COUNTY OF SAGADAHOC

COMMISSIONERS' FY 2018-19 BUDGET

June 12, 2018

Sagadahoc County
Annual Budget
Fiscal Year 2018-2019

Commissioners

Charles E. Crosby III, Chair
Carol A. Grose, Vice Chair
Rabyrne Hutton

County Administration

Pamela A. Hile, Administrator
Sharon Hinckley, Human Resources Director
Jane Scease, Treasurer
Clarice Proctor, Finance Manager
Joel Merry, Sheriff
Brett Strout, Chief Deputy
Lynn Moore, Registrar of Deeds
John Voorhees, Judge of Probate
Carolyn Bird, Registrar of Probate
Brodie Hinckley, Communications Director
Sarah Bennett, Emergency Management Director
Jonathan Liberman, District Attorney

,COUNTY OF SAGADAHOC, MAINE

CHARLES E. CROSBY, III
DISTRICT 1
BOWDOIN & TOPSHAM

CAROL A. GROSE
DISTRICT 3
ARROWSIC, GEORGETOWN, PHIPPSBURG
RICHMOND, WEST BATH & WOOLWICH

RABYRNE HUTTON
DISTRICT 2
BATH & BOWDOINHAM

PAMELA A. HILE
COUNTY ADMINISTRATOR

RESOLUTION NO. 2018-3

AT A REGULAR MEETING OF THE COUNTY OF SAGADAHOC BOARD OF COMMISSIONERS HELD ON TUESDAY, JUNE 12, 2018 AT 3:00 P.M. IN THE MEETING ROOM OF THE COURTHOUSE, 752 HIGH STREET, BATH, MAINE.

A RESOLUTION TO ADOPT THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019.

WHEREAS, Title 30-A, Section 884of the M.R.S.A. requires that a budget be adopted by June 15th for the new fiscal year; and

WHEREAS, the Budget Advisory Committee and Board of Commissioners held a Public Hearing as required by Title 30-A, Section 884 of the M.R.S.A. and the Budget Advisory Committee has forwarded its recommendations to the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the proposed budget and is of the opinion that County government can operate for the twelve-month period beginning July 1, 2018 to June 30, 2019, with the revenues and expenditures contained in the attached budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that the budget for FY 2018-19, as attached, in the amount of $9,810,604, with a total tax levy of $8,358,854, be adopted.

NOW, THEREFORE, BE IT FUTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that the funds necessary to cover the expenditures itemized in the budget for FY 2018-19 be appropriated.

NOW, THEREFORE, BE IT FUTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that all reserve account balances as of June 30, 2018 shall be carried forward into FY 2018-19 and that the following transfers shall be made:

a.) Communications - $24,000 from Spillman Geobase Server Reserve Account to Console Upgrade Project Reserve Account

b.) Corrections - $46,682 from Corrections Surplus Reserve Fund to Transport Operations.

NOW, THEREFORE, BE IT FUTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that the following reserve/assigned funds be appropriated for use as needed:

a.) Fuel Reserve
b.) Unfunded Liabilities Reserve
c.) Insurance Deductible Reserve
d.) Unemployment Reserve
e.) Microwave Replacement Project
f.) Building Maintenance Reserve: $3,500 for Parking Lot Sealing Project and $2,740 for Parking Lot Lighting Project
g.) HVAC Replacement
h.) Parking Lot Lighting Project
i.) Copiers and Laser Printers
j.) Sheriff's Vehicles
k.) Health Insurance
l.) Phone System Upgrades
m.) DVI Vehicle
n.) Roof Maintenance

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that any balance remaining in Account 204-52200 "Health Insurance", as of June 30, 2018, that is in excess of the amount needed to balance Department 204, be transferred into the Health Insurance Reserve Account and carried forward into FY 2018-19.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that the interest rate for the delinquent payment of taxes shall be set at 6%, which is the maximum rate set by the State of Maine for 2018.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that $537,418 be taken from the undesignated fund balance and used to offset the FY 2018-19 tax levy.

NOW, THEREFORE, BE IT FUTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that this Resolution takes effect July 1, 2018.

This Resolution was unanimously adopted by the County of Sagadahoc Commissioners on June 12, 2018.

Charles E. Crosby III, Chair

Carol A. Grose

Carol A. Grose, Vice Chair

Rabyrne Hutton

Overview

FY 2018-19 Budget Overview

The Commissioners' adopted budget for the County of Sagadahoc for the fiscal year beginning July 1, 2018 and ending June 30, 2019 includes funding for the various programs, activities and functions which represent some of the major needs of the County.

There are a number of factors influencing this budget. The first is the need to preserve a reasonable fund balance that will enable us to maintain our bond ratings and be available for use in unforeseen circumstances. The current budget reflects a 15% unassigned fund balance reserve, which would provide the County with sufficient operating funds for approximately 1.8 months. While not optimal (and 15.2% less than the maximum allowed by state statute), this falls within GFOA's (and the bond banks') minimum recommendations. Other important elements are an increase of $49,477 (3.5%) in benefits; an increase of $44,682 in corrections due to the transfer of reserves to fund the cost of a new program officer; and increases in wages for both union and non-union employees. Perhaps the most significant factor, however, is a 95.3% rise in the available unassigned (surplus) funds, as reflected in the $119,838 (68.2%) increase in capital reserves and as discussed below.

The combined budgets for FY 2018-19 equal $9,810,604, which is an increase of $275,778 **(2.89%)** when compared to the current fiscal year's combined budgets of $9,534,826. A further breakdown indicates the following:

	Operating	Debt Service	Capital Reserve	Corrections	Combined
2018-19	$5,653,800	$ 885,013	$295,504	$2,976,287	$9,810,604
2017-18	$5,512,642	$ 914,913	$175,666	$2,931,605	$9,534,826
	$ 141,158	$ (29,900)	$119,838	$ 44,682	$ 275,778

The amount to be raised through taxes has **decreased** by $63,318 **(-0.8%),** from $8,422,172 in FY 2017-18 to $8,358,854 in FY 2018-19. The primary reason for this is an increase of $262,264 (95.3%) in the amount of surplus available to offset the tax. The unassigned fund balance increased from 18.7% of the tax assessments in FY 2016-17 to 22.3% in 2017-18. Therefore, not only was the fund balance increased, there were additional funds in excess of the 20% allowed by state statute ($165,232) that must be applied to the tax commitment or capital reserves in FY 2018-19. There is also a projected increase of $76,832 (9.2%) in non-tax revenues, which includes a transfer of $46,682 from the Corrections Reserve Fund to Transport. Much of the excess surplus was applied to capital reserves for both one-time and on-going projects (an increase of $119,838 from the previous year), with the balance used to offset increases in operating costs (both of which reduced the tax commitment for FY 2018-19). It is important to note, however, that although the County was able reduce the total tax levy this year, there is no guarantee that the levels of reserves/revenues will be available to continue to do so moving forward.

Undesignated Fund Balance 7/1/16	1,660,593
Projected Net Changes as of 6/30/17	139,340
Projected Undesignated Fund Balance 6/30/17	1,799,933
Proposed Operating/Debt/Jail Budget	9,518,310
Recommended Fund Balance: 15% (1.8 mos)	1,427,747
Amount Available to Offset Tax Levy	372,186
2016-17 Reserve in Excess of 20%	165,232
Total	537,418
Projected Revenues	
State Corrections	268,000
DA	5,400
Administration	20,000
Deeds	300,000
Civil	7,000
Probate	70,000
MDEA	99,250
Sheriff	4,500
EMA	93,500
TOTAL:	867,650
Other Funding Sources (Corrections Reserve)	46,682
TOTAL AVAILABLE TO OFFSET TAX LEVY	**1,451,750**

Total Proposed FY 2018-19 Budget	**9,810,604**	
Less Non-Tax Revenue	1,451,750	
TAXES TO BE RAISED	**8,358,854**	
FY 2017-18 Tax Levy	8,422,172	
Decrease	**63,318**	**-0.8%**

2018-19 COMPARATIVE BUDGET SUMMARY

EXPENDITURES	2011-12 Budget Appropriation	2012-13 Budget Appropriation	2013-14 Budget Appropriation	2014-15 Budget Appropriation	2015-2016 Appropriation	2016-2017 Appropriation	2017-2018 Budget Appropriation	2018-2019 Budget Proposed	% Difference
General Government									
Administration	430,155	465,628	486,132	473,522	471,658	492,285	500,364	510,915	2.1%
Employee Benefits	1,026,297	1,053,022	1,125,084	1,272,690	1,349,142	1,366,694	1,421,400	1,470,877	3.5%
Unemployment Reserve	4,500	7,500	12,000	16,000	0	0	650	2,275	250.0%
Unfunded Liability Reserve	81,600	0	5,000	2,200	15,000	10,000	24,000	18,000	-25.0%
Insurance	177,258	81,300	85,000	84,100	80,466	79,438	79,128	79,052	-0.1%
County Buildings		169,629	173,426	170,009	172,689	178,272	178,592	181,982	1.9%
District Attorney (11-12 Combined)	156,869	184,508	191,938	188,246	188,913	217,864	229,518	240,642	4.8%
Register of Deeds	156,869	156,210	156,051	155,588	150,968	156,426	159,273	162,666	2.1%
Register of Probate	141,301	138,918	143,225	143,949	143,902	153,601	156,795	157,005	0.1%
	2,206,800	2,249,215	2,377,856	2,506,204	2,572,738	2,654,580	2,749,720	2,823,414	2.7%
Public Safety									
Sheriff's Department	1,387,634	1,376,034	1,381,568	1,420,911	1,444,811	1,447,444	1,481,925	1,550,102	4.6%
Transport	2,476,477	2,657,105	2,657,105	2,657,105	2,657,105	329,949	351,829	411,511	17.0%
TBRJ						2,497,156	2,454,776	2,454,776	0.0%
Programs						130,000	125,000	110,000	-12.0%
Civil Process	33,179	27,990	29,690	29,690	30,223	29,380	29,570	30,119	1.9%
Communications	846,500	897,637	896,631	921,461	961,034	994,269	1,029,323	1,022,834	-0.6%
Emergency Management Agency	98,370	118,342	122,323	159,876	163,861	168,323	164,531	169,634	3.1%
	4,842,160	5,077,108	5,087,317	5,189,043	5,257,034	5,596,521	5,636,954	5,748,976	2.0%
Debt Service									
Principal & Interest Payments	999,413	974,813	950,213	925,613	866,125	880,675	853,725	823,825	-3.5%
Payment on Lease Purchase	75,000	61,188	61,188	61,188	61,188	61,188	61,188	61,188	0.0%
	1,074,413	1,036,001	1,011,401	986,801	927,313	941,863	914,913	885,013	-3.3%
Program Grants	43,562	43,562	39,339	39,414	42,160	43,855	43,855	40,105	-8.6%
Other Uses of Funds									
VOCA/Other Special Uses	6,700	6,600	37,970	8,616	9,374	11,329	11,262	12,291	9.1%
Capital Improvements	108,627	116,840	153,400	137,985	125,475	191,610	175,666	295,504	68.2%
Fuel Reserve	41,718	0	0	0	0	0	0	0	0.0%
Orthoimagry Reserve		2,400	4,267	0	0	0	2,456	5,301	115.8%
	153,043	125,840	195,637	146,601	134,849	202,939	189,384	313,096	65.3%
Overlay	0	0	0	0	0	0	0	0	0.0%
TOTAL EXPENDITURES	**8,323,978**	**8,531,726**	**8,699,550**	**8,868,063**	**8,934,094**	**9,439,758**	**9,534,826**	**9,810,604**	**2.89%**

REVENUES	2011-2012 Budgeted Revenues	2012-2013 Budgeted Revenues	2013-2014 Budgeted Revenues	2014-2015 Budgeted Revenues	2015-2016 Budgeted Revenues	2016-2017 Budgeted Revenues	2017-2018 Budgeted Revenues	2018-2019 Budgeted Revenues	
Estimated Revenue	330,000	410,912	409,677	462,884	468,300	477,492	487,500	500,400	2.6%
MDEA	0	0	0	0	0	80,500	80,500	99,250	23.3%
Surplus	761,746	425,539	416,083	341,320	268,503	399,237	275,154	537,418	95.3%
State Corrections	0	0	0	0	0	297,000	269,500	268,000	-0.6%
Other Governmental Funds		87,037	31,716	0	0	0	0	46,682	100.0%
TOTAL REVENUES	**1,091,746**	**923,488**	**857,476**	**804,204**	**736,803**	**1,254,229**	**1,112,654**	**1,451,750**	**30.48%**
TAX CALCULATION									
Total Expenditures	8,323,978	8,531,726	8,699,550	8,868,063	8,934,094	9,439,758	9,534,826	9,810,604	2.9%
Minus Revenues & Other Sources	1,091,746	923,488	857,476	804,204	736,803	1,254,229	1,112,654	1,451,750	30.5%
TAXES TO BE RAISED	**7,232,232**	**7,608,238**	**7,842,074**	**8,063,859**	**8,197,291**	**8,185,529**	**8,422,172**	**8,358,854**	**-0.75%**

LD 1 CALCULATION HISTORY

	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Budget Appropriation						
Plus Overlay						
Less Projected Revenues						
Less Surplus Used						
Total Assessment Raised By Taxes	7,842,074	8,063,859	8,197,291	8,185,539	8,442,172	8,358,854
Total Appropriation						
Less Corrections-Related						
Less Corrections-Related						
Total Non-corrections Related Appropriation						
Previous Years' LD 1 Limit	10,164,794	10,271,524	10,415,325	10,581,970	11,092,021	11,679,898
Property Growth Factor	0	0.0031	0.0075	0.0215	0.0246	0.004
Income Growth Factor	0.0105	0.0109	0.0086	0.0267	0.0284	0.0261
Total Growth Factor	0.0105	0.014	0.0161	0.0482	0.0530	0.0265
LD 1 Calculation						
Previous Year's LD 1 Limit	10,164,794	10,271,524	10,415,325	10,581,970	11,092,021	11,629,898
Times Total Growth Factor	x 1.0105	x 1.0140	x 1.0160	x 1.0482	x 1.0530	x 1.0265
TOTAL LD 1 ASSESSMENT LIMIT	10,271,524	10,415,325	10,581,970	11,092,021	11,679,898	11,938,090

Amount the Sagadahoc County Jail Cap assessment can be increased in FY 2018-19: $11,691

Revenues

2018-2019 Revenue History and Projection

	2014-2015		2015-2016		2016-2017		2017-2018			2018-2019	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	12/31/2017	Estmated EOY	Projected	% Change
District Attorney	4,500	5,903	4,500	8,424	5,000	8,906	5,200	5,387	5,400	5,400	3.8%
Deeds	285,000	339,875	278,500	331,009	280,000	355,014	290,000	194,501	330,000	300,000	3.4%
Probate	60,000	74,134	60,000	74,972	60,000	68,473	60,000	37,768	65,000	70,000	16.7%
EMA/EMA Rent	93,184	98,095	101,750	97,510	105,692	64,569	105,300	49,775	99,550	93,500	-11.2%
Civil	10,000	11,414	8,530	11,149	6,000	10,567	5,000	0	5,000	7,000	40.0%
Sheriff/Home Release	4,500	11,101	6,000	7,732	6,000	3,939	5,000	80	160	4,500	-10.0%
Interest Earned	4,500	11,146	5,000	21,807	13,500	22,747	15,000	12,578	22,000	18,000	20.0%
Fuel Tax	1,200	0	0	0	0	0	0	0	0	0	0.0%
MDEA Reimburse.	0	0	0	18,055	80,500	105,444	80,500	43,846	88,000	99,250	23.3%
Court Fines/Fees	0	0	0	0	0	0	0	0	0	8,000	100.0%
Corrections Reserve	0	0	0	0	0	0	0	0	0	46,682	100.0%
State Corrections	0	0	0	312,614	297,000	269,023	269,500	298,289	298,289	260,000	-3.5%
Misc.	0	0	1,300	1,735	1,300	10,693	2,000	1,800	2,000	2,000	0.0%
	462,884	551,668	465,580	885,007	854,992	919,374	837,500	644,023	915,399	914,332	**9.2%**

State corrections revenues ($260,000) and Court Fines ($9,000) are now coming to the County rather than directly to TBRJ, and it is difficult to anticipate the amount until the end of the FY. (in previous years these were combined under "State Corrections" but have been separated beginning in FY 2018-19.) A transfer of $46,682 from the Corrections Reserve Fund will cover the costs of adding a new programs officer. Also, the County continues a contract with the state that will reimburse personnel costs for one investigator ($99,250). In addition, EMA reimbursements have been running at about 86.3% of submitted requests. Finally, there has been an increase of $10 per passport in the amount that the County retains for its fee.

