



# CITY OF HALLOWELL

ONE WINTHROP STREET  
HALLOWELL, MAINE 04347

## CITY COUNCIL

TEL: (207) 623-4021 FAX (207) 621- 8317

ORDER 15-06: ADOPTION OF THE MUNICIPAL EXPENDITURE BUDGET FOR FY 15/16 (JULY 1, 2015 THROUGH JUNE 30, 2016).

BE IT ORDERED by the Hallowell City Council that the following expenditure budget by all departments is ADOPTED:

<u>DEPARTMENT</u>	<u>BUDGET</u>
10 Administration	190,639
11 City Council	13,000
12 Elections	12,640
13 Legal Services	20,000
14 Planning Board	1,800
15 Manager's Contingency	3,500
16 Code Enforcement	86,086
20 City Treasurer	66,637
21 Assessors	27,623
22 Debt Service	333,738
23 Insurance	366,148
30 Police Department	286,420
31 Special Duty	3,000
32 Fire Department	48,825
33 Water District	131,759
39 Winter Road Maintenance	77,000
40 Public Works	272,238
41 Communications	38,975
42 Cemetery	19,671
50 Solid Waste	38,300
60 Forestry	2,128
61 Conservation	2,286
62 Recreation	50,000
70 Utilities	77,080
80 General Assistance	10,200
81 Health	26,000
86 Professional Fees	6,800
87 Community Services	45,600
90 Capital Improvements	229,472
<b>TOTAL MUNICIPAL BUDGET</b>	<b>2,487,565</b>

First Reading: 6/8/2015

Second Reading: 7/13/2015

Third Reading: 7/13/2015

Effective Date: 7/13/2015

ORDERED by the City Council of the City of Hallowell

\_\_\_\_\_  
s/  
Mark L. Walker  
Mayor

\_\_\_\_\_  
s/  
Lynn F. Irish  
Councilor, Ward 2

\_\_\_\_\_  
s/  
Alan B. Stearns  
Councilor-at-Large

\_\_\_\_\_  
s/  
Phillip W. Lindley  
Councilor, Ward 3

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s/  
George D. Lapointe  
Councilor-at-Large

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s/  
J. Mark Sullivan  
Councilor, Ward 4

\_\_\_\_\_  
s/  
Kate Dufour  
Councilor, Ward 1

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s/  
Lisa M. Harvey-McPherson  
Councilor, Ward 5

## 10 Administration

20 MAINTENANCE	
01 Equipment	1,000
02 Computers	5,000
03 Vital Books	2,600
15 Building	10,000
25 MISCELLANEOUS	
01 Expense	2,000
03 Dues	300
30 OFFICE EXPENSES	
01 Annual Report	300
02 Printing	600
03 Advertising	400
04 Supplies	2,500
05 Postage	3,000
06 Postage Rental	0
08 Web Site Maintenance	1,000
15 Trio Software License	3,600
21 Copier Lease	2,200
31 DEVELOPMENTAL	
01 Training & Travel	2,000
35 SALARIES	
01 City Manager	68,316
02 City Clerk	26,110
03 Deputy City Clerk	33,446
08 Assistant Clerk	24,017
60 Longevity Bonuses	0
36 OVERTIME	
01 Wages	1,000
40 SUPPLIES	
02 Copier Paper	750
03 Subscriptions	500
	<b>190,639</b>

## City Council

### 25 MISCELLANEOUS

02 Contingency	3,500
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### 30 OFFICE EXPENSES

02 Printing	100
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03 Advertising	200
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04 Supplies	100
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07 Inauguration Reception	300
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14 Inauguration Photos	200
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### 35 SALARIES

05 Mayor	1,600
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06 City Councilors	7,000
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**13,000**

## **12 Elections**

### 30 OFFICE EXPENSES

03 Advertising	750
04 Supplies	400
05 Postage	200

### 31 DEVELOPMENTAL

01 Training & Travel	300
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### 35 SALARIES

07 Election Workers	6,000
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### 40 SUPPLIES

09 Vote Mach – Programmimg	2,000
17 Vote Mach – Maintenance	1,490
20 Ballot Printing	1,500

**12,640**

## **13 Legal Services**

46 LEGAL

01 General Legal

20,000

**20,000**

## 14 Planning Board

25 MISCELLANEOUS	
06 Mapping	1,000
30 OFFICE EXPENSES	
03 Advertising	400
04 Office Supplies	100
31 DEVELOPMENTAL	
01 Training & Travel	300
35 SALARIES	
12 Consultant	0
	<b>1,800</b>

