251
E-mail: aimcepaul@roadrunner.com
Amount Requested: \$2,500.00
Are You a 501 (c) (3)? YES ☒ NO ☐
Tax ID #: 20-2072613
Program Description: Our mission is to collect,
preserve and exhibit artifacts related to
the history of Southwest Harbor. We
plan for programs for the community post-pandemic.

Program Budget

Income:

Federal/State Funds:	<u>—</u>
County Funds:	<u>—</u>
Municipal Funds:	<u>\$2,500.00</u>
Grants:	<u>\$5,000.00 (Lynam)</u>
Donations:	<u>\$5,400.00</u>
Fundraising:	<u>—</u>
User Fees/Service Fees:	<u>\$2,300.00</u>
Investments:	<u>—</u>
Other <u>Newsletter Ads.:</u>	<u>\$1,000.00</u>
Total Income:	\$ <u>16,200.00</u>

Expenses:

Salaries & Benefits:	_____
Program Supplies:	\$ 2,550.00
Utilities:	\$ 6020.00
Rent/Mortgage	\$ 1,000.00 (Exhibits)
Fundraising Expenses:	_____
Other: Insurance	\$ 1,600.00
Other: BLDG/Grounds MNT.	\$ 2,300.00
Other: Professional Fees	\$ 1,980.00
Other: Supplies	\$ 750.00
Total Expenses:	_____
Net Profit/Loss:	_____

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Aimee Williams
Signature
Aimee Williams
Printed Name

12/1/2021
Date
President
Title

SWHHS - Treasurer Report

Income:	Aug 2021	YTD	Budget	Comments
Donations	2,000.00	7,022	7,000	Donation for stage removal
Grants	-	5,000	2,500	
Membership Dues	30.00	2,540	2,500	
Newsletter Ads	-	225	900	
Retail Sales	-	68	500	
Town Funds	-	2,500	2,500	
Total Income	2,030.00	17,355	15,900	
Expenses:				
Archival Supplies	-	212	800	
Building - Repairs & Maintenance	5,000.00	5,422	1,200	Stained-glass windows repaired
Business Fees	-	838	100	
Dues	-	78	155	
Exhibits	-	-	2,000	
Grounds - Repair & Maintenance	-	160	600	
Insurance	1,332.00	1,332	1,400	Annual premium
Office Equipment	-	1,001	1,250	
Office Supplies	-	263	125	
Postage & Mailing	-	339	550	
Printing & Copying	-	1,037	1,200	
Professional Services	-	625	1,200	
Program & Events	-	-	50	
Sales Tax	-	-	40	
Technical Services	-	75	-	
Technology: hardware/software	-	65	200	
Utilities: Electricity	-	456	700	
Fuel Oil	-	-	-	
Sewer/Water	-	602	850	
Internet/Phone	395.82	1,477	1,100	
Website Costs	-	215	2,380	
Miscellaneous	5,438.24	7,436	-	
Total Expenses	12,166.06	21,632	15,900	
NET Gain/Loss	(10,136)	(4,277)	-	
Checking Account:				
Beginning Balance	26,869.18			
Income	2,030.00			
Expenses	(12,166.06)			
Ending Balance	16,733.12			
Fuel Oil Account - Acadia Fuel LLC				
Prior Balance	725.19			
Current Month's Usage	-		(1,024.81)	
Current Balance	725.19			
			*	



ISLAND HOUSING TRUST

P O B o x 8 5 1 M o u n t D e s e r t M a i n e 0 4 6 6 0

November 29, 2021

Marilyn J. Lowell
Town of Southwest Harbor
PO Box 745
Southwest Harbor, ME 04679

Dear Ms. Lowell:

Island Housing Trust respectfully requests \$2,500 from the Town of Southwest Harbor in support of our Home Ownership Assistance Program (HOAP). Please find enclosed Island Housing Trust's request for 2022 funding and a report on the use of funds received last year. Thank you for your 2021 support.

IHT's HOAP program provides funding to eligible home buyers who can afford the mortgage payments of a home purchase, but do not have sufficient cash in hand for the required down payment. IHT established the HOAP program in 2010, recognizing that ready cash was often the only obstacle to some year-round households seeking to purchase a home on MDI where they work. Since then, IHT has enabled the purchase of 16 homes with HOAP funding, four within Southwest Harbor, and several in each other town on the island.