ESTIMATED END OF YEAR UNDESIGNATED FUND BALANCE AVAILABLE TO OFFSET TAXES FOR FY 2018-19

A		B	C	D
June 30, 2018 UFB used to offset 2018-19 taxes				
6/30/2017	Undesignated Fund Balance	$ 1,825,825		
	Amount Over Maximum to be Applied to FY 2018-19	(165,232)		
7/1/2017	Total Surplus Available after 2017-18 Budget was Approved		**$ 1,660,593**	
Current Budget's Projected Impact on UFB				
6/30/2018	Anticipated appropriated funds not expended	$ 92,140		
6/30/2018	Anticipated Revenues in Excess of Projected	$ 47,200		
6/30/2018	Total Funds to be Returned to UFB		$ 139,340	
Total Projected UFB at the End of 2017-18				**$ 1,799,933**
Maximum UFB Reserve allowed on a $8,422,172 Tax Levy (20%) (FY 2017-18)				$ 1,684,434
Minimum Amount that Must Be Used to Offset 2018-19 Taxes				$ 115,499
Recommended 15% Operating Reserve				$ 1,427,747
Total Amount Available to Offset 2018-19 Tax Levy				**$ 372,186**

Municipality	2017 State Valuation	% of County Tax Levy	2017-18 Municipality's County Tax Assessment		2018 State Valuation	% of County Tax Levy	2018-19 Municipality's County Tax Assessment
Arrowsic	894,000,00	1.98%	166,759		92,500,000	2.02%	168,849
Bath	933,650,000	20.71%	1,744,211		947,500,000	20.70%	1,730,283
Bowdoin	230,000,000	5.10%	429,531		236,100,000	5.16%	431,317
Bowdoinham	252,400,000	5.60%	471642		264,450,000	5.78%	483,142
Georgetown	463,900,000	10.28%	865,799		445,000,000	9.73%	813,316
Phippsburg	654,950,000	14.53%	1,223,742		647,150,000	14.14%	1,181,942
Richmond	263,900,000	5.86%	493,539		272,100,000	5.95%	497,352
Topsham	885,550,000	19.65%	1,654,957		913,450,000	19.96%	1,668,427
West Bath	349,000,000	7.74%	651,876		361,650,000	7.90%	660,349
Woolwich	385,400,000	8.55%	720,096		396,400,000	8.66%	723,877
TOTAL	4,507,750,000	100.00%	8,422,172		4,576,300,000	100.00%	8,358,854

Based on a $8,358,854 tax levy.

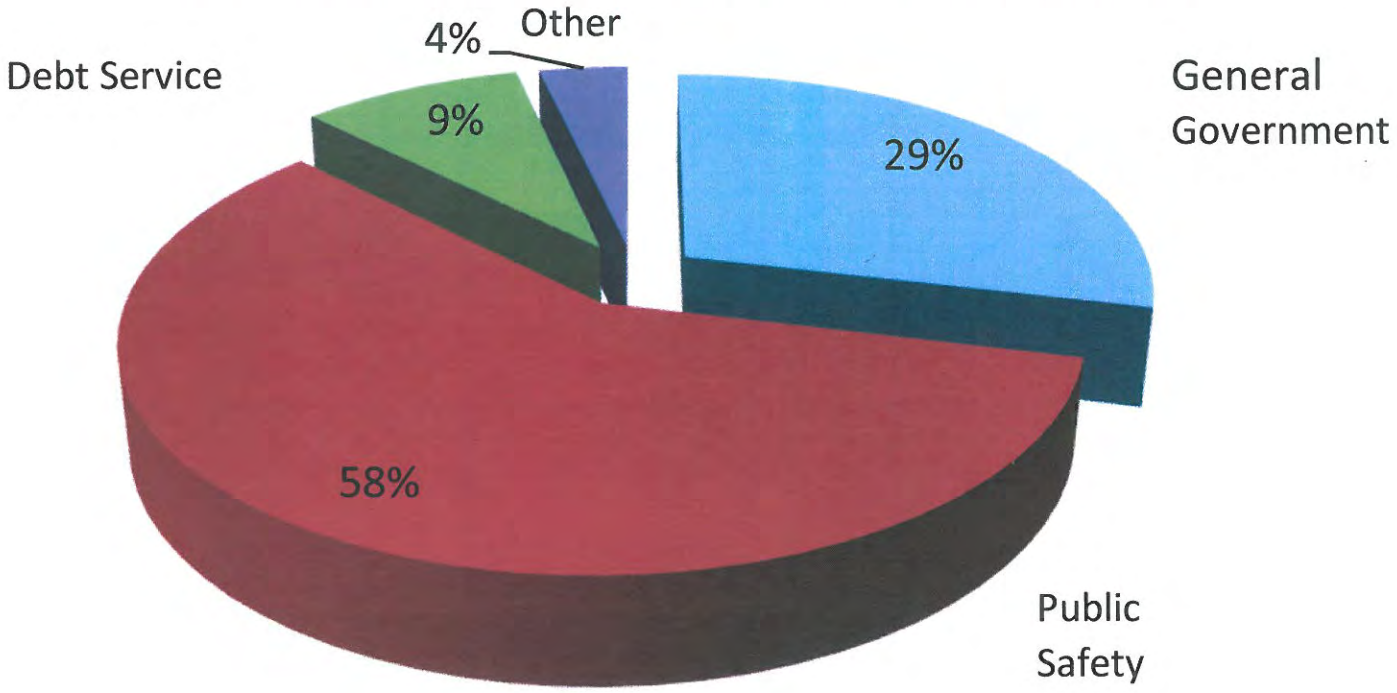
2018-2019
SAGADAHOC COUNTY'S SHORT TERM BORROWING LIMIT

By Statute, a County's short term borrowing limit is capped at 1/5 of 1% of the total valuation of the municipalities within the County.

$4,576,300,000 Valuation
X .01
$ 45,763,000
Divided by 5
$ 9,152,600 Short Term Borrowing Limit

Appropriations

FY 2018-2019 Appropriations



2018-2019 ADMINISTRATION - 201

		2015-16		2016-17		2017-2018			2018-2019							DETAILS
		BUDGET HISTORY		BUDGET HISTORY		BUDGET HISTORY			DEPARTMENT		Commishioners to BAC		BAC to Public Hearing		Final	
		Budget	Actual	Budget	Actual	Budget	YTD Expenditures as of 12/31/17	Anticipated EOY Expenditures	Request	% Change	Comm. Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	
51010	Department Head Wage	78,064	78,032	79,585	79,277	81,666	40,629	81,666	84,112	3.0%	84,112					3% wage increase; 52 weeks + 1 day
51020	Supervisory Wages	58,711	58,597	0	-834	0	0	0	0	0.0%	0					This position has been eliminated.
51030	Finance Manager	50,365	44,513	54,517	44,771	55,938	28,000	56,605	58,928	5.3%	58,928					3% wage increase; 52 weeks + 1 day
51035	Assistant to Administrator	0	0	41,103	41,561	42,175	20,984	42,175	43,440	3.0%	43,440					3% wage increase; 52 weeks + 1 day
51040	Bookkeeper	38,497	38,481	39,258	39,811	42,992	21,364	42,992	44,282	3.0%	44,282					3% increase for Bookkeeper; 52 wks + 1 day
51070	Commissioners	21,582	21,626	22,071	22,071	22,647	9,662	22,647	23,324	3.0%	23,324					3% increase for Commissioners; plus 52 wks + 1 day
51070	Treasurer	5,138	5,138	5,240	5,134	5,378	2,689	5,378	5,538	3.0%	5,538					3% increase for the Treasurer; plus 52 wks + 1 day
51080	Salary Adjustments	0	0	0	0	0	0	0	0	0.0%	0					At the discretion of the Commissioners, this account is used for salary adjustments, temporary help, etc.
51300	Part-time HR Director	0		25,704	24,987	26,351	11,728	26,351	27,109	2.9%	27,109					3% increase; 52 weeks + 1 days - HR Director (16 hours/week).
	Part-time/Temporary	9,700	7,555	9,700	4,620	9,700	0	9,700	9,700	0.0%	9,700					Part-time, temporary position to assist with general office duties, bookeeping functions and/or special projects.
52100	Bd. of Assessment Review	350	147	300	124	300	0	300	300	0.0%	300					Administrative costs, training, advertising and supplies for the Sagadahoc County Board of Assessment Review .
	Wellness/Safety/ Ergonomic	2,300	1,633	2,500	839	2,400	235	2,200	2,400	0.0%	2,400					Flu and Hep B shots, ergonomic evaluations, ergonomically correct workspace adjustments and equipment, return-to-work physicals required by management, purchasing and replenishing first aid kits, reasonable accomodation equipment (ADA), Safety Program (repair deficiencies noted in inspections), Wellness Program,/posters.
	Office Supplies	7,000	3,702	5,500	3,282	5,200	1,320	4,000	5,000	-3.8%	5,000					Paper, W-2s, 1099's, recording tapes, binders, calendars, folders/file hangers, ink stamps, desk supplies, visual display supplies, signage, etc.
53050	Books and Periodicals	310	376	550	0	550	0	550	550	0.0%	550					Annual Times Record ($149); Human Resource and GFOA materials ($400)
53060	Postage	1,100	1,088	1,100	985	1,200	356	1,100	1,200	0.0%	1,200					Postage for outgoing correspondence; supplies for the postal machine (postal machine rental pmts are in building budget). Postage rate will increase by 1 cent
53600	Minor Equipment	2,700	2,006	2,700	568	2,700	1,223	2,700	2,700	0.0%	2,700					$700 of this appropriation is so the Administrative and Finance employees are able to replace small equipment during the budget year. The types of items that might need to be replaced through this line are calculator,; shredders, monitor stands, printers, fax machines, small vacuums, hole punches, paper cutter, etc. $2,000 is for the replacement of chairs, desks, bookshelves, tables, etc. for all County offices, as needed to replace broken furniture or when recommended by an ergonomic specialist.
	Training & Prof. Dev.	3,400	3,664	3,800	3,009	4,200	1,093	4,200	4,500	7.1%	4,500					Safety Training $70; MMA courses $400; MCCA convention $2,100 (includes part of Hannah.s planning Committee lodging plus have added one Commissioner); GFOA convention.and meetings $1,280; MTCMA convention and meetings $500; Treasurer's Assn. $150
	Dues and Membership	10,650	9,998	10,600	11,242	10,950	488	10,950	11,500	5.0%	11,500					MMA dues $650; MCCA dues/convention support $9,400 (+3%); Maine Treasurers Assn $50; MACCAM $150; GFOA $250; MEGFOA $250 ; MTCMA $170; HRASM $75; MLGHRA $100; Notary Renewals $120. (Note: NACO dues moved to EMA department.)
	Legal Fees	18,000	15,581	18,000	21,332	18,000	2,686	18,000	18,000	0.0%	18,000					Used for legal representation in legal matters, union matters, legal review of agreements, personnel issues, grievances, abatement appeals and contracts. No anticipated increase in the hourly rate.
54510	Prof. Services - Contracted	25,000	18,936	25,000	17,401	25,000	11,850	23,700	25,000	0.0%	25,000					The majority of these funds ($15,000) is used for contracted Information Technology work which includes a rapid response contract for emergency SO and Communications related computer problems, as well as computer set up, installation of software, trouble shooting, resolving computer crashes, installing back-up mechanisms, and overseeing several networks. This line item also used for TRIO maintenance costs; to contract for investigations, consulting, and HR Issues/studies; website assistance; energy audits; student internships; and special projects.
54520	Auditing Services	16,000	15,000	15,000	15,000	15,300	15,300	15,300	15,500	1.3%	15,500					Independent financial review required annually by law includes preparation of CAFR documents, also required by law, as well as miscellaneous support throughout the year.
	Telephone	8,300	11,280	1,380	1,146	1,300	541	1,300	1,300	0.0%	1,300					Cell phone costs via Verizon Wireless for Administrator and Maintenance Supervisor anticipated @ $105 monthly. Landline charges are included under the buildings budget.
	Equip. Maint. Contracts	4,830	5,078	4,900	4,924	5,000	1,575	5,000	5,215	4.3%	5,215					Copier Maintenance for all County copiers except the copier in Deeds $1,995; website hosting fee $3,012 plus midyear increase
	Travel	1,900	2,091	1,900	1,658	1,900	615	1,900	1,900	0.0%	1,900					Mileage is reimbursed per state rate, currently $0.44 per mile. Commissioners and the Treasurer are reimbused at same rate.
	Advertising	3,200	2,496	3,200	4,195	3,100	783	3,100	3,100	0.0%	3,100					Publication of public meeting notices/caucuses, sale of property and advertising to fill board and employee vacancies.
56210	Printing	500	0	300	0	300	0	300	200	-33.3%	200					Printing of envelopes, business cards, checks, etc.
56300	Miscellaneous Expenses	1,000	833	1,000	1,535	1,000	449	1,000	1,000	0.0%	1,000					Flowers; food for meetings; plaques; etc. (items not considered to be office supplies)
57400	Computer Equipment	21,000	20,969	21,000	20,960	21,000	2,117	21,000	21,000	0.0%	21,000					Countywide Computer hardware and software replacements/updates; servers; anti-virus/fire wall licensing/updates (approx $3,400/yr); 50 computers replaced on a 3 to 4 year rotation. Departments that need replacement computers in 2018-19 are as follows: SO – 3; Admin – 1; Probate – 1; DA – 2 ; EMA – 1; 3 spare units; others as needed and/or server replacement , for a total of approximately $17,000.
59104	Economic/Community Dev	52,846	52,844	44,117	44,116	44,117	22,058	44,116	44,117	0.0%	44,117					Contract with the MidCoast Econoimic Development District to provide these services to all of the Towns in Sagadahoc County.
59300	Contingency	29,215	7,800	52,260	52,260	50,000	32,797	50,000	50,000	0.0%	50,000					Commissioners' discretionary funds for unanticipated expenses.
	TOTALS	**471,658**	**429,464**	**492,285**	**465,975**	**500,364**	**230,541**	**498,230**	**510,915**	**2.1%**	**510,915**		**510,915**		**510,915**	