## **15 Manager's Contingency**

25 MISCELLANEOUS

02 Contingency

3,500

**3,500**

## 16 Code Enforcement

25 MISCELLANEOUS	
03 Dues	210
30 OFFICE EXPENSE	
04 Office Supplies	200
05 Postage	250
31 DEVELOPMENTAL	
01 Training and Travel	500
35 SALARIES	
14 Code Enforcement Officer	25,684
40 SUPPLIES	
03 Subscriptions/Books	200
51 WEARING APPARREL	
01 Uniform/Safety	150
55 ROAD OPENING PERMITS	
18 Reimbursements	58,892
	<b>86,086</b>

## 20 City Treasurer

25 MISCELLANEOUS	
03 Dues	25
10 Bank Fees/Service Charges	600
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30 OFFICE EXPENSES	
02 Printing	1,350
04 Office Supplies	1,500
05 Postage	1,500
09 Registry of Deeds	2,000
10 Audit	7,300
15 Licensing	3,800
17 Kennebec Sheriff's Office	0
18 Registry Subscription	400
31 DEVELOPMENTAL	
01 Training and travel:	750
35 SALARIES	
15 City Treasurer	47,412
	<b>66,637</b>

## 21 Assessors

20 MAINTENANCE	
02 Computer	0
05 Maps	1,500
30 OFFICE EXPENSES	
02 Printing	300
05 Postage	200
15 Trio Software License	3,900
31 DEVELOPMENTAL	
01 Training and Travel	600
35 SALARIES	
12 Consultant.	2,500
13 Assessors' Agent	17,123
16 Chairman	500
17 1 <sup>st</sup> Assessor	500
18 2 <sup>nd</sup> Assessor	500
	<b>27,623</b>

## **22 Debt Service**

### 47 PAYMENTS & LEASE

25 09/10 Gorham Savings Bond	191,988
26 Cemetery Loan #1	112,500
27 Cemetery Loan #2	29,250

**333,738**

## 23 Insurance

48 GOVERNMENTAL INSURANCE	
01 General Liability	26,000
02 Unemployment Comp	10,200
03 Social Security	66,000
04 Public Officials Liability	12,500
05 Workers' Compensation	23,707
06 Deductible	2,500
49 RETIREMENT	
01 City Retirement Match	45,000
50 MEDICAL & DENTAL	
01 MMA Health	154,500
02 MMA Dental	7,300
03 Income Protection	7,500
04 Life Insurance	540
05 Stipend In Lieu	9,891
06 Firefighter's Insurance	510
	<b>366,148</b>

## 30 Police

15 FUELS	
01 Gas, Oil, Lube	14,000
20 MAINTENANCE	
01 Equipment	0
06 Vehicles	3,500
25 MISCELLANEOUS	
01 Expenses	1,000
03 Dues	250
30 OFFICE EXPENSES	
02 Printing	200
04 Offices Supplies	400
05 Postage	200
11 Software	100
21 Copier Lease	0
31 DEVELOPMENTAL	
01 Training and Travel	2,500
02 Academy Training	2,500
03 Health Program	100
35 SALARIES	
19 Clerk	2,669
20 Police Chief	59,827
22 Police Sergeant	41,933
23 Police Officer 1	38,605
24 Police Officer 2	35,922
25 Reserve Officers	18,000
27 Special Duty	0
45 Police Officer 3	35,214
48 Animal Control Officer	1,000
60 Longevity Bonus	600
70 Stipend - Training	0
36 OVERTIME	
01 Wages	18,000
40 SUPPLIES	
03 Subscriptions	500
05 Ammunitions	800

*POLICE (cont'd)*

06 Batteries and film	100
32 Records Management	2,500

45 VEHICLES

01 Tires	800
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51 WEARING APPAREL

01 Uniforms/Safety	3,500
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02 Bullet Proof Vests	700
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03 Uniform cleaning	1,000
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**286,420**