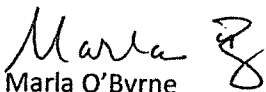
The average HOAP funding award has been \$25,000 - \$30,000. IHT is asking each town on MDI to contribute to HOAP, as needed support that enables us to continue this program and of equal importance, to demonstrate each town's commitment to promoting year-round housing in their community. A contribution from the Town of Southwest Harbor would be leveraged with funds from grants and donations to help a median income household live in town.

HOAP funding remains with the house, so that it resells at a price reduced by the awarded HOAP funding, keeping it affordable into the future. IHT holds affordability covenants that transfer with the property, in perpetuity. The covenants establish a Maximum Resale Formula, which keeps the resale value within an affordable range for year-round employees on MDI into the future.

Every HOAP property builds the portfolio of protected year-round homes, which keeps our year-round neighborhoods more intact, allows employees to live where they work and have their kids in school near their employment, and fosters a stronger community of volunteers and customers for year-round businesses, all in a fairly low-investment approach to support our year-round communities.

Funding for the HOAP program is truly an investment in the Town's future as a year-round community.

Sincerely,


Marla O'Byrne
Executive Director

**Town of Southwest Harbor
Community Service Organization
Funding Request**

Organization Name: Island Housing Trust

Mailing Address: PO Box 851
Mount Desert, ME 04660

Contact Person: Marla O'Byrne

Phone: 207-244-8011

E-mail: mobyne@islandhousingtrust.org

Amount Requested: \$2,500

Are You a 501 (c) (3)? YES ☒ NO ☐

Tax ID #: 22-2993615

Program Description: IHT promotes viable, year-round communities
by advancing year-round housing on MDI. IHT holds covenants on 38 properties, with
13 residents in Southwest Harbor.

Program Budget

Income:

Federal/State Funds: \$0

County Funds: \$0

Municipal Funds: \$17,500

Grants: _____

Donations: \$10,000

Fundraising: \$

User Fees/Service Fees: \$0

Investments: _____

Other: Reserve : \$12,076

Total Income: \$44,576

Expenses:

Salaries & Benefits:	<u>\$12,500</u>
Program Supplies:	<u>\$750</u>
Utilities:	<u></u>
Rent/Mortgage	<u></u>
Fundraising Expenses:	<u>\$1760</u>
Other: HOAP Covenant Review	<u>\$500</u>
Other: HOAP Request	<u>\$29,066</u>
Other:	<u></u>
Total Expenses:	<u>\$44,576</u>
Net Profit/Loss:	<u>\$ 0</u>

Please submit the following items along with your completed application:

- Cover letter outlining request and benefit to the residents of Southwest Harbor;
- Written report to be printed in the Southwest Harbor Annual Report (if required by policy);
- Organization Budget for Current Fiscal Year;
- Most Recent Audit Report (if your organization is not audited, please provide your organization's most recent financial statement and explain in your cover letter);
- Petition (if required by policy);

All items, along with the completed application, must be received by **December 1st**, in order for your request to be considered complete. Late or incomplete requests will not be considered.

Marla O'Byrne
Signature

Marla O'Byrne
Printed Name

November 29, 2021
Date

Executive Director
Title

ISLAND HOUSING TRUST
2021 OPERATIONS & PROGRAMS BUDGET

REVENUE

Contributed Support	\$2,965,000
Earned Revenue	
Interest-Savings/Short Term Inv	
Subtotal Earned Revenue	<u>\$ 1,000</u>

TOTAL REVENUE	<u><u>\$2,966,000</u></u>
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EXPENDITURES

Operations	<u>\$ 512,290</u>
Subtotal Operations	\$ 512,290
Programs	
Projects	\$ 952,000
Home Ownership Assistance Program	<u>62,500</u>
Subtotal Programs	\$1,014,500

TOTAL EXPENDITURES	<u><u>\$1,526,790</u></u>
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NET REVENUE (LOSS)	<u><u>\$1,439,210</u></u>
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