2018-2019 EMPLOYEE BENEFITS - 204

		2015-2016		2016-2017		2017-2018			2018-2019							
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT		COMMISSIONERS		BAC to Public Hearing		FINAL	
		Budget	Actual	Budget	Actual	Budget	YTD expended as of 12/31/17	Antic EOY Expend.	Request	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
52020	Workers Compensation	78,500	61,724	64,000	46,005	56,000	11,942	37,910	41,995	-25.0%	41,995					Workers Comp is estimated on a calendar year basis. The modifier in FY 2017-18 was lower than anticipated; however, we have had a few workers compensation claims in FY 2017-18, which will likely increase our modifier moving forward,
52030	Short Term Disability (UNUM)	11,300	10,027	10,800	10,185	8,000	5,489	8,000	9,000	12.5%	9,000					The County pays for short term disability for all full time employees. The benefit pays 50% of a disabled employee's weekly wages not to exceed $300 (provided the injury is not covered by Workers Comp).Cost for total County does not include Transport and VOCA. We pay a contract price monthly for each employee. FY2018-19 is budget is based on full staffing and anticipates a 12.5% increase based on usage/experience.
52040	MePers Life Insurance	24,000	22,314	24,093	22,445	22,800	12,069	22,800	25,437	11.6%	25,437					The County pays the cost of premiums for each full time employee based on two times their prior year salary and Dependant A coverage (Dependant coveage is up to $5,000) The budgeted cost does not include Transport and VOCA.
52110	457s - Deferred Compensation	17,015	15,147	15,200	19,057	20,200	10,278	20,550	24,337	20.5%	24,337					For employees who do not participate in Maine State Retirement, (now MePers), the County will match the employee's contribution (up to 6% match) if the employee choOses to participate in one of the two 457 plans sponsored by the County. The FY2018-19 budget based on current participants at full match.
52120	MePers Retirement	207,592	208,319	227,393	220,734	266,300	130,608	262,000	296,338	11.3%	296,338					Due to the current low yield on investments, the MePers retirement program has increased all employers' contributions (MePers is a defined benefit retirement.) The County's contribution for non- aw enforcement will increase from 9.6% to 10.0%, while the contribution for law enforcement will go from 12.6% to 12.8% . As the "surplus" account has been fully expended, the County must now raise the entire amount due.
52200	Meritain Health & Life	781,000	781,000	786,000	786,000	804,000	385,938	804,000	821,950	2.2%	821,950					In April 2015 the County switched to a self-funded health insurance plan. As there is a three month overlap of the plan year to our fiscal year, the first nine months are budgeted at no increase, and the last three months are budgeted at a 5% increase. This is based on full staffing, excluding transport and VOCA and including full payment for the Chief Deputy's policy with MMEHT ($27,174, which includes a projected 5% increase for 6 months). This amount also includes $9,435 for life insurance and the addition of one new position.
52300	FICA	222,125	214,560	229,598	217,620	236,500	94,060	230,000	244,220	3.3%	244,220					Based on .0765% of all wages budgeted minus Transport and VOCA.
51570	Health Insurance Buy-Out	6,000	6,500	8,000	6,000	6,000	3,000	6,000	6,000	0.0%	6,000					FY2018-19 budget is based upon the current number of employees who have opted out.
52530	YMCA Passes	1,610	1,400	1,610	1,400	1,600	1,400	1,500	1,600	0.0%	1,600					Two passes plus ten one-time use passes, Based upon usage, two passes appear sufficient at the current time.
	TOTALS	**1,349,142**	**1,320,991**	**1,366,694**	**1,329,445**	**1,421,400**	**654,784**	**1,392,760**	**1,470,877**	**3.5%**	**1,470,877**		**1,470,877**		**1,470,877**	

2018-2019 INSURANCE - 206

		2015-16		2016-2017			2017-2018				2018-2019								
		BUDGET HISTORY		BUDGET HISTORY			CURRENT BUDGET				DEPT. REQUEST			COMMISSIONERS		BAC to Public Hearing		FINAL	
		Budget	Actual	Budget	Actual	Result. Deduct. Reserve	Budget	YTD Expend. as of 12/31/17	Antic. EOY Expend.	Resulting Deductible Reserve	Original Request	% Change	Resulting Deductible Reserve	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
56010	Property & Casualty Insurance	76,946	73,450	76,738	72,968	N/A	75,728	36,676	74,659	N/A	76,552	1.1%	N/A	76,552					Most recent annual premium for the Risk Pool (for calendar year 2018) = $74,915. Increase from previous year is due primarlily to the addition of cyber coverage by the Risk Pool. In addition, he Risk Pool advises that all counties anticipate an increase of at least 3% effective 1 Jan 2019, with payment for the entire year due at that time. Also includes $525 for West Bath Tower.
56020	Surety Bonds	1,500	1,323	1,500	1,323	N/A	1,500	1,323	1,436	N/A	1,500	0.0%	N/A	1,500					Blanket coverage in the amount of $250,000 which is in excess of blanket crime coverage in the amount of $100,000 through the MCCA Risk Pool. (Includes 7% % increase of the actual premium.)
Fund 20	Deductible Reserve	2,000	448	1,200	972	2,122	1,900	0	2,000	2,022	1,000	-47.4%	3,022	1,000					This Reserve Account was established in the 2010-2011 Budget to offset deductibles that the County may have to pay as a result of losses, or uncovered losses. This reserve helps to reduce the need for departments to budget for "what if" losses. The resulting reserve total would cover two accident deductibles, which is the type of claim that is most often made by the County, and one property deductible,
	TOTALS	80,446	75,221	79,438	75,263	2,122	79,128	37,999	78,095	2,022	79,052	-0.10%	3,022	79,052		79,052		79,052	

History of Risk Pool (By calendar year)	
2009	74,934
2010	74,706
2011	73,742
2012	75,099
2013	74,303
2014	74,202
2015	73,283
2016	72,583
2017	72,311
2018	74,915

2018-2019 BUILDINGS - 210

		2015-16		2016-17		2017-18			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			Commr's Budget to BAC		BAC to Public Hearing		FINAL
		Budget	Actual	Budget	Actual	Budget	YTD Expend. As of 12/31/17	Antic. EOY Expend.	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved
51020	Supervisory	42,995	42,991	45,022	44,865	46,217	20,601	43,380	47,551	47,551	2.9%	47,551				
51300	PT Wages	6,204	6,607	6,330	6,399	6,520	3,414	6,520	6,716	6,716	3.0%	6,716				
[illegible]	Overtime	2,500	693	2,500	2,375	2,500	144	2,500	2,500	2,500	0.0%	2,500				
53020	General Supplies	5,600	6,346	5,700	6,155	5,700	4,090	6,100	6,100	6,100	7.0%	6,100				
53100	Sand and Salt	700	1,015	700	560	800	0	1,200	1,200	1,200	50.0%	1,200				
53400	Heating Fuel (Propane)	11,500	11,902	10,500	12,083	10,500	399	10,500	14,100	14,100	34.3%	14,100				
53600	Minor Equipment	1,000	572	1,000	294	1,000	297	1,000	1,700	1,700	70.0%	1,700				
53700	Vehicle Consum. & Gas	1,900	549	1,570	946	1,400	101	1,000	1,600	1,600	14.3%	1,600				
55010	Vehicles R&M	3,500	5,010	4,500	5,256	4,800	1,349	4,800	4,500	4,500	-6.3%	4,500				
55100	Electricity	38,600	36,777	38,600	39,654	38,000	15,468	38,000	38,000	38,000	0.0%	38,000				
55110	Water and Sewer	3,240	3,599	4,000	3,593	4,000	1,637	4,000	4,000	4,000	0.0%	4,000				
55120	Telephone	0	0	8,500	9,114	8,500	3,789	9,100	9,100	9,100	7.1%	9,100				
55200	Building Repair & Maintenance	16,000	8,021	16,000	12,123	15,000	1,913	15,000	15,000	15,000	0.0%	15,000				
55300	Rental-Land/Bldgs	3,200	2,610	2,600	2,088	2,600	0	2,100	2,100	2,100	-19.2%	2,100				
55340	Rental of Equip.	3,100	1,980	2,000	2,023	2,000	1,401	2,000	1,300	1,300	-35.0%	1,300				

DETAILS

3% increase; 52 weeks + 1 day

3% increase; 9 hours/week based on need, plus covering for absences of supervisor)

Plowing of two parking lots, shoveling, and other after hours call outs.

Cleaning and general maintenance products, spray disinfectants, keyboard air canisters, paper towels, toilet paper, soaps, disinfectants, small hand tools, small replacement parts, paint and painting supplies, keys, hardware, interior signage, lawn care products, parts neccessary for minor repairs, gravel, chipseal, small lawn tools, exit and safety signs, etc.

Sand and salt for the parking lots at 33 Court and 752 High; usage based on 8-9 plowable storms. Increased due to consumption for Ice storms. Also includes contractor snow removal/treatment as needed during absence of supervisor.

Propane for Courthouse, 33 Court Street and towers = 6000 gal x 2.00/gal. . Also 700 gal @ 3.00 for reserve heating oil. If this is not adequate, there are additional funds available in the fuel reserve account.

Purchase or repair of electrical tools, portable steam cleaners, vaccuums, floor buffers, heat sensor guns, handcards, etc, motion sensors, digital thermometers, ceiling fans. Rental of lawn equipment moved here for purchase of mower and weed wacker.

The facilities vehicle travels about 6,200 miles per year and gets approx. 10-13 miles per gallon. Calculation is based on an average per gallon purchase price of $2.75 per gallon. This vehicle is parked at the courthouse overnight and on weekends unless there is the threat of ice or snow. In addition to this line item, the Commissioners have placed funds in a reserve account for gasoline.

Regular maintenance and repairs on the facility vehicle and the attached plow and sander. The vehicle has 116,000 miles on it and requires regular repairs and upkeep.

We are in the first year of a three year contract with Constellation Energy which has frozen our capacity rates for two years and slightly lowered our energy expense. Total 3 year average KWHs for two building is 283,679, which is down by 30,635 over the previous 3 year period.

The City is anticipating a 2% increase in sewer rates for FY 18-19.; however, as usage has remained level over the past several years, it is not necessary to increase the budget for this account.

Cntract with GWI for phone, Local and Long distance, fax services and back up internet in the event of a outage. Anticiapted cost of $758.00 monthly (may vary slightly due to taxes) with long distance allotment of 3,330 minutes. Overages will be billed at .29 per minutes.

ICovers unanticipated electrical, plumbing, locksmith, telephone system, roof repairs. Repairs by HVAC, Pine Tree Elevator; Northeast Security and other vendors that are not covered by any maintenance contracts (does not include HVAC or other items for which a service agreement exists - see 55400). There are lighting fixtures, cracked ceramic sinks, and various other maintenance needs throughout the Courthouse and at 33 Court Street.

$175/mo rental of space at the district court for the DA's use (required by state law). This also includes $500 for storage pf the plow and sander and mobile radar speed unit; however, this fee has been elimated for the next 3 years.

Postal Machine rental ($800 annually); $500 for rental of carpet cleaners and misc. equipment.

BUILDINGS

		2015-16		2016-17		2017-18			2018-2019							
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC		FINAL
		Budget	Actual	Budget	Actual	Budget	YTD Expend. As of 1/30/17	Antic. EOY Expend.	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved
55400	Equipment R&M (Contracted)	26,500	21,097	22,500	21,205	22,755	15,988	22,755	20,115	20,115	-11.6%	20,115				
55530	Waste Collection	2,350	2,308	2,450	2,182	2,500	957	2,500	2,600	2,600	4.0%	2,600				
55500	Special Projects	3,800	2,045	3,800	102	3,800	3,616	3,800	3,800	3,800	0.0%	3,800				
	TOTALS	**172,689**	**154,122**	**178,272**	**171,016**	**178,592**	**75,165**	**176,255**	**181,982**	**181,982**	**1.9%**	**181,982**		**181,982**		**181,982**

DETAILS

New England Communications	Support and training for phone system		3,500
Northeast Security	Fire, camera and security alarm support	Monthly	3,500
Pine State Elevator	inspection of elevator system & annual maint.		3,000
National (Smith) Elevators	Annual inspection of elevator		200
State of Maine	Annual elevator licenese from State		100
Cummings Northeast	Annual maintenance and certificaiton of generator		830
HVAC	System support and quarterly maintenance including filters		2,100
Bardons Water Service	Monitoring of chemicals in HVAC loop		3,100
Backflow Prevention	Required annually by sewer district		75
G&E Roofing	Annual maintenance agreement for 752 High St. roof		3,000
Taco Simplex-Grinnel	Annual fire extinguisher inspections		710
			$20,115

Includes $2,228 for the Pinetree contract, plus landfill license and special disposal fees (shredding, etc.)

Expected special projects: Tree work ($2,000); relocate bathroom door at 33 Court St, building; etc.

2018-2019 DISTRICT ATTORNEY/SUPERIOR COURT - 220

		2015-16		2016-17		2017-2018			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC to Public Hearing		FINAL	DETAILS
		Budget	Actual	Budget	Actual	Budget	YTD Expend. as of 12/31/17	Antic. EOY Expend.	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	
51020	Supervisory Wages	35,829	35,836	41,815	41,616	42,883	21,338	42,338	44,174	44,174	3.0%	44,174					3% increase; 52 weeks + 1 day
51030	Non-Supervisory Wages	33,431	33,426	39,656	39,465	40,669	20,236	40,669	41,895	41,895	3.0%	41,895					3% increase; 52 weeks + 1 day
51040	Clerical Wages	29,694	29,703	31,356	31,231	34,583	17,158	34,583	35,615	35,615	3.0%	35,615					3% increase; 52 weeks + 1 day
51100	DV Investigator	49,824	49,824	51,918	51,734	53,293	26,511	53,293	54,884	54,884	3.0%	54,884					3% increase; 52 weeks + 1 day
51300	Part-Time Clerk	0	0	12,184	9412	12,635	5,765	12,635	19,594	19,594	55.1%	19,594					Increase from 20 to 30 hrs/week; 3% increase; 52 weeks + 1 day
53010	Office Supplies	2,900	3,759	3,200	3,477	3,800	2,491	4,200	4,200	4,200	10.5%	4,200					Includes regular office supplies, and copier/printer supplies. Increase is due to increased copying/printing materials.
53050	Books & Periodicals	3,200	3,061	3,200	2,672	3,200	1,516	2,850	2,850	2,850	-10.9%	2,850					On-line research ($2,350). Printed material includes Ferdico, court rules and Maine Reporter ($500).
53060	Postage	2,100	2,490	2,500	2,326	2,800	852	2,400	2,800	2,800	0.0%	2,800					The department provides large amounts of Discovery to defendants, including police reports, photos, CDs and DV's. When cases are appealed ten copies of briefs are sent to the Law Court and two to the defendant.
53600	Minor Equipment	800	0	800	661	1,800	932	1,000	800	800	-55.6%	800					For replacement of equipment such as fax machines, printers, and shredders which do not qualify as capital items because of short life span or low cost. Firewall for server at MeDATS ($1,000) was a one-time expense in FY 2017-18.
53700	Vehicles Gasoline	1,400	657	1,000	654	1,000	297	800	1,000	1,000	0.0%	1,000					Gasoline for Domestic Violence Investigator,
54010	Training	2,500	2,546	2,500	2,409	2,500	2,079	2,500	2,500	2,500	0.0%	2,500					Most expenses are related to the annual Prosecutors Conference (includes registration fee, lodging, travel and meals.)
54020	Dues & Membership	750	465	750	782	850	323	850	900	900	5.9%	900					Annual Bar Registration fees for attorneys, plus dues for Maine Prosectors' Association and National District Attorneys' Association.
54110	Juror Refreshments	175	169	175	277	175	70.25	175	150	150	-14.3%	150					Grand Jury refreshments.
54510	Professional Service	12,750	11,827	12,750	12,753	14,850	3,787	14,850	14,850	14,850	0.0%	14,850					Includes computer consulting and overhead ($10,000), payment to Knox County for database management ($2,500), transcripts ($750), laboratory tests ($1,500), and shredding ($100).
55010	Vehicles Repairs & Maint	1,000	746	1,000	766	1,000	854	1,000	1,000	1,000	0.0%	1,000					Includes regular maintenance for vehicle used by Domestic Violence Investigator, including oil changes, tire replacement and minor repairs.
55120	Telephone	2,700	2,521	1,800	1,729	1,800	693	1,800	1,800	1,800	0.0%	1,800					Includes office telephone lines in West Bath as well as reimbursement to Knox County for District Attorney cell phone. Domestic Violence Investigator and Asst. DA stipends of $30.00 each per month for use of personal cell phone for business.
55130	Fax/Mode,/Internet	800	1,128	1,600	1,679	1,800	449	1,800	1,800	1,800	0.0%	1,800					Includes monthly email ($57/mo), annual cost of Messanger licenses ($343), and monthly fees for the West Bath internet ($63/mo).
55400	Equip Repair/Maintenance	4,400	4,561	6,100	7,355	6,300	523	6,300	6,300	6,300	0.0%	6,300					Annual maintenance contract for New Dawn Prosecution software and share of centralized servers at MeDATS
56010	Judicial Liability Insurance	210	207	210	231	230	244	244	250	250	8.7%	250					Liability coverage for State employees.
56100	Travel	2,000	1,592	1,400	1,353	1,400	621	1,400	1,400	1,400	0.0%	1,400					Travel costs for court appearances, primarily by shared Juvenile Attorney .
56200	Advertising	200	0	200	106	200	0	200	200	200	0.0%	200					For vacancy when employee resigns.
54512	Superior Court Witness Fees	2,000	304	1,500	1,988	1,500	2,031	3,000	1,500	1,500	0.0%	1,500					The county is required to pay a "Bill of Costs" or witness fees for Superior Court appearances by law enforcement officers on their day off, civilian witnesses and any testimony required of a professional witness, such as a doctor or chemist. Anticipate reduction in actual costs based on experience with Unified Criminal Docket, and potential reimbursement from forfeited bail.
54511	District Court Witness Fees	250	0	250	0	250	0	0	0	0	0.0%	0					District Court witness fees. Reduced based on experience with Unified Criminal Docket.
	TOTALS	188,913	184,822	217,864	214,677	229,518	108,770	228,887	240,462	240,462	4.8%	240,462		240,462		240,462	