## **31 Special Duty**

35 SALARIES

27 Special Duty

3,000

**3,000**

## 32 Fire Department

15 FUEL	
01 Gas, Oil, Lube	2,000
20 MAINTENANCE	
01 Equipment	3,000
06 Vehicles	6,000
25 MISCELLANEOUS	
03 Dues	175
30 OFFICE EXPENSE	
02 Printing	100
31 DEVELOPMENTAL	
01 Training & Travel	750
03 Health Programs	300
35 SALARIES	
19 Administrative Clerk	450
28 Fire Chief Stipend	6,000
32 Fire Warden	300
34 Fire Calls Hourly Rate	17,000
46 Training	7,000
40 SUPPLIES	
07 Cleaning /1 <sup>st</sup> Aid	250
11 Tools & Supplies	3,000
51 WEARING APPAREL	
01 Safety Uniforms	2,500
	<b>48,825</b>

### **33 Water District**

52 CONTRACTING OF EQUIPMENT

01 Hydrants

131,359

07 HWD Water On/Off Fee

400

**131,759**

## **39 Winter Maintenance**

20 MAINTENANCE	
01 Equipment	4,000
35 SALARIES	
49 Seasonal Laborer	6,000
36 OVERTIME	
01 Wages	19,000
40 SUPPLIES	
22 Plow Parts	5,000
52 CONTRACTING OF EQUIPMENT	
03 Vehicles & Equipment	3,000
54 AGGREGATES	
01 Salt & Calcium Chloride	30,000
02 Winter Sand	10,000
	<b>77,000</b>

## 40 Public Works

15 FUELS	
01 Gas, Oil, Lubricants	25,000
20 MAINTENANCE	
01 Equipment	6,000
06 Vehicles	7,000
07 Sweeper	2,000
09 Docks	1,000
15 Building	2,000
30 OFFICE EXPENSES	
02 Printing	300
03 Advertising	200
04 Supplies	800
31 DEVELOPMENT	
01 Training & Travel	750
35 SALARIES	
35 Highway Foreman	48,402
36 PW 1	34,902
37 PW2	34,902
38 Custodian	10,000
41 PW3	34,902
49 Seasonal Laborer	6,000
52 Safety Officer Stipend	2,080
36 OVERTIME	
01 Wages	5,000
40 SUPPLIES	
11 Tools/Equipment Auto & Shop	7,000
12 Culverts	3,000
14 Crosswalk Paint	1,000
15 Sign Materials	1,500
45 VEHICLES	
01 Tires	2,000
03 Loader Overhaul	2,000
51 WEARING APPARREL	
01 Uniforms/Safety	2,500

*PUBLIC WORKS (cont'd)*

52 CONTRACTING OF EQUIPMENT

03 Equipment & Vehicles	5,000
05 Granite Hill Catch Basins	9,500
06 Catch Basins	4,000
08 Grading	2,000
09 Roadside Mowing	2,500

54 AGGREGATES

03 Loam/Gravel/Reclaim	5,000
04 Cold Patch/Hot Mix	1,000
06 Paving & Improvements	3,000

**272,238**

## **41 Communications**

### 53 PHONES & RADIOS

01 City Hall 623-4021.	625
02 City Hall 622-3227	625
03 Police 623-3131	800
04 Police 622-9710	625
05 City Hall 620-9006	625
06 Fire Department 623-2860	1,100
07 Public Works 622-3993	1,100
12 Dispatch Services	30,000
13 FAX PD 623-7147	625
16 FAX City Hall 621-8317	625
17 Elevator Phone Line	625
18 Internet	1,600

**38,975**

## 42 Cemetery

10 PROJECTS	
23 Projects	0
15 FUELS	
01 Gas, Oil, Lubricants	2,500
20 MAINTENANCE	
01 Equipment	700
25 MISC.	
01 Expenses	600
35 SALARIES	
39 Superintendent	12,021
36 OVERTIME	
01 Wages	500
40 SUPPLIES	
11 Tools & Supplies	500
16 Grave Flags	250
42 EQUIPMENT	
20 Mowing Machines	0
25 Trimmers	1,000
30 Porta-John	600
35 Dumpster	1,000
	<b>19,671</b>

## **50 Solid Waste Recycling**

20 MAINTENANCE	
15 Building Maintenance/Repairs	300
31 DEVELOPMENT	
05 Education	500
40 SUPPLIES	
24 Equipment	0
55 FEES	
01 Per Capita Contract	29,600
02 Recycling	3,200
11 Bulky Waste Disposal	3,000
12 Household Hazardous Waste	1,500
13 Wood Waste	200
	<b>38,300</b>

## **60 Forestry**

### 05 SPECIAL PROJECTS

14 Forest Management Study	328
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### 20 MAINTENANCE

12 City Tree Removal	800
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14 Tree Maintenance	1,000
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<b>2,128</b>
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## **61 Conservation**