2018-2019 DEEDS - 230

		2015-16		2016-17		2017-2018			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC TO Public Hearing		FINAL	
		Budget	Actual	Budget	Actual	Budget	YTD Expend. as of 12/31/17	Antic. EOY Expend.	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
51020	Non-Supervisory	31,864	31,879	35,134	34,229	36,030	17,902	36,030	37,119	37,119	3.0%	37,119					3% increase; 52 weeks + 1 day
51030	Clerk	25,470	25,495	30,281	30,151	31,070	15,456	31,070	31,998	31,998	3.0%	31,998					3% increase; 52 weeks + 1 day
51070	Elected Official	43,684	43,679	44,561	44,388	45,723	22,750	45,723	47,099	47,099	3.0%	47,099					3% increase; 52 weeks + 1 day
53010	Office Supplies	2,000	2,036	2,000	1,036	2,000	590	1,800	2,000	2,000	0.0%	2,000					Office supplies including paper, general supplies and forms.
53060	Postage - Office	1,500	666	1,000	671	1,000	307	800	1,000	1,000	0.0%	1,000					General office and document mailings.
53600	Minor Equipment	300	0	300	0	300	0	300	300	300	0.0%	300					Miscellaneous small equipment.
55400	Equip R& M Maint. Contracts	40,500	33,180	39,000	35,565	39,000	30,702	39,000	39,000	39,000	0.0%	39,000					Fidlar 30,000 Iron Mountain (repository/imaging) 9,000 Increase in feestakes affect Total $ 39,000
55401	Equipment R&M (Ad hoc maintenance)	1,000	0	1,000	0	1,000	0	1,000	1,000	1,000	0.0%	1,000					These funds are budgeted to cover non-contracted repairs and maintenance. We anticipate needing to purchase a replacement sonicwall and router.
54010	Training	1,000	260	1,000	303	1,000	232		1,000	1,000	0.0%	1,000					County Commissioners Conference; Fidlar Conference; training for staff.
54020	Dues & Membership	150	150	150	150	150	0	150	150	150	0.0%	150					Registrar's Association dues.
55120	Telephone	1,200	327	0	0	0	0	0	0	0	0.0%	0					This expense has been moved to "Buildings".
56100	Travel	500	389	500	229	500	31	400	500	500	0.0%	500					Mileage reimbursement for employee travel to meetings or the MCCA conference.
56210	General Supplies & Printing	1,800	467	1,500	1,002	1,500	661	1,350	1,500	1,500	0.0%	1,500					Printing and making books of indexes; toners for tagging/stamp printing machines.
	TOTALS	150,968	138,528	156,426	147,725	159,273	88,632	157,623	162,666	162,666	2.1%	162,666		162,666		162,666	

2018-2019 PROBATE COURT- 235

		2015-16		2016-17		2017-18			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC to Public		FINAL	DETAILS
		Budget	Actual	Budget	Actual	Budget	YTD Expend. 12/31/17	Antic. EOY	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	
51030	Non-Supervisory Wages	35,763	35,743	36,451	36,319	37,401	18,611	37,401	38,530	38,530	3.0%	38,530	38,530				3% increase; 52 weeks + 1 day
51070	Elected Official - Register	40,579	66,216	41,396	69,041	42,475	35,383	42,475	43,765	43,765	3.0%	43,765	43,765				3% increase; 52 weeks + 1 day
51070	Elected Official - Judge	25,624		27,919		28,647		28,647	29,506	29,506	3.0%	29,506	29,506				3% increase; 52 weeks + 1 day
51300	Part-time Wages	12,561	12,296	15,825	14,150	16,237	5,094	16,737	12,904	12,904	-20.5%	12,904	12,904				3% increase; 52 weeks + 1 day
53010	Office Supplies	2,500	2,311	2,300	1,504	2,200	1,003	2,200	2,150	2,150	-2.3%	2,150	2,150				Costs continue to be reduced in this category.
53050	Books & Periodicals	700	753	750	906	960	1,026	1,100	975	975	1.6%	975	975				This fund covers the cost of two Maine Estate and Probate Law books issued each year after the Legislature adjourns ($424); the Maine Court Rules (also a annual publication) ($62); and annual updates to the Mitchell Probate Rules and Forms and Probate Procedures books ($400) for a total of $886. (A change in subscriptionns rates reduced costs this year, and a refund of $140 is antici[pated) $88 as been added to cover other anticipated increases of 10% next year.
53060	Postage	2,500	2,457	2,500	2,280	2,500	505	2,500	2,750	2,750	10.0%	2,750	2,750				Mailing expenses for Probate files and passport applications. Both US Postal rates and rates for Confirmed Delivery (the carrier used for return of passport applications) have increased.
54010	Training	3,000	4,624	4,000	2,853	4,000	1,881	4,000	4,000	4,000	0.0%	4,000	4,000				This fund covers costs associated with attendance at the following: MCCA Convention (for both Deputy and Register this year) and NCPJ Conventions in May and November in FL and CA (for Judge Voorhees). Note: the Judge pays some of his own convention costs. This fund also pays for some probate related CLE classes for the Register, who is an attorney.
54020	Dues & Membership	375	560	560	375	375	275	375	375	375	0.0%	375	375				Yearly dues for Judge Voorhees and Register: Maine Probate Judges Assembly ($275) and Maine Association of Registers of Probate ($100) (MSBA membership for register was not renewed.)
54530	Document Management	2,500	2,240	2,500	2,240	2,500	2,240	2,240	2,240	2,240	-10.4%	2,240	2,240				This is the yearly cost of the ICON system of probate docketing and includes support and web-hosting services; another state-wide 3 year contract was signed on 1/1/17 at the same yearly cost.
54510	Professional Service	8,000	2,986	8,000	5,308	8,000	2,328	6,000	8,000	8,000	0.0%	8,000	8,000				This fund covers the mandated costs of court-appointed Visitors, Guardian ad litems and Attorneys for clients who are indigent. It is impossible to predict the yearly costs of these required services. Visitors are usually paid for by petitioners, but not always. Our Court matches the State's reimbursement rate for these services: $40 per hour for Visitors and $60 per hour for a Guardian ad litems or Attorneys. More and more of these services are needed because of the rise of illegal drug use, the housing crisis and the poor economy. There are several cases in our current docket that will result in payment by our Court.
55120	Telephone	400	365	0	0	0	0	0	0	0	0.0%	0	0				This expense has been moved to "Buildings."
55400	Equipment Repair & Maintenance	200	112	200	0	300	0	150	300	300	0.0%	300	300				This fund is used to have the typewriter cleaned and/or repaired yearly. (It is possible that it may need to be replaced this year @ $300.) New and replacement printers (not covered by BEU) and scanners will be purchased with funds from the Records Preservation account.
56020	Judicial Liability Coverage	150	138	150	138	150	138	138	150	150	0.0%	150	150				This fund pays for liability insurance for the Judge at a cost of $138. This insurance is purchased through the Maine Administrative Office of the Courts, a State agency.
56100	Travel	550	208	550	215	550	127	550	550	550	0.0%	550	550				This fund pays for mileage, tolls, parking and meals for Judge Voorhees and the Probate staff for professional meetings. The Maine Probate Judges' Assembly meets two times a year and the Maine Association of Registers of Probate meets six times a year. Note: mileage costs to the MCCA convention are reimbursed out of this fund, as are meals consumed on single travel days. Registration, meals and lodging costs for the MCCA convention are reimbursed out of the Training fund listed above.
56200	Advertising	8,500	10,431	10,500	10,418	10,500	3,924	10,500	10,810	10,810	3.0%	10,810	10,810				This fund is completely self-funded. It pays for the legal notices which we are required to publish twice each month. Due to a 3% increase in legal advertising fees in The Times Record, as of 2/1/18 each Estate is charged $75 to publish. That $75 charge covers the full cost of the legal notice. The number of legal notices published varies from year to year but has been increasing steadily over the last few years.
	TOTALS	**143,902**	**141,440**	**153,601**	**145,746**	**156,795**	**72,534**	**155,013**	**157,005**	**157,005**	**0.1%**	**157,005**	**157,005**	**157,005**		**157,005**	

2018-2019 CIVIL - 415

		2015-16		2016-17		2017-18			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPT. REQUEST			COMMISSIONERS		BAC to Public Hearing		FINAL	
		Budget	Actual	Budget	Actual	Budget	YTD Expend. As of 12/31/17	Projected End of Year	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
51020	Supervisory Wages	22,243	19,921	22,679	21,920	23,270	10,508	23,270	23,969	23,969	3.0%	23,969					3% increase; 52 weeks + 1 day
51300	Part-time Wages	3,800	5,772	3,876	2,790	3,600	1,149	2,770	3,500	3,500	-2.8%	3,500					One of the part time Civil Deputies steps in to manage the civil department when the department supervisor is absent.
53010	Office Supplies	225	124	225	268	225	228	247	225	225	0.0%	225					General supplies - stationary, toner, staples, clips, etc
53060	Postage	50	121	50	16	50	13	41	50	50	0.0%	50					**Non-reimbursed postage only.**
53600	Minor Equipment	200	52	100	98	100	0	100	100	100	0.0%	100					This line is used to replace or repair office equipment such as printer or computer components not covered by BEU or other administrative lines
53800	Clothing/Safety	300	297	300	207	300	0	295	300	300	0.0%	300					Polo shirts, outerwear, etc for three part-time deputies
55120	Telephone	1,050	1,255	900	737	800	340	767	750	750	-6.3%	750					Cell phones for two Civil Deputies
55340	Equipment	200	54	100	0	100	0	75	100	100	0.0%	100					Formerly used for pagers, now used for non-office equipment such as radios, flashlights, etc.
56100	Travel	55	0	50	18	50	0	25	50	50	0.0%	50					**Only the mileage reimbursement as may be required for non-service related responsibilities** is included in this line item. Actual mileage driven for delivery of civil service papers is reimbursed to the Civil Deputies out of different fund (pass through fund) since mileage reimbursement for service of civil papers is paid by the attorney, business or individual requesting that the papers be served.
56210	Printing	100	0	100	55	75	0	75	75	75	0.0%	75					Printing expense for service invoicing forms, copy paper, envelopes, etc.
59015	Allowance for Uncollectables	2,000	0	1,000	0	1,000	0	0	1,000	1,000	0.0%	1,000					Based upon current eligible debts.
	TOTALS	**30,223**	**27,596**	**29,380**	**26,109**	**29,570**	**12,237**	**27,665**	**30,119**	**30,119**	**1.9%**	**30,119**		**30,119**		**30,119**	

The total request for general funds for the Civil Office is $30,119 and the total amount of civil processing pass through funds is expected to be approximately $70,000, making the total budget for Civil $100,119.

The Civil Dept. serves an average of 1.250 sets of civil papers per year, which are served by two part-time civil process servers (Civil Deputies). The department also employs a part-time Administrator.

2018-2019 SHERIFF'S OFFICE - 401

		2015-16		2016-17		2017-18			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC to Public Hearing		FINAL	
		Budget	Actual	Budget	Actual	Budget	YTD Expend. as of 12/31/17	Projected End of Year	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
51010	Chief Deputy	61,569	61,421	62,796	62,486	64,433	32,058	64,433	67,032		4.0%	67,032					1% wage adjustment PER SHERIFF'S REQUEST; 3% increase; 52 weeks + 1 day
51020	Supervisory Wages	37,841	29,295	31,849	25,793	32,357	16,097	32,357	33,491		3.5%	33,491					0.5% wage adjustment PER SHERIFF'S REQUEST; 3% increase; 52 weeks + 1 day
51030	Administrative Clerk	31,627	31,718	34,699	34,500	35,585	17,707	35,585	36,658	36,658	3.0%	36,658					3% increase; 52 weeks + 1 day
51040	Data Entry/Records Clerk	29,466	29,071	31,215	31,037	32,958	16,380	32,958	33,948	33,948	3.0%	33,948					3% increase; 52 weeks + 1 day
51070	Sheriff	74,114	73,948	75,603	75,230	77,574	38,593	77,574	78,733	78,733	1.5%	78,733					1.5% increase PER SHERIFF'S REQUEST; 52 weeks + 1 day
51100	Investigator Wages	167,097	163,692	167,097	175,212	179,259	90,057	182,601	189,250	189,250	5.6%	189,250					1 Detective Sgt. + 2 FT detectives (includes MDEA contract wages): longgevity; 52 weeks + 1 day
51105	Patrol Supervisors	229,332	227,768	229,404	230,145	228,726	119,020	239,414	248,125	248,125	8.5%	248,125					2 Sgts, 2 corporals; longevity; 52 weeks + 1 day
51110	Patrol Deputies	442,615	440,205	445,626	446,331	446,708	214,727	435,388	477,610	477,610	6.9%	477,610					10 patrol deputies; steps and longevity; 52 weeks + 1 day
51300	Part-time Wages	12,000	5,873	11,000	5,278	10,000	2,982	6,845	10,000	1,000	0.0%	10,000					Cover full-time patrol leave, court time, special assignments, shift replacement, mandatory training
51500	Overtime Wages	69,300	82,051	75,000	71,358	82,000	45,078	87,486	84,880	84,880	3.5%	84,880					Cover leave for open shifts, vacation, illness, special assignments, court time, additional patrol and investigative coverage
51510	Holiday Pay	59,300	51,127	59,900	55,214	60,000	27,777	57,138	62,100	62,100	3.5%	62,100					Union Contract
51530	Training Wages	17,000	13,860	17,000	16,758	17,000	9,813	17,000	17,600	17,600	3.5%	17,600					Supports all state and federal mandated training above normal duty time, mandatory training, K-9 training, field training duties
51600	Other Non-classified	4,000	3,981	4,100	3,981	4,250	2,105	2,915	4,000	4,000	-5.9%	4,000					K-9 Stipend and other non-classified assignments
51601	Community Policing	12,000	8,408	10,000	5,081	10,000	2,518	5,544	6,000	6,000	-40.0%	6,000					Supports all community related events, i.e. DARE, Project Alert, Camp Postcard, TRIAD, etc. (90% FTE paid out of Transport Program Wages)
52500	Medical/Fitness Program	3,000	560	2,500	700	2,500	85	1,500	2,500	2,500	0.0%	2,500					Physicals, fitness programs per union contract
53010	Office Supplies	5,500	5,400	5,750	5,537	5,750	2,079	5,500	5,750	5,750	0.0%	5,750					General office supplies, paper, case folders, DVD/CD, memory sticks, etc.
53025	Pub.Safety Consumables	15,000	6,917	15,000	13,947	15,000	2,843	14,500	15,000	15,000	0.0%	15,000					Firearms ammunition, CID materials, batteries, personal protective equipment. All consumable equipment plus taser contract.
53060	Postage	350	446	325	424	350	248	350	400	400	14.3%	400					Postage cost
53600	Minor Equipment	1,200	156	1,200	1,100	1,200	375	1,100	1,200	1,200	0.0%	1,200					Equipment not considered to be capital expenses, i.e. calculators, cameras, cabinets, etc.
53700	Vehicles Gasoline	64,500	35,591	56,800	38,741	61,875	16,171	35,036	59,125	59,125	-4.4%	59,125					Gasoline for vehicles. The Sheriff's Department fleet includes the following vehicles: Patrol 13; Detective 2; SO Administration 2; Spare Patrol 1. Calculation based on 21,500 gallons at $2.75 per gallon. (Plus Commissioners fuel reserve)
53800	Uniforms & Safety	15,000	12,141	15,500	12,180	15,500	10,189	16,080	15,500	15,500	0.0%	15,500					All uniform and clothing, union contracted related items, boots, gun belts, holsters, badges, traffic safety vest, etc.
53805	Firearms	3,000	2,966	3,000	2,997	3,000	0	3,000	3,000	3,000	0.0%	3,000					Updated all weapons, new hires, rifles for cruisers, other specialized equipment, etc.
53900	Public Safety Equipment	12,000	14,351	12,000	4,495	12,500	7,628	12,300	12,500	12,500	0.0%	12,500					New equipment, replacement equip.for vehicles, radios, radars, bullet proof vests, cameras, etc.
54010	Training & Prof. Dev.	13,000	12,396	14,000	13,722	15,000	5,829	14,750	16,000	16,000	6.7%	16,000					Training related expenses: meals, lodging, registration fees
54020	Dues and Membership	900	1,096	950	935	1,200	425	2,850	1,500	1,500	25.0%	1,500					Dues for NESPIN, Maine Sheriff's Association, Maine Chiefs of Police, IACP, NSA, etc.
54100	Laundry Services	6,500	6,380	6,500	6,194	6,500	3,901	7,830	6,900	6,900	6.2%	6,900					Uniform, clothing care and maintenance
54510	Prof. Services - Contracted	1,500	734	1,500	1,080	1,500	1,082	1,082	1,500	1,500	0.0%	1,500					Polygraphs, psychological testing consultant fees, etc.
55010	Vehicles R & M	33,000	34,505	34,000	32,086	34,000	18,110	35,650	36,000	36,000	5.9%	36,000					Repairs, major and minor. Tires, oil changes, general vehicle maintenance, etc.
55120	Telephone	10,000	7,835	9,280	5,833	9,000	2,512	6,100	6,600	6,600	-26.7%	6,600					Cellular and long distance. Land lines moved to Buildings account.
55140	K-9 Support	1,000	816	1,000	795	1,000	1,030	1,120	1,500	1,500	50.0%	1,500					K-9 Veterinary Insurance ($750); boarding fees; contractual food costs.
55340	Contract Services	4,600	5,108	5,150	5,261	7,500	3,908	7,400	8,000	8,000	6.7%	8,000					LexisNexis Contract (decreased number of users by one); Leads Onlineannual fee; PowerDMS - document management system.
55400	Equip. Repair & Maint.	5,000	4,296	5,000	4,280	5,000	3,102	4,889	5,000	5,000	0.0%	5,000					Repair & maintenance contracts for equipment, radar units, cameras, mobile radio repairs, computer maintenance, portable maintenance, etc.
56200	Advertising	500	387	500	307	500	142	302	500	500	0.0%	500					New positions and other ads
56301	Community Policing	2,000	1,440	2,200	305	2,200	116	1,921	2,200	2,200	0.0%	2,200					Promotional and educational materials, PR materials.
	TOTALS	1,444,811	1,375,939	1,447,444	1,389,324	1,481,925	714,688	1,450,498	1,550,102		4.6%	1,550,102		1,550,102		1,550,102	

Note: Approximately 87% of SO budget is payroll; Payroll includes 52 weeks plus 1 day. **NOTE: FY 2017018 budget included zero percent raise for union employees. If adjusted to the actual amount of the raises, the overall departmental increase would be closeer to 1.9% (vs. 4.6%)**

TRANSPORT

		2015-16		2016-17		2017-18			2018-2019
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			BUDGET
		Budget	Actual	Budget	Actual	Budget	YTD 12/31/17	Projected End of Year	
51011	Shift Supervisor	25,227	21,711	31,849	25,877	32,040	16,097	32,200	33,480
51020	Program Staff	33,060	32,835	37,426	38,538	36,907	19,799	34,810	84,731
51111	Transportation Officers	119,300	106,786	119,300	122,657	119,956	63,902	127,455	133,116
51300	Part-time Wages	1,900	108	1,500	1,629	1,700	719	1,430	2,000
51500	Overtime Wages	8,000	10,904	9,500	11,019	12,000	6,113	10,160	13,000
51540	Night Differential	5,000	2,800	6,000	3,200	6,000	0	0	0
	Fringe Benefits (see details below)	82,974	68,479	94,214	80,807	99,876	42,700	79,941	114,534
53010	Office Supplies	700	700	700	380	700	148	675	700
53020	General Supplies	200	38	200	0	200	0	50	200
53026	Security Equipment	700	6	700	0	500	0	0	500
53060	Postage	75	74	60	50	50	0	49	50
53600	Minor Equipment	1,000	679	750	161	750	15	515	700
53700	Vehicle Consum/Gas	12,000	5,949	8,200	6,452	9,200	3,198	6,562	8,700
53800	Uniforms & Safety	2,500	2,124	2,500	1,640	2,500	1,532	2,500	3,500
53805	Firearms	500	500	500	500	500	0	400	500
53901	Maintenance	3,000	3,307	2,800	3,311	3,000	511	1,250	3,000
54010	Training	1,200	1,135	1,200	2,212	1,200	150	650	1,200
54020	Dues & Membership	0	0	100	50	100	0	50	100
54100	Laundry Service	2,000	1,338	1,800	956	1,700	531	1,533	1,800
54110	Meal Allowance	500	208	450	415	500	41	225	500
54451	Tools and Implement	2,600	33	2,500	670	2,500	160	350	2,000
54509	Professional Service	250	0	250	0	250	0	0	250
55010	Vehicles R&M	4,000	3,621	4,000	2,408	4,000	1,366	4,685	4,000
55120	Telephone	3,200	3,018	3,000	2,196	3,000	1,104	2,375	2,500
55130	Fax/Modem/Internet	0	0	0	0	0	0	0	0
55340	Rental of Equipment	0	0	0	0	12,250	0	0	0
55400	Equipment R&M	200	0	200	352	200	0	200	200
56200	Advertising	300	207	250	0	250	0	0	250
	SUB TOTAL-TRANSPORT	310,386	266,560	329,949	305,481	351,829	158,085	308,065	411,511

Revenues

	2015-16		2016-17		2017-18		2018-19
	BUDGET HISTORY		BUDGET HISTORY		CURRENT YEAR		BUDGET
	Budget	Actual	Budget	Actual	Budget	Projected EOY	
Revenue							
TBRJ CAP	2,657,105	2,657,105	2,657,105	2,659,101	2,657,105	2,657,105	2,657,105
State Contribution***	154,957	309,029	285,000	269,023	260,000	298,289	260,000
Court Surcharge & Fines	0	0	12,000	0	9,500	9,000	8,000
Home Monitoring	0	0	3,000	3,939	5,000	650	4,500
Surplus Carry Forward							46,682
Total Revenue	**2,812,062**	**2,966,134**	**2,942,105**	**2,932,063**	**2,931,605**	**2,965,044**	**2,976,287**
Expenses							
Transport Assessment	293,041	266,560	329,949	305,480	351,829	308,065	411,511
Alternative Sentencing	133,000	104,418	130,000	95,849	125,000	103,472	110,000
TBRJ	2,388,521	2,516,488	2,494,552	2,476,176	2,454,776	2,454,776	2,454,776
Total Expenses	**2,814,562**	**2,887,466**	**2,954,501**	**2,877,504**	**2,931,605**	**2,866,313**	**2,976,287**
Surplus/Deficit	**(2,500)**	**78,668**	**(12,396)**	**54,559**	**0**	**98,731**	**0**

Fringe Benefits	2018-19
Health Insurance	70,291
Medicare - 1.45%	3,159
FICA - 6.20%	13,506
Life Insurance	3,164
Benefits	810
MSRS	15,263
Workers Comp	8,341
Unemployment	0
Total F/B	114,534

*** pass through

2018-2019 COMMUNICATIONS - 430

		2015-16		2016-17		2017-18			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC to Public Hearing		FINAL	DETAILS
		Budget	Actual	Budget	Actual	Budget	YTD Expend. as of 12/31/17	Antic. EOY Expend.	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	
51010	Dept Head	63,798	63,639	64,832	64,760	66,777	33,220	66,777	68,773	68,773	3.0%	68,773					3% increase; 52 weeks + 1 day
51020	Supervisory	204,505	197,723	210,108	177,264	159,328	60,465	159,328	146,613	146,613	-8.0%	146,613					0% increase; 52 weeks + 1 day (Decrease is due to personnel changes/reduction in positions)
51120	Dispatchers	450,011	396,272	462,648	384,244	498,428	218,550	455,000	490,144	490,144	-1.7%	490,144					0% increase; 52 weeks + 1 day (Decrease is due to personnel changes)
51025	Dep. Director	0	0	0	0	57,000	19,730	57,000	58,934	58,934	3.4%	58,934					3% increase; 52 weeks + 1 day (extra day was not included in FY 2018-19)
66777	Overtime Wages	48,000	76,057	48,950	96,733	48,950	40,611	85,000	48,950	48,950	0.0%	48,950					OT is used to cover open shifts due to vacation, sick and personal leave, plus understaffing..
2E+05	Holiday Pay	60,000	56,121	62,000	56,360	60,000	26,709	53,000	60,000	60,000	0.0%	60,000					There are 12 holidays/year, per the union contract. This calculation assumes that 2/3 of the dispatchers will work each holiday earning 1 1/2 and that 1/3 of employees will not work the holiday but will receive straight time for the holiday. The budget is formulated by taking the average between the cost of full and minimum staffing levels.
5E+05	Training Wages	14,500	6,366	14,500	6,341	14,500	4,970	10,000	14,500	14,500	0.0%	14,500					24 hours of CE per person (CPR, Stress Management, Integrity/Liability, Suicide Calls, etc). Spillman and Navigator Conferences, Maine NENA Conference. This also covers other classes that are requested.
85000	Medical & Fitness	1,800	1,861	1,800	1,075	1,800	389	1,800	1,800	1,800	0.0%	1,800					Predict 6 of 15 will take this $300 benefit offered as part of the union contract.
53000	Office Supplies	5,000	4,762	5,000	5,307	5,000	1,664	4,500	5,000	5,000	0.0%	5,000					General office supplies
53020	General Supplies	1,000	988	1,000	988	1,000	0	1,000	1,000	1,000	0.0%	1,000					Public Education materials for community outreach at Bath Safety Days, fire department open houses and other public safety events. Purchases are typically coloring books, crayons, book marks, 911 tattoos, pencils, etc.
53060	Postage	50	27	50	18	50	8	25	50	50	0.0%	50					Historically, have never spent more then $50 for postage.
53700	Vehicle Gasoline	0	0	1,200	3	2,250	143	2,000	2,250	2,250	0.0%	2,250					Based on the SUV with 13 mpg at $2.75 per gallon and using 8,000 miles and tolls, plus travel reimbursement..
53800	Uniforms & Safety	3,000	2,876	3,000	2,974	3,000	589	3,000	3,000	3,000	0.0%	3,000					Uniform allowance of $200 per employee due to uniform requirement that the employee wear a clothing item that clearly identifies her or him as a Sag Comms employee. (15 X $200 = $3,000.)
53600	Minor Equipment	2,500	2,357	2,500	2,446	2,500	2,307	2,500	2,500	2,500	0.0%	2,500					Replace office equipment and furniture on an "as needed" basis.
54010	Training	14,750	9,678	14,750	17,586	14,750	5,693	12,000	14,750	14,750	0.0%	14,750					Covers the registration and lodging costs for one employee to attend the Spillman Users Conference in Salt Lake City (cost approx **$1,500**), the National EMD Conference (**$1,500**), JPMA (**$800**) and Police Legal Sciences (**$1,800**) online training, CPR Classes,and Maine NENA Conference. The remainder of these training costs reflect the cost of state-mandated 24 hours of continuing education classes.

COMMUNICATIONS

		2015-16		2016-17		2017-18			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC		FINAL	
		Budget	Actual	Budget	Actual	Budget	YTD Expenditures as of 12/31/17	Antic. EOY Expend.	Dept. Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
54020	Dues & Membership	400	261	400	486	400	279	400	550	550	37.5%	550					Professional organization memberships to NENA. MECCA, APCO, Maine Chiefs of Police.
54510	Professional Service	500	590	720	1,335	720	375	1,500	750	750	4.2%	750					Two polygraph exams for assumed two new hires at $250 each. Pre-Employment Testing with OHA at $110 each.
55010	Vehicle R&M	0	0	750	911	1,500	199	1,500	1,500	1,500	0.0%	1,500					The amount requested is for maintenance of the Communicatation Directors SUV.
55120	Telephone 911System	8,500	6,164	3,500	2,466	3,000	1,058	2,500	2,500	2,500	-16.7%	2,500					Covers METRO **$1440** and Fairpoint **$960** lines and replacement parts for the phone system.
55340	Rental of Equipment (Fiberoptics)	13,870	12,690	13,870	12,690	13,870	12,690	12,690	13,870	13,870	0.0%	13,870					Fiber rental (Comcast) from Comm. Center to Bath and Topsham PDs for intercom, video and internet. The monthly cost of the Bath PD link is $243, and Topsham is $814.50, totaling **$12,690** annually. The remaining reflects the estimated cost of repairing the video and line equipment paired with the fiber cables.
55400	Equipment R&M - Spillman	34,000	34,354	42,500	42,426	43,000	42,079	43,000	46,500	46,500	8.1%	46,500					Spillman RMS maintenance (**$45,000**); OpenFox contract (**$800**); Spillman Service Calls (**$500**); When to Work scheduling software (**$200).**
55410	Equipment R&M - Electronic	23,550	23,389	23,550	22,470	22,550	10,182	22,000	28,000	28,000	24.2%	28,000					AT&T Mobility for MDC air cards (**$15,000**); Acorn Recording annual maintenance contract (**$2,500**); computer repairs and installs not covered by mainentance contract (**$1,350**); minor radio repairs and radio license renewals (**$1,500);** ESRI CAD Mapping annual (**$500);** Text a Tip annual (**$1,700**); console cleaning **($1,600);** wire management for consoles **($3,800)**
56100	Travel	2,500	1,100	1,500	877	0	398	0	0	0	0.0%	0					Moved to "Vehicle Gasoline"
56200	Advertising	250	783	250	199	400	0	400	400	400	0.0%	400					Cost of advertising in Jobs in Maine.two times in budget year.
57400	911 Computer Equipment	8,550	8,395	8,550	8,545	8,550	320	8,550	10,500	10,500	22.8%	10,500					Replacement of two computers (based upon recent replacement schedule/history), ancillary devices (monitors, etc.) and software for computers and equipment. Also includes updates to the firewall system and 17 Microsoft 365 account for staff..
	TOTALS	**961,034**	**906,453**	**987,928**	**908,505**	**1,029,323**	**482,628**	**1,005,470**	**1,022,834**	**1,022,834**	**-0.6%**	**1,022,834**		**1,022,834**		**1,022,834**	