20 MAINTENANCE	
20 Trails/Construction	2,121
25 MISCELLANEOUS	
03 Dues	165
	<b>2,286</b>

## 62 Recreation

31 DEVELOPMENT	
07 First Aid	1,900
08 Lunch Program	2,500
09 Activities	2,000
35 SALARIES	
75 Summer Rec	30,000
40 SUPPLIES	
01 Postage	150
25 Supplies	1,950
42 EQUIPMENT	
19 Summer Rec	2,500
52 CONTRACTING	
11 Busing	3,000
58 PARKS	
01 Vaughan Field	1,000
02 Granite City Park	3,000
03 Res Area	2,000
	<b>50,000</b>

## 70 Utilities

### 15 FUELS

02 Heating - City Hall	9,000
03 Heating - Fire Department	6,200
04 Heating - Public Works	6,000

### 56 ELECTRIC/WATER/SEWER

01 Repairs to Streetlights	3,000
02 Electricity City Hall	5,000
03 Electricity Fire Station	1,100
04 Electricity Apt at Fire Station	700
05 Highway Garage	1,800
06 Cemetery Electricity	300
07 Electricity Street Lights	40,000
08 Electricity Traffic Light	180
10 Water/Sewer City Hall	1,700
11 Water/Sewer Fire Department	400
12 Water/Sewer Highway	600
13 Water/Sewer Cemetery	200
14 Water/Sewer RES Area	500
16 Electric-Waterfront	400

**77,080**

## **80 General Assistance**

31 DEVELOPMENTAL	
01 Training and Travel	100
35 SALARIES	
42 Director:	0
40 SUPPLIES	
23 Forms	100
57 GENERAL ASSISTANCE	
01 GA Benefits	10,000
	<b>10,200</b>

## 81 Health

55 FEES

03 Unpaid Bills

4,000

04 Per Capita Fees

22,000

**26,000**

## **86 Professional Assessments**

61 ASSESSED FEES	
01 Maine Municipal Association	3,200
02 KV Humane Society	3,500
05 KVCOG	0
06 Public Garden	100
	<b>6,800</b>

## 87 Community Services

60 DONATIONS	
01 Dr. Hubbard Building	1,200
02 Library	27,000
03 Senior Citizens Dinners	500
04 Old Halloween Day	2,000
05 Christmas Tree Lights	0
06 Children's Christmas Party	900
07 Summer Concert Series	4,300
08 KVCAP	500
09 Cohen Center	1,000
12 Family Violence Project	500
15 Downtown Christmas Garland	1,200
16 Summer Recreation	0
17 HABOT	0
20 Sexual Assault	500
21 Rail Trail	4,000
23 Harlow Art Gallery Request	2,000
	<b>45,600</b>

## **88 RSU #2**

55 FEES

08 School Payment

2,637,660

**2,637,660**

## **89 County Taxes**

55 FEES

10 County Taxes

233,187

**233,187**

## **90 Capital Improvements**

### 10 PROJECTS

05 City Hall Maintenance/Repair	10,000
19 Central Street	55,000
41 Mayflower Reconstruction	100,000
45 Museum in the Streets	1,472
47 Central St. Culvert	45,000
49 Stormwater	10,000
51 Photocopier - front office	8,000

**229,472**

## 94 TIF Agreements

12 PAYMENTS (CEA)	
01 Kennebec Ice Arena	49,323
02 Woodlands	26,290
	<b>75,613</b>

## **95 DOWNTOWN TIF**

02 DOWNTOWN TIF	
01 Roads/Sidewalks/Stormwater	30,000
02 Streetlighting	
03 Parking	
04 Acquisition and Improvement	
05 Improvements to Public Facilities	
06 Public Restrooms	30,000
07 Business Gateways	
08 WiFi	
09 Professional Costs	
10 Administrative Costs	
11 Streetscape Improvements	
12 Organizational Costs	
13 Stevens School Project	
14 Waterfront Development	
15 Renovation of Fire Station Bldg.	
16 Public Safety Equipment	
17 Public Works Equipment	
18 Revitalization Planning	
19 Marketing and Promotion	
20 Revolving Loan Fund	
21 Erosion Control	
22 Rail Trail Enhancement and Expansion	
23 Econ. Devel. Prog Implementation	
24 Econ Devel Prog Support	
25 Local Match	
26 Leased Buildings	
27 Contingency	20,000
	<b>80,000</b>