2018-2019 EMERGENCY MANAGEMENT - 440

		2015-16		2016-17		2017-18			2018-2019								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC		FINAL	DETAILS
		Budget	Actual	Budget	Actual	Budget	YTD Expend 12/31/17	Antic. EOY	Dept. Request	Admin. Recom'd	% Change (Admin. Recom'd)	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	
51010	Department Head	51,393	51,398	54,307	38,649	55,724	27,726	55,724	57,401	57,401	3.0%	57,401	57,401				3% increase; 52 weeks + 1 day
51030	Non-surpv Wgs	46,253	34,939	46,253	33,048	47,460	22,284	47,189	48,605	48,605	2.4%	48,605	48,605				3% increase; 52 weeks + 1 day
53010	Office Supplies	2,500	2,439	2,500	2,058	2,500	801	2,500	2,500	2,500	0.0%	2,500	2,500				General office supplies, material for making identification cards, supplies for public education
53060	Postage	250	227	200	138	200	15	100	150	150	-25.0%	150	150				Postage
53400	Heating Oil (Propane)	625	9	0	0	0	0	0	0	0	0.0%	0	0				Propane tank rental & propane moved to "Buildings"
53600	Minor Equipment	1,000	1,112	1,000	568	1,000	0	1,000	1,000	1,000	0.0%	1,000	1,000				Upgrades for mobile/portable radios, radio programming software
53700	Vehicles Gasoline	3,600	2,212	3,050	1,205	2,950	561	1,800	2,821	2,821	-4.4%	2,821	2,821				13,400 miles divided by 15 mpg x $2.75 = $2,456 fuel for vehicles; plus portable generator fuel ($125) and EZ-Pass ($240)
53800	Uniforms/Safty Equip	250	250	300	229	300	198	300	300	300	0.0%	300	300				Uniform shirts and jackets for EMA staff
53900	Pub. Safety Equip.	15,250	16,348	12,500	12,500	12,500	12,500	12,500	12,500	12,500	0.0%	12,500	12,500				Reverse E-911 emergency notification system. Negotiated lower rates based on actual services needed, Year 2 of 3-year contract, includes IPAWS
54010	Training	6,475	4,073	6,475	5,302	6,475	1,054	3,150	6,000	6,000	-7.3%	6,000	6,000				Includes registration fees for training and meals at EMI ($400); annual dinner for Local EMA Directors ($400); Awards ($175); BOH/LHO meetings ($250); Bi-monthly Local EMA Directors meetings ($600); NIMS/other training ($400); Training materials/public education ($400); Public Health & You DVD copies ($50); Ongoing training for EMA personnel ($350); IAEM Annual conference for one staff ($2,400); IAEM Region 1 conference for two staff ($275); Meals for sponsored training ($300)
54020	Dues and Memberships	1,130	916	1,130	921	1,130	896	1,110	1,135	1,135	0.4%	1,135	1,135				Maine EMA association ($50); National Association of County & City Health Officials ($180); National Association of Counties (NACo) ($715); International Association of Emergency Managers (IAEM) ($190). (NACo membership allows the County to participate in the prescription drug card program that is available to all Sagadahoc County residents.)
54500	Professional Services	0	0	0	0	0	0	0	0	0	0.0%	0	0				Funding for Brunswick Haz-Mat Team no longer needed.
55010	Vehicle R & M	2,000	716	1,500	773.55	1,500	336	1,100	1,500	1,500	0.0%	1,500	1,500				Maintenance on the EMA SUV, MCI trailer, and CRI trailer
55120	Telephone	1,560	1,190	1,140	1,086	1,320	486	1,036	1,320	1,320	0.0%	1,320	1,320				Cell phone for Director ($660), Cell phone for Deputy Director ($660), Expense for landline telephones moved to administration
55420	Tower Leases	19,745	19,646	20,367	18,355	21,142	13,390	21,000	21,802	21,802	3.1%	21,802	21,802				Tower Leases: Richmond ($1); Phippsburg [4% increase, per contract] ($3,158); West Bath [4% increase, per contract] ($12,532); Sky Hy - Tophsam [3% increase, per contract] ($6,111)
55400	Equip Repair & Maintenance	8,600	7,642	10,706	12,520	9,670	5,559	9,670	11,400	11,400	17.9%	11,400	11,400				Towers & equipment maintenance: Electricity at four sites ($2,355); Periodic generator maintenance ($1,415); Propane for generators ($800); Snow clearing for Topsham & Richmond ($800); Equipment repair/emergency site maintenance ($5,000); service agreement for Page Gate ($610); annual Tower Frequency Protection ($420).
55430	Storage Lease	730	660	803	605	660	330	660	1,200	1,200	81.8%	1,200	1,200				Per contract $100/month
	TOTALS	**161,361**	**143,777**	**162,231**	**127,958**	**164,531**	**86,137**	**158,839**	**169,634**	**169,634**	**3.1%**	**169,634**	**169,634**			**169,634**	**NOTE: One-half of expenses will be reimbursed by MEMA through EMPG (Emergency Management Performance Grant)**

2018-2019 PROGRAM GRANTS - 920

		2015-16		2016-17		2017-18			2018-2019							
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT		COMMISSIONERS		BAC to Public Hearing		FINAL	
		Budget	Actual	Budget	Actual	Budget	YTD Expend. as of 12/31/17	Antic. EOY Expend.	Original Request	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
59101	Androscoggin-Sagadahoc County Extension Service	28,410	28,410	29,105	29,105	29,105	7,276	29,105	29,105	0.0%	29,105	0.0%	29,105	0.0%	29,105	Statutorily required; Androscoggin County is now funding its full share.
59102	Androscoggin Valley Soil & Water	10,000	10,000	11,000	11,000	11,000	5,500	11,000	11,000	0.0%	11,000	0.0%	11,000	0.0%	11,000	
59103	Time & Tide Conservation	3,750	3,750	3,750	3,750	3,750	0	3,750	3,750	0.0%	3,750	0.0%	0	-100.0%	0	
	Totals	**42,160**	**42,160**	**43,855**	**43,855**	**43,855**	**12,776**	**43,855**	**43,855**	**0.0%**	**43,855**	**0.0%**	**40,105**	**-8.6%**	**40,105**	

2018-2019 UNEMPLOYMENT RESERVE

7500	2015-16		2016-17				2017-18				2018-19								
	BUDGET HISTORY		BUDGET HISTORY				CURRENT BUDGET				DEPT. REQUEST			COMMISSIONERS		BAC to Public Hearing		FINAL	
	Budget	Reserve Balance	Budget	Actual	Amount Transfered to Reserve	Resulting Reserve Balance	Budget	Est. Used EOY	Estimated Transfered to Reserve	Estimated Reserve Balance	Original Request (Dept)	% Change	Estimated Starting Reserve Balance	Commissioners Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
	0	46,087	0	334	0	45,753	650	4,000	0	42,403	2,275	250.0%	45,403	2,275					
Reserve	**0**	**46,087**	**0**	**334**	**0**	**45,753**	**650**	**4,000**	**0**	**42,403**	**2,275**	**250.0%**	**44,678**	**2,275**		**2,275**		**2,275**	This account is used to pay unemployment claims made against the County. One claim is still open, one is pending, and one is eligible. Assuming no new claims in FY 2017-18, the maximumn liability we could face is approximately $33,000.

2018-2019 UNFUNDED LIABILITY RESERVE

	2015-16		2016-2017			2017-2018			2018-2019								
	BUDGET HISTORY		BUDGET HISTORY			CURRENT BUDGET			DEPT. REQUEST			COMMISSIONERS		BAC to Public Hearing		FINAL	
	Budget	Actual Transferred to Reserve	Budget	Actual Transferred to Reserve	Resulting Reserve Balance	Budget	Estimated Transfer to Reserve	Estimated Reserve Balance	Original Request (Dept)	% Change	Estimated Reserve Balance	Comm. Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
	15,000	14,676	10,000	20,367	26,356	24,000	18,000	42,000	18,000	-25.0%	60,000	18,000					
UNFUNDED LIABILITY RESERVE	**15,000**	**14,676**	**10,000**	**20,367**	**26,356**	**24,000**	**18,000**	**42,000**	**18,000**	**-25.0%**	**60,000**	**18,000**		**18,000**		**18,000**	Accrued compensated absences.

The County's unfunded liability as of the financial audit for the year ending 6/30/17 was $247,250.

2018-2019 ORTHOIMAGERY RESERVE

	2015-16		2015-16		2017-2018			2018-19								
	BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPT. REQUEST			COMMISSIONERS		BAC to Public Hearing		FINAL	
	Budget	Actual	Budget	Actual	Budget	Actual Transfered to Reserve	Actual Spent	Original Request (Dept)	% Change	Resulting Reserve Balance	Commissioners Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
	0	0	0	0	2,456	0	2,456	5,301	100.0%	5,301	5,301	100.0%				
Reserve	**0**	**0**	**0**	**0**	**2,456**	**0**	**2,456**	**5,301**	**100.0%**	**5,301**	**5,301**	**100.0%**			**5,301**	This is the second of two payments needed to purchase orthoimagery (aerial photo) services for all Sagadahoc County Towns in 2018-19.

2018-2019 FUEL RESERVE

	2015-16		2016-17			2017-18				2018-19								
	BUDGET HISTORY		BUDGET HISTORY			CURRENT BUDGET				DEPT. REQUEST			COMMISSIONERS		BAC to Public Hearing		FINAL	
	Budget	Actual	Budget	Carry Forward	Resulting Reserve Balance	Budget	Anticipated EOY Expend.	Carry Forward	Resulting Reserve Balance	Original Request (Dept)	% Change	Resulting Reserve Balance	Commissioners to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
	0	0	0	10,000	10,000	0	0	10,000	10,000	0	0	10,000	0					
FUEL RESERVE	0	0	0	10,000	10,000	0	0	10,000	10,000	0	0	10,000	0		0		0	This allowance will be used for propane, gas and oil if needed.

2017-2018 OTHER GENERAL FUND USES - 9500

		2015-16		2016-17		2017-18			2018-18								
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPARTMENT			COMMISSIONERS		BAC to Public Hearing		FINAL	
		Budget	Actual	Budget	Actual	Budget	YTD Expend. As of 12/31/16	Antic. EOY Expend.	DEPT Request	Admin. Recom'd	% Change	Commr's Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved	DETAILS
9520	Transfer to Child Victim Advocate Grant	9,374	9,374	11,329	11,329	11,262	11,262	11,262	12,291	12,291	9.1%	12,291	12,291				The Child Victim Advocate is funded primarily through Federal grant money and the position is shared by Sagadahoc and Lincoln Counties. This represents Sagadahoc County's share of the match and expenses in excess of the grant . *
9540	Transfer to Capital	125,475	125,475	191,610	191,610	175,666	175,666	175,666	295,504	295,504	68.2%	295,504	295,504				See Capital Improvement Plan for details **
	TOTALS	**134,849**	**134,849**	**202,939**	**202,939**	**186,928**	**186,928**	**186,928**	**307,795**	**307,795**	**64.7%**	**307,795**	**307,795**			**307,795**	

* Transferred from General Fund appropriation to Fund 20 - Grant match
** Transferred from General Fund appropriation to Fund 30 - Capital Reserve

2018-2019 Budget VOCA Position
Child Victim-Witness Advocate

VOCA GRANT	SAGADAHOC COUNTY				2018-2019		
POSITION	Child Victim-Witness Advocate	2015-16 Budget	2016-17 Budget	2017-18 Budget	Budget		
					Proposed	Inc/Dec	
2220 - 9210	Sub-Total Salaries & Wages	$32,094.00	$39,531.00	$40,561.00	$41,787.00	3.0%	
EXPENSES 9211							
	Phone	$0.00	$0.00	$0.00	$360.00	100.0%	
4105	Mileage	$1,250.00	$1,250.00	$1,200.00	$1,200.00	0.0%	
4724	Health Insurance	$0.00	$0.00	$0.00	$0.00	0.0%	
4726	Life Insurance	$336.00	$371.00	$371.00	$410.00	10.5%	
4727	Wage Protection	$218.00	$216.00	$144.00	$162.00	12.5%	
4729	EAP	$0.00	$0.00	$0.00	$0.00	0.0%	
4734	Deferred Comp	$0.00	$0.00	$0.00	$0.00	0.0%	
4735	Maine State Retirement	$2,878.00	$3,755.00	$3,894.00	$4,179.00	7.3%	
4750	Social Security	$2,474.00	$3,024.00	$3,103.00	$3,197.00	3.0%	
4755	Workers Comp	$198.00	$160.00	$150.00	$188.00	25.3%	
4945	Professional Development	$200.00	$500.00	$500.00	$500.00	0.0%	
	Sub-Total Mileage,Benefits,Training	**$7,554.00**	**$9,276.00**	**$9,362.00**	**$10,196.00**	**8.9%**	
5335	Office Supplies	$100.00	$100.00	$100.00	$100.00	0.0%	
	Sub-Total Supplies	**$100.00**	**$100.00**	**$100.00**	**$100.00**	0.0%	
	Total Department	**$39,748.00**	**$48,907.00**	**$50,023.00**	**$52,083.00**	**4.1%**	
8120	Grant Revenue (increased by)	($21,000.00)	($26,250.00)	($27,500.00)	($27,500.00)	0.0%	
	Balance to be budgeted	**$18,748.00**	**$22,657.00**	**$22,523.00**	**$24,581.00**	9.1%	
8121	Lincoln County Revenue	($9,374.00)	($11,328.00)	($11,261.00)	($12,290.50)	9.1%	
	Sagadahoc County Net	**$9,374.00**	**$11,328.00**	**$11,262.00**	**$12,290.50**	**9.1%**	

Capital Outlay

CAPITAL RESERVE BUDGET
FY 2018-2019

CAPITAL IMPROVEMENTS

Facilities

A.	Roof Maintenance	$ 50,000
B.	Elevator Upgrade	$ 7,000
C.	Fire Alarm System Replacement	$ 10,000
D.	Building Maintenance	$ 3,904
E.	Exterior Wall Sealant	$ 10,000
	SUBTOTAL:	**$ 80,904**

Communications

A.	Radio System Upgrade	$ 37,100
B.	Microwave Equipment Replacement	$ 10,000
C.	Tower Project	$ 16,500
	SUBTOTAL:	**$ 63,600**

CAPITAL EQUIPMENT/VEHICLES

A.	Sheriff's Vehicles	$ 93,500
B.	EMA Vehicle	$ 7,500
C.	Maintenance Vehicle	$ 5,000
D.	DVI Vehicle	$ 25,000
E.	Sheriff Laptop Computers	$ 10,000
F.	Phone Sysyem Upgrades	$ 3,000
D.	Copiers	$ 7,000
	SUBTOTAL:	**$151,000**
	TOTAL:	**$295,504**

RECOMMENDED CAPITAL OUTLAY FY 2018-19

Facilities

A.	Roof Maintenance		$ 54,000
B.	Building Mainenance		$ 6,240
C.	Parking Lot Lighting Project		$ 16.600
B.	HVAC		$ 9,000
		Subtotal:	**$ 85 840**

Communications/EMA

A.	Microwave Replacement		$ 18,750
		Subtotal:	**$ 18,750**

Equipment

A.	Copiers and Printers		$ 7,805
B.	Phone System Upgrades		$ 3,000
B.	DVI Vehicle		$ 25,000
B.	Sheriff's Vehicles		$ 98,500
		Subtotal:	**$134,305**

TOTAL:	**$238 895**

County of Sagadahoc, Maine
2019 - 2024 Capital Improvement Plan & Budget

Administrative Department

1. Copier Project. The Administrative Department is **requesting $7,000** for the purchase of a new photocopier for the Communications Department. The older copier will be transferred to another department. The County owns a total of 11 copiers and has been following an annual replacement plan and schedule. Funding for all County copiers is provided through the Administrative Department capital reserve.

Copiers (1)	$7,800
Less trade	- 0
Net cost	7,800
Est reserve balance 6-30-18	- 805
Net to be raised	$7,000
Request FY18-19	$7,000

2. Telephone Upgrade Project. The Administrative Department is **requesting $3,000** for software upgrades to the telephone system.

Telephone Upgrade	$3,000
Less trade	- 0
Net cost	3,000
Est reserve balance 6-30-18	- 0
Net to be raised	$3,000
Request FY18-19	$3,000

Communications Department

1. Console Upgrade Reserve. The Communications Department is **requesting $ -0-** this year to be placed in the console reserve account for the future replacement of radio consoles in dispatch. The reason is that $24,000 has been earmarked to be transferred to this account from funds in a server reserve that is being funded by a grant. The capital reserve funding schedule is based on the replacement of the existing radio consoles in approximately 10 - 12 years at a cost of $127,988 (in 2018 dollars) and is based on the purchase of a 4 position Zetron MAX console with 20 radio channels or equivalent. Appropriations will resume the following year at approximately $18,000 annually.

The current radio system was purchased in 2010 at a cost of $114,000. The average life expectancy of this equipment is ten to twelve years. This is the hub of the radio system and consists of 4 radio consoles in our dispatch center. The system is changing to an IP type system. In 10 years the existing system could be obsolete. Software was upgraded from Windows XP to Windows 7 in the 2014-2015 budget.

Radio Console	$127,988
Less trade	- 0
Net cost	127,988
Est reserve balance 6-30-18	-53,988
Net unmet need	$74,000
Request FY18-19	$ -0-

2. Spillman Server. The Spillman server was replaced last year and the cost including data conversion was approximately $30,100.00. The previous server was purchased in 2009.

Last year the County began funding the reserve for the eventual replacement of this server in another 5-7 years. The estimated reserve fund balance as of June 30, 2018 is $4,962. **It is recommended that the County appropriate $5,000** each year over next three year period beginning in FY19-20.

Spillman Server	$35,000
Less trade	0
Net cost	35,000
Est reserve balance 6-30-18	4,962
Net unmet need	$30,038
Request FY18-19	$ -0-

3. Spillman Software. Spillman is our CAD system. Software is updated and or changed on a constant basis and this would help us keep up with these changes. These funds would allow purchase of modules as required to enhance the system.

Spillman has several modules that are upgrades to their standard CAD system. Each module is an upgrade to their basic system. Just like any operating system, technology is constantly changing and putting money in CIP will offer us opportunities to purchase these important modules as they come out. **The County is not requesting any appropriation to this reserve in FY18-19.**

Spillman Software Reserve	$22,315
Transfers in	- 0 -
Total funds available	22,315
Software expenditures	- 0 -
Est reserve fund balance 6-30-18	22,315
Encumbrances	-$ -0-
Budget Request FY18-19	$ - 0 -

4. Spillman Geobase Server. Geobase is the background mapping system to Spillman. We purchased the module from Spillman in 2015. The new server and the mapping (ESRI) software to support it will be now be funded from a grant. **No appropriation is recommended to this reserve in FY18-2019** and that funds earmarked for this project be transferred to the console reserve. The remaining funds should provide sufficient funding to replace the server in approximately five years. Assuming the transfers are approved, the reserve will carry a balance of $6,000 as of June 30, 2018.

Spillman Geobase Server	$6,000
Est reserve fund balance 6-30-18	- 6,000
Balance to complete project	$ -0 -
Budget Request FY18-19	$ - 0 -

5. Tower Project. This project is to install/upgrade one tower site to the County's existing simulcast radio system which serves Police, Fire, and EMS. A 'tower site' includes VHF radios, simulcast interface equipment, microwave transmission equipment and the tower itself. This system was designed for county-wide coverage however there is poor coverage in Bowdoin. Quotes have been obtained from RCM, the County's radio vendor for either installing either a new tower or possibly

upgrading an existing tower. As part of the quote, RCM conducted site and RF engineering to locate equipment on Sky-Hy tower located in the town of Topsham. However that project no longer appears viable due to costs for removal of obsolete equipment located on the tower to accommodate our needs and projected significant increase in the lease costs. Other options are now being explored.

As a result of recent events, the cost of this project is now uncertain at this time. The Department has obtained or plans to obtain Homeland Security grants totaling $38,000.00 toward the project. The Department is not requesting any additional funding pending a viable solution. **The Department is however requesting an appropriation of $16,590** to replace funds spent last year for the purchase of two repeaters.

Tower Project	$TBD
Site Prep (electrical, shed, etc)	TBD
Total Project Cost	$TBD
Homeland Security Grant Reim	-$38,000
Cost less Homeland Security funds	$TBD
Est reserve fund balance 6-30-18	$26,076
Cost to complete project	$TBD
Budget Request FY18-19	$16,590

3. Microwave Equipment Replacement Reserve. The existing microwave equipment is approaching the end of its useful life (currently over 6 years into a 10-year useful life). This project would provide funding to upgrade and replace the (4) existing 4.9 GHz public safety microwave links with fully FCC licensed 23 GHz microwave radio links (2 radios per set) at a total estimated cost of $60,180.00. This estimate is based on a quotation from Radio Communications Management, Inc (RCM) of Portland, Maine dated March 3, 2015 attached.

The Communications Director recommends that this project be completed in four phases (one set every two years over the next several years. The County began a capital reserve for this project in the FY2015-2016 and complete phase 1 in FY16-17.

It is recommended that the County **appropriate $10,000 in the FY18-19 budget** to provide a one-half of the cost of phase two scheduled in FY18-19. Over the subsequent four year period, it is recommended that the County appropriate $10,000 each year with a phase three installation occurring in FY2020-2021 and phase four in FY2022-2023.

Microwave Equipment:	
Phase 2	$18,750
Phase 3	18,750
Phase 4	21,500
Total cost	$59,000
Est reserve balance 6-30-2018	10,092
*Requested FY18-19	$10,000

4. Radio System Upgrade - The County has been notified by Radio Communications Management, Inc that the existing system will obsolete in five years. The estimated replacement cost for the system is estimated to be $185,500. **The Communications Department is recommending that the County establish a reserve fund for the replacement and appropriate $37,100 in FY2018-19** toward the project.

Radio System Upgrade	$185,500
Est reserve balance 6-30-2018	- 0 -
*Requested FY18-19	$37,100

Emergency Management Agency

1. Vehicle Reserve. The EMA Department obtained a Homeland Security grant in 2015 to replace the 2006 Ford Expedition. The Department purchased a 2015 Dodge Durango with a heavy duty towing package at a cost of $32,914 plus the cost of additional equipment installation such as lights, radio and other communications equipment bringing the total cost to $38,386.00 The estimated useful life of the new vehicle is 6 years (or 2021) based on a projected 17,000 miles per year. The County retained the 2006 Ford Expedition and has transferred it to the Communications Department.

   The Department is requesting a capital project reserve be established for the eventual replacement of the new vehicle. Based on a future estimated replacement cost of $43,920 (allowing for a 15% increase), an **annual appropriation of $7,500 is requested** toward funding the replacement in 2021. When the next vehicle is purchased, the County intends to collect 50% reimbursement from FEMA over the subsequent years. We'll be able to recoup ½ of the actual costs, estimated to be $21,960.

Vehicle Cost	$43,920
HD towing package	Included
Total cost	43,920
Less trade	- 0
Net cost	43,920
Est reserve balance 6-30-18	-15,416
Net to be raised	$28,504
Requested FY18-19	$7,500

Facilities Department

1. Courthouse Entrance Project. This project expands on the work completed by Reno's Excavation in 2012 to correct frost heaves in front of the Centre Street entrance to the court house and provides funds to seal cracks in the parking lot. The former Facilities Manager met with the contractor and they recommend additional work to correct the problem. The work was estimated to cost $3,500 for the Centre Street entrance. In the meantime, the Facilities Manager applied a rubber crack sealer to the joint which may have corrected the problem.

   It is suggested that the $3,500 be transferred or spent from the building maintenance reserve to fund this work if it becomes necessary in the future.

2. Exterior Wall Sealant Project. Knowles Industries recommended that the County reapply a periodic moisture barrier protective coating to the Courthouse exterior at a minimum of every 10-12 years to protect the building envelope from water infiltration and to protect the investment made in 2012 to the exterior of the building.

   According to Knowles, it is almost impossible to prevent 100% moisture penetration due to a lack of expansion joints, however periodic sealing should address most of the moisture problems. Knowles estimates a stone and sealant budget of $40,000 - $60,000 for the 1869 building and $30,000 - $35,000 for sealant and CMU coating on the 1987 structure. (See quotation letter dated January 21, 2013 submitted by Knowles Industrial Services, Gorham, Maine).

An exterior wall sealant reserve was established in 2013. It is recommended that the County appropriate $5,000 annually over a 10 year period to address this project. **It is recommended that $5,000 be appropriated in the FY2018-19 capital budget toward funding this project.** The reserve has a balance of $25,000 at June 30, 2018.

Sealant (1869 bldg)	$50,000
Est reserve balance 6-30-2018	25,000
Net to be raised	$25,000
Requested FY18-19	$5,000
** Funding for 1987 bldg is requested separately.*	

3. Roof Maintenance Reserve. G & E Roofing Co, Inc of Augusta, Maine provided the County a revised estimate for roof improvements for the Courthouse on December 6, 2017. They recommend recovering sections 4 & 6 at a cost of $54,000 in FY18-19. They also recommend maintenance on section 7 (Mansard) at an estimated cost of $65,000 the following year. The County should consider bidding this part of the project to a general roofing contractor as a cost saving measure. **It is recommended that the County set aside $37,500 in FY18-19 toward roof repair needs.** The reserve has a balance of $16,500 as of June 30, 2018.

Roof maintenance	$54,000
Est reserve balance 6-30-18	16,500
Net to be raised	$37,500
Requested FY18-19	$37,500

4. HVAC Reserve. This project continues the process of removing and replacing the remaining heat pumps. This reserve is to fund one remaining unit ~ $15,000 according to staff. Two units were replaced this past year. **No appropriation to the HVAC reserve is requested for replacement of the additional units in the FY18-19 capital budget.**

HVAC 1 units @ $12,745 each	$12,745
Est reserve balance 6-30-18	-12,745
Balance needed to finish project	$ -0-
Requested FY18-19	$ -0-

5. Elevator Upgrade Project. Funding is requested for the elevator capital reserve to fund the modernization and replacement of the elevator controller unit within the next 3 to 6 years.

According to Pine State Elevator Company, the elevator at the courthouse is in good condition and running well. From an operational or reliability perspective, Pine State expects to see at least 5 years of reliable operation and perhaps more. A copy of their letter dated January 25, 2012 is available. Their recommendations are as follows:

A. Project #3: Modern Controller Upgrade - $63,900 - Intermediate-term: Within 5 - 10 years The controller is a simple relay logic controller. Components are still available and should remain so for the foreseeable future. The pump unit, which includes the motor, pump and valve is old, but the components appear in good condition and are of the same type that would be used to replace them. The same is true of the door equipment and fixtures. The estimated cost is $56,160 (in 2012 dollars) or $63,900 (in 2017 dollars). **A $7,000 appropriation is recommended next year toward the eventual upgrade of the controller.** The reserve has an estimated balance of $29,000 as of June 30, 2018.

B. Project #4: Jack Replacement - $45,000 - Long-term: Within 8 - 15 years
There is currently no sign that the hydraulic jack is leaking. However, if in the future this needs to be replaced, the cost is $35,000 (in 2012 dollars) or approximately $45,000 (8 to 12 years out). No funding recommendation is requested.

These estimates are for budget purposes only and the actual cost will depend on bid results at the time of purchase. The appropriation to this reserve is funding only the controller upgrade, not the jack replacement. A copy of the vendor recommendations is available.

Controller upgrade cost	$63,900
Est reserve balance 6/30/18	-29,000
Balance needed to finish project	$34,900
Requested FY18-19	$7,000

6. Maintenance Vehicle Reserve. The County replaced a worn out 2006 GMC 3/4 ton truck with a used 2011 Dodge Ram ½ ton pickup truck equipped with a Fisher plow and an electric poly sander. The vehicle has approximately 116,000 miles and is reported to be in fair condition. The Facilities Department is recommending continuing to fund the reserve to replace this vehicle. **A $5,000 appropriation is requested in the FY18-19 capital budget**.

Truck	$37,500
Plow	5,000
Sander	5,000
Total	47,500
Less trade	-7,500
Net cost	40,000
Est reserve balance 6-30-2018	-11,336
Net amount needed to fund project	$28,664
Request FY18-19	$5,000

7. Soffit/Trim Repair. A reserve fund was established in FY12-13 for anticipated future repair of the soffit and trim on the Court House. In 2013, Project Clerk Mel Cole reported that an inspection of the Courthouse soffit most easily inspected revealed soft wood on the bottom layer. The scaffolding was not high enough to inspect the entire building. His recommendation was that $5,000 be included in the FY2013-2014 budget for the purpose of hiring a contractor (on a time and materials basis) to bring in a lift, open problem areas, undertake some initial repairs, and identify the full scope of work needed. This will allow the County to establish funding in subsequent budgets to address any needed repairs. Due to 3-phase power around the building, the use of an aerial ladder for inspection would not be possible. The following comments were obtained from a prior CIP plan and may be relevant:

"Extensive deterioration of wood molding and trim was apparently found during 1998 renovations and repaired as funds permitted. The cornice molding on the south side of the building were temporarily repaired at that time but will require the molding to eventually be replaced. It is uncertain how much deterioration there may be to the structure supporting the cornice molding until it is removed. The work was planned for the FY 2007 budget year. However, due to the emergency replacement of the very old fuel tank in the basement, money had been diverted in order to cap the current 1,000 gallon fuel tank and install 3 new 330 gallon tanks. With completion of that project, money was to continue to be appropriated towards exterior maintenance."

In 2013 the County hired the Penobscot Company of Rockport, Maine at a cost of $985.00 to complete an examination of the soffit but a copy of their report could not be located to include with this report. It is recommended that the soffit and trim be examined and a budget developed for repairing this maintenance issue. It is expensive to examine the condition due to the height of the structure. There is a reserve balance of $5,000 in this account. **No further appropriation is requested pending an engineering report and recommendation.**

Soffit/Trim Project	Cost TBD
Est reserve balance 6/30/18	$5,000
Balance needed to finish project	Cost TBD
Requested FY18-19	$ -0-

8. Building Maintenance Reserve. The building maintenance reserve has an estimated balance of $7,806 as of June 30, 2018 for unplanned needs. Funds transferred to this reserve last year ($3,500) from the Courthouse entrance reserve may still be needed for that project. **No appropriation is requested in FY18-19.**

Bldg Maint reserve balance 6/30/18	$7,806
Requested FY18-19	$ -0-

9. Fire Alarm Project - Northeast Security Systems, Inc provided the County a budget estimate to upgrade the fire alarm system for the Courthouse on February 1, 2017. A copy of proposal is available. The existing fire alarm system was installed in 1987 and is 30 years old and should be upgraded within the next 5 years. The expected cost is approximately $50,000.

The County maintains a service contract which covers the annual inspection including any cleaning and adjustments required. The system was last inspected in August 2017. The system has been experiencing increasing malfunctions each year and parts are difficult to locate due to the age of the system. The annual inspection is $3,100 as the system inspection is quite intensive and during each inspection the devices are taken down and cleaned.

This project replaces the main panel, all wiring, smoke devices, heat detectors, pull stations, system boards and batteries. It is requested that this project be funded with annual appropriations of $10,000 over the next 5 years. **An appropriation of $10,000 is requested in FY2018-19.**

Fire Alarm Project	$50,000
Transfers in	- 0 -
Net to be raised	$50,000
Est reserve balance 6/30/18	$10,000
Requested FY18-19	$10,000

10. Parking Lot Lighting Project. The Courthouse parking lot is fairly dark at night and represents a safety hazard for pedestrian traffic. The County has obtained an estimate of $16,600 to install (4) - 20' poles with 78W LED fixtures and includes trenching, paving, permits, and all parts and labor to complete the installation. This project is fully funded and is expected to be completed this spring.

Parking Lot Lighting Project	$16,600
Est reserve balance 6/30/18	$16,600
Requested FY18-19	$ -0-

12. Brick Repointing Project - Knowles Industrial Services recommended uniform repointing of approximately 11,000/sf of brick masonry on the entire facade of the Courthouse estimated to cost $220,000 to $240,000. They suggested that it could be phased over 3-4 years completing one elevation each year with a $60,000 annual appropriation. Given the benefit to future taxpayers, it may be appropriate for the County to consider a long-term bond or loan to complete the project. Therefore **no reserve appropriation is requested in this budget**.

Masonry Repointing	$240,000
Est reserve balance 6-30-2018	-0-
Net to be funded	$240,000
Requested FY18-19*	$ -0-
** Bond Funding Recommended*	

13. Exterior Sealant 1986 Building - Knowles Industrial Services recommends that the 1986 building be resealed periodically to prevent moisture infiltration. The estimated cost of resealing this building is $30,000 and it is recommended to begin funding a reserve to complete this project recommendation.

Sealant (1986 bldg)*	$30,000
Est reserve balance 6-30-2018	-0-
Net to be funded	$30,000
Requested FY18-19	$5,000
** Funding for 1869 bldg is included separately..*	

District Attorney's Office

1. Vehicle Replacement - The District Attorney's Office is requesting funds for the replacement of their vehicle this year and is recommending an appropriation of $19,500 for the project.

DA Vehicle Replacement	$19,500
Est reserve balance 6-30-2018	-0-
Net to be funded	$19,500
Requested FY18-19	$19,500

Sheriff's Department

1. Vehicle Reserve. The Sheriff's Department generally replaces three vehicles annually on a rotating basis to maintain their fleet. It is the policy of the Department to replace equipment when its total cost (depreciation, operating, maintenance and repair cost), averaged over its useful life, is at a minimum. Front-line cruisers typically have a useful life of approximately 125,000 to 150,000 miles and are typically replaced at that time.

   This year the department is requesting funds to replace three older units with SUV-AWD type units at a net cost (after trade) of $98,500. This includes the cost of detailing the vehicles and mounting of equipment such as lights, siren, radio, radars, and computer systems. The reserve has an estimated balance of $17,353 as of June 30, 2018. **A net appropriation of $98,500 is requested.**

Description	Units	Unit Cost	Total Cost
Police SUV-AWD	3	$29,500	$88,500
Set up and detailing cost	2	7,000	14,000
Set up cost	1	2,500	2,500
Total			105,000
Less trade	3	2,500	-7,500
Net cost			97,500
Est reserve balance 6-30-18			17,353
Net cost			$80,147
Requested FY18-19			$98,500

2. Computer Reserve (Laptop) - The Sheriff's Department obtained 16 rugged laptops computers, docking stations, and related equipment through a grant program in 2018 at a cost of $51,861.

The Sheriff is requesting to establish a laptop computer reserve for the future replacement of this equipment in approximately five years. **The Department is requesting $10,000 in the FY18-19 capital budget toward the future replacement of these laptops.**

Description	Units	Unit Cost	Total Cost
MDC computers	15	$2,500	$37,500
Docking stations	15	800	12,000
Misc expense	1	500	500
Total			50,000
Less trade			0
Net cost			50,000
Est reserve balance 6-30-18			0
Net cost			$50,000
Requested FY18-19			$10,000

Departmental Summary	
Administration	
Copier Reserve	$7,000
Telephone System Upgrade	3,000
Administration Subtotal	$10,000
Communications	
Console Reserve	0
Spillman Server	0
Spillman Software	0
Spillman Geobase Sever	0
Tower Project	16,590
Microwave Equipment	10,000
Radio System Upgrade	37,100
Communications Subtotal	63,690
Emergency Management	
Vehicle Reserve	7,500
EMA Subtotal	7,500
Facilities Department	
Exterior Wall Sealant	5,000
Roof Maintenance	37,500
HVAC Reserve	0
Elevator Upgrade	7,000
Truck Reserve	5,000
Soffit/Trim Repair	0
Building Maint Reserve	0
Fire Alarm Project	10,000
Parking Lot Lighting Project	0
Masonry Repointing Project	0
Exterior Sealant (1987 Bldg)	5,000
Facilities Subtotal	69,500
District Attorney's Office	
Vehicle Replacement	19,500
DA Subtotal	19,500
Sheriff's Department	
Vehicle Reserve	98,500
Computer Reserve	10,000
Sheriff Subtotal	108,500
Total Request FY18-19	$278,690

Asset Category Summary	
Buildings & Grounds	
Parking Lot Lighting Project	0
Exterior Wall Sealant (1869 Bldg)	5,000
Exterior Wall Sealant (1986 Bldg)	5,000
Masonry Repointing Project	0
Roof Maintenance	37,500
HVAC Reserve	0
Elevator Upgrade	7,000
Soffit/Trim Repair	0
Fire Alarm Project	10,000
Building Maint Reserve	0
Bldg & Grounds Total	64,500
Fleet & Equipment	
Facilities Truck Reserve	5,000
EMA Vehicle Reserve	7,500
DA Office Vehicle Replacement	19,500
Sheriff's Vehicle Reserve	98,500
Fleet & Equipment	130,500
Office Equipment	
Copier Reserve	7,000
Telephone System Upgrade	3,000
Office Equipment Total	10,000
Communications Equipment	
Comms Console Reserve	0
Comms Tower Project	16,590
Comms Microwave Equipment	10,000
Radio System Upgrade	37,100
Comms Equipment Total	63,690
Computer Equipment	
Comms Spillman Server	0
Comms Spillman Software	0
Comms Spillman Geobase Sever	0
Sheriff's Computer Reserve	10,000
Computer Equipment	10,000
Total Request FY18-19	$278,690

CIP 2018-2019 through 2023-2024

CAPITAL IMPROVEMENT RESERVE FIVE YEAR PROJECTION

						2018-2019				2019-2020			2020-2021			2021-2022			2022-2023			2023-2024		
			Anticipated Future Needs and Cost	Estimated carry over from FY 2017-18	Recommended Appropriation as of July 1, 2018	Available Balance as of July 1, 2018	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance
		Parking Lot Lighting Project	Carry forward from FY 2017-18	16,600	0	16,600	(16,600)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	59402	Roof Maintenance	G&E Roofing re-evaluated the roof's condition and two areas will require significant work over the next 2 years.	16,500	50,000	66,500	(54,000)	12,500	41,500	(54,000)	0	10,000	0	10,000	10,000	0	20,000	10,000	0	30,000	10,000	0	40,000
		HVAC	One heat pumps still need replacing ($9,000), as well as the large attic courtroom unit; however, as that unit is so infrequesntly used and is in good condition (and costs approximately $15,500 to replace) It was not factored in until all of the other units was replaced.	12,745	0	12,745	(9,000)	3,745	3,000	0	6,745	4,000	0	10,745	5,000	(15,745)	0	0	0	0	0	0	0
		Fire Alarm Replacement Project	The system is 30 years old and should be upgraded withing the next four years.	10,000	10,000	20,000	0	20,000	10,000	0	30,000	10,000	0	40,000	10,000	(50,000)	0	0	0	0	0	0	0
		Generator Replacement	The County will have to replace the existing generator in 10-14 years at a cost of approximately $100,000.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Elevator Upgrade	The County has been advised that the analog control panel for the elevator is obscolete and in the near future the technicians will not be able to remedy problems. Funds are now being aside to fund a $63,900 modern controller upgrade in FY 22-23	29,000	7,000	36,000	0	36,000	7,000	0	43,000	7,000	0	50,000	7,000		57,000	6,900	(63,900)	0	0	0	0
		Soffit/Trim Replacement	Soffit/Trim Repair at Courthouse. The extent of the repairs cannot be determined until scaffolding is in place; however, several areas have been identified during a preliminary inspection as needing replacement.	5,000	0	5,000	0	5,000	TBD			TBD			TBD			TBD			TBD		
		Building Maintenance	Building Maintenance Reserve (Roof, paking lots, generator, building safety, ADA, codes, etc.)	7,806	3,904	8,500	(6,240)	5,470	0	(2,470)	3,000	2,000	(3,000)	2,000	3,000	(2,000)	3,000	2,000	0	5,000	2,000	(2,000)	5,000
		Exterior Wall Sealent	It is recommended that both the original courthouse and the 1986 addition be resealed every 10-12 years. The total cost is estimated at 75,000.	25,000	10,000	35,000	0	35,000	10,000	0	45,000	10,000	0	55,000	10,000	0	65,000	10,000	(75,000)	0	0	0	0
		Console Upgrade Project	The average life span of this eqipment is 10 to 12 years, and it is estimated that it will need to be replaced iin the early 2020s. The projected cost is $128,888; ($29,988 is currently in resefrve, with an additional $24,000 scheduled for transfer from the geobase account, which is being funded by a grant.)	53,988	0	53,988	0	53,988	18,000	0	71,988	18,000	0	89,988	19,000	0	108,988	19,000	(127,988)	0	0	0	0
COMMUNICATIONS	59435	Communications GeoBase Server	This will need to be replaced inapproximately five years. I tis the foundation of all Spillman modules.	6,000	0	6,000	0	6,000	0	0	6,000	0	0	6,000	0	0	6,000	0	(6,000)	0	0	0	0
	59431	Communications Spillman Software	Software purchased in 2010-2011. Additional and/or upgraded modules include but are not limited to Medical Interface; Mobile Interview; ERS Fire Interface.	22,315	0	22,315	0	22,315	0	0	22,315	0	0	22,315	0	0	22,315	0	0	22,315	0	0	22,315
		Communications Spillman Server	The average lifespan is 5-7 years, and it is anticipated that this will need to be replaced in FY 21-22 at a cost of approximately $20,000.	4,962	0	4,962	0	4,962	5,000	0	9,962	5,000	0	14,962	5,000	(19,962)	0	0	0	0	0	0	0
		Radio System Upgrade	The County has been notifies that the existing countyu-wide system will be obsolete in 5 years. The estimated relacement cost is $185,500.	0	37,100	37,100	0	37,100	37,100	0	74,200	37,100	0	111,300	37100	0	148,400	37,100	(185,500)	0	0	0	0
		SUB-TOTALS		209,916	118,004	327,920	(85,840)	242,080	131,600	(56,470)	312,210	103,100	(3,000)	412,310	106,100	(87,707)	430,703	85,000	(458,388)	57,315	12,000	(2,000)	67,315

CAPITAL PROJECT/EQUIPMENT RESERVE FIVE YEAR PROJECTION

						2016-2017				2017-2018			2018-2019			2019-2020			2020-2021			2021-2022		
	CAPITAL EQUIPMENT RESERVE HISTORY			Anticipated Future Need and Cost	Estimated carry over from FY 2017-18	Recommended Appropriation as of July 1, 2018	Available Balance as of July 1, 2018	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance	Appropriation	Expenditure	EOY Balance
34			Tower Project (excludes grant reimbursement)	Upgrades to and exisiting tower or establish a new tower location to address coverage problems.. Grant funding has been secured to cover the remaining $38,000 of the total cost.	9,486	16,500	25,986	0	25,986	TBD			TBD			TBD			TBD			TBD		
35			Microwave Equipment Replacement	There are three pairs of microwave dishes/radios which need to be replaced over the next five years.	10,092	10,000	20,092	(18,750)	1,342	10,000	0	11,342	10,000	(18,750)	2,592	10,000	0	12,592	9,000	(21,500)	92	0	0	92
36	OTHER EQUIP.		Telephone System Upgrades	One-time upgrades to the existing sytem	0	3,000	3,000	(3,000)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
37			Sheriff Laptop "Toughbook" Computers	It is etimated that 16 rugged laptop computers and the associated equipment will need to be replaced in 5-6 years.	0	10,000	10,000	0	10,000	10,000	0	20,000	10,000	0	30,000	10,000	0	40,000	10,000	(50,000)	0	10,000	0	10,000
38			Copiers & Laser Printers	Copiers are replaced on a rotational basis.	805	7,000	7,805	(7,805)	0	1,000	0	1,000	1,000	0	2,000	1,500	0	3,500	1,500	0	5,000	2,000	(7,000)	0
39			DVI Vehicle	Purchase of a "program" vehicles for the Domestic Violence Invesitgator.	0	25,000	25,000	(25,000)	0	0	0	0	5,000	0	5,000	5,000	0	10,000	5,000	0	15,000	5,000	0	20,000
40	VEHICLES		Maintenance Vehicle	It is anticipated the maintenance vehicle will have to be replaced in approximately threeto four years; however, the sander and pliow were purchased in 2017 and should not need replacement.	11,336	5,000	16,336	0	16,336	5,000	0	21,336	5,000	0	26,336	10,000	(36,336)	0	0	0	0	5,000	0	5,000
41			EMA Vehicle	It is anticipated this vehicle will need to be replaced in approximately four years.	15,416	7,500	22,916	0	22,916	7,500	0	30,416	6,500	0	36,916	7,004	(43,920)	0	0	0	0	5,000	0	5,000
42			Sheriff's Vehicles	The Sheriff's 5 yr. vehicle replacement schedule shows the purchase of 3 new vehicles in FY 2018-19.	8,353	93,500	101,853	(98,500)	3,353	101,000	(103,500)	853	103,000	(103,500)	353	103,500	(103,500)	353	103,500	(103,500)	353	103,500	(103,500)	353
43			**SUB-TOTALS**		**55,488**	**177,500**	**232,988**	**(153,055)**	**79,933**	**134,500**	**(103,500)**	**84,947**	**140,500**	**(122,250)**	**103,197**	**147,004**	**(183,756)**	**66,445**	**129,000**	**(175,000)**	**20,445**	**130,500**	**(110,500)**	**40,445**
46			**GRAND TOTALS**	TOTALS	**265,404**	**295,504**	**560,908**	**(238,895)**	**322,013**	**266,100**	**(159,970)**	**397,157**	**243,600**	**(125,250)**	**515,507**	**253,104**	**(271,463)**	**497,148**	**214,000**	**(633,388)**	**77,760**	**142,500**	**(112,500)**	**107,760**

Debt Service

2018-2019 DEBT SERVICE - 801

		2015-16		2016-17		2017-2018			2018-2019						
		BUDGET HISTORY		BUDGET HISTORY		CURRENT BUDGET			DEPT. REQUEST		COMMISSIONERS		BAC to Public Hearing		FINAL
		Budget	Actual	Budget	Actual	Budget	YTD Expend. As of 12/31/17	Antic. EOY Expend.	Original Request (Dept)	% Change	Commissioners Budget to BAC	% Change	BAC Recom-mendation	% Change	Approved
	TWO BRIDGES REGIONAL JAIL														
58013	Principal - Jail Bond	600,000	600,000	630,000	630,000	625,000	625,000	625,000	620,000	-0.8%	620,000				
58053	Interest - Jail Bond	265,750	265,750	250,300	250,300	228,350	120,725	228,350	203,450	-10.9%	203,450				
	Jail Bond Admin Fee	375	0	375	0	375		375	375	0.0%	375				
	Subtotal	866,125	865,750	880,675	880,300	853,725	745,725	853,725	823,825	-3.5%	823,825				
	COURTHOUSE RESTORATION														
	Principal	46,184	46,184	48,402	48,402	50,725	0	50,725	53,160	0.0%	53,160				
	Interest	15.004	15,004	12,786	12,786	10,463		10,463	8,028		8,028				
	Subtotal	61,188	61,188	61,188	61,188	61,188		61,188	61,188		61,188				
	TOTALS	**927,312**	**926,938**	**941,863**	**941,488**	**914,913**	**745,725**	**914,913**	**885,013**	**-3.3%**	**885,013**		**885,013**		**885,013**

DETAILS

The revenue bond was sold in June 2005 in the amount of $24.6 million to build the regional jail. Sagadahoc County is obligated to pay 1/2 of the bond. The Bond runs through 2026.

ORIGINAL COURTHOUSE: The County considers the Courthouse to be a priceless historical structure that should be properly maintained in perpetuity. However, except for the replacement of the granite steps, restoration of the Bell Tower and painting of the roof and window trim, the exterior of the Courthouse was neglected for many decades. As a consequence, large chunks of sandstone and brick often fall from the original portion of the building, further enabling water to penetrate cracks and freeze. . **BORROWING:** The Commissioners secured a lease/purchase construction loan to supplement the $267,874 already set aside in the capital reserve account for the exterior of the Courthouse. Gorham Bank issued a loan of $500,000 for 10 years at 4.8%. The Commissioners also note that the debt service on the Two Bridges Regional Jail Bond decreases by approximately $25,000 each year, therefore, in slightly less than three years (assuming no additional borrowing), the County's debt service payment will return to its 2010-11 level.