

CITY COUNCIL NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a City Council Meeting on Monday, November 13, 2017 in the Council Chambers located at 25 High Street, 6:00 pm.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Public Input**
- 4. Declaration of Potential Conflicts of Interest**
- 5. Consent Agenda**
 - a. Minutes for October 10, 2017 Regular Meeting
 - b. September 2017 Financials
 - c. October 2017 Financials
- 6. Bid Openings, Awards, and Appointments**
 - a. Award of Bid for New Recreation Van
- 7. Formal Public Hearings**
 - a. Junk yard license renewals
 - b. Application for EPA Brownfield funding
 - c. A new Registered Nonprofit Dispensary Permit for Safe Alternatives located at 1137 Presque Isle Road
 - d. Ordinance 07, 2017 Series, Amending General Assistance Guidelines
 - e. Ordinance No 8, 2017 Series, Rezoning of 0.3 acres from Industrial 2 to Residential 1 at 47 York Street
 - f. Ordinance No 9, 2017 Series, Rezoning of 18 acres from Residential 1 to Residential 3 at approximately 30 Lee Street
 - g. Ordinance No 10, 2017 Series, Releasing Interest in Properties to be Conveyed to RSU#39 for the New Elementary School in Accordance with Previously Approved Purchase Agreements
 - h. DRAFT 2018 Expense and Capital Budgets
- 8. New Business & Adoption of Ordinances and Resolutions**
 - a. Ordinance No 7, 2017 Series, Amending General Assistance Guidelines
 - b. Ordinance No 8, 2017 Series, Rezoning of 0.3 acres from Industrial 2 to Residential 1 at 47 York Street
 - c. Ordinance No 9, 2017 Series, Rezoning of 18 acres from Residential 1 to Residential 3 at approximately 30 Lee Street
 - d. Ordinance No 10, 2017 Series, Releasing Interest in Properties to be Conveyed to RSU#39 for the New Elementary School in Accordance with Previously Approved Purchase Agreements
 - e. Quit Claim Deed approval
 - f. Request by Mark Westin for Deferral of Foreclosure
 - g. Resolution approving amendments to the Tri-Community Landfill interlocal agreement
 - h. Resolution on Discontinuance of Park Street
 - i. Airport T-Hangar Change Order
 - j. Introduction of Ordinance No 11, 2107 Series, Amending Caribou Zoning Map
 - k. Introduction of Ordinance No 12, 2107 Series, Amending Caribou Zoning Map
- 9. Old Business**
 - a. Request for Abatement of Property Taxes Bell
- 10. Reports of Officers, Staff, Boards and Committees**
- 11. Reports and Discussion by Mayor and Council Members**
- 12. Executive Session** (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6)
- 13. Adjournment**

If you are planning to attend this Public Meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City ten or more hours in advance and we will, within reason, provide what assistance may be required.

Certificate of Mailing/Posting

The undersigned duly appointed City official for the municipality of Caribou City hereby certifies that a copy of the foregoing Notice and Agenda was posted at City Offices and on-line in accordance with City noticing procedures.

BY: _____ Jayne Farrin, City Clerk



Council Agenda Item #1: Roll Call

Because of a power outage, the regular meeting of the Caribou City Council was held 6:00 p.m. on Tuesday, October 10, 2017 in the City Clerk's Office with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Jody L. Smith, Timothy C. Guerrette, and Nicole L. Cote.

Dennis L. Marker, City Manager.

Department Manager: Gary Marquis, Supt of Parks & Recreations; Penny Thompson, Tax Assessor; and Scott Susi, Fire Chief.

Chris Bouchard of the Aroostook Republican and Spectrum covered the meeting.

Council Agenda Item #2: Pledge of Allegiance

Mayor Aiken led the Pledge of Allegiance.

Council Agenda Item #3: Public Input

- John Barretto – 15 Prospect Street – Stated that he has a condemned sticker on his house from the City. Mr. Barretto stated that he is being harassed by the City and the Police Department. He is concerned that he will be removed from his house.
Because of nonpayment, water and electricity have been terminated for 15 Prospect Street which places him in violation of the Property Maintenance Code. Mr. Barretto stated that he has opened up the old well so he currently has water and that on Wednesday Emera will be restoring electricity to 15 Prospect Street.
The City Manager stated that staff will review 15 Prospect Street to determine if the property maintenance code violations have been resolved.
The Mayor offered that the City could review the current Property Maintenance Code to see if there are items that could be removed or changed.

Council Agenda Item #4: Declaration of Potential Conflicts of Interest

There weren't any conflict of interest to declare.

Council Agenda Item #5: Consent Agenda

- a. Minutes for September 11, 2017 Meeting
- b. Approval of Beano or Games of Chance Licenses for Multiple Years.
 - I. American Legion Post #15 license to run Games of Chance (2018-2020)
 - II. Lister-Knowlton VFW Auxiliary license to run Games of Chance (2018-2020)
 - III. Knights of Columbus license to run Games of Chance (2018-2020)
 - IV. Lister-Knowlton VFW Post 9389 to run Games of Chance (2018-2020)
- c. Approval of 2017 Notice of Municipal Election
- d. Approval of 8 a.m. opening time for November 7, 2017 Election

Motion made by P. McDonough, seconded by J. Smith, to approve the Consent Agenda A-D as presented. (6 yes) So voted.

Council Agenda Item #6: Bid Openings, Awards and Appointments

- a. Appointment of November 2017 Election Warden – Jayne R. Farrin

Motion made by P. McDonough, seconded by T. Guerrette, to appoint Jayne R. Farrin as Warden for the November 2017 Election. (6 yes) So voted.

- b. Appointment of November 2017 Deputy Election Warden – Kalen Hill

Motion made by P. McDonough, seconded by T. Guerrette, to appoint Kalen Hill as Deputy Warden for the November 2017 Election. (6 yes) So voted.

- c. Appointment of Nylander Museum Board Member – Kathryn Rebecca Easter

Motion made by P. McDonough, seconded by T. Guerrette, to appoint Kathryn Rebecca Easter to the Nylander Museum Board. (6 yes) So voted.

- d. Appointment of Planning Board Member – Thomas Ayer

Motion made by P. McDonough, seconded by T. Guerrette, to appoint Thomas Ayer to the Planning Board with a term ending December 31, 2019. (6 yes) So voted.

- e. Recognition of Denise Lausier, MMA Supreme Award for Municipal Annual Report

The Mayor noted that at the recent Maine Municipal Association's Annual Convention, the City of Caribou's Annual Report earned the Supreme Award for the population category of 5000 and over. Denise Lausier was recognized and thanked for all the hard work she put into the annual report and received a round of applause.

- f. Recognition of Chief Scott Susi, Maine Fire Chief of the Year

The Mayor stated that at the recent Maine Municipal Association's Annual Convention, Fire Chief Scott Susi was recognized by his peers and awarded Maine Fire Chief of the Year. Both the City and the Chief received plaques. The Mayor thanked him for his service and the Chief received a round of applause.

Council Agenda Item #7: Formal Public Hearings

- a. Discontinuance of Park Street between Glenn Street and Bennett Drive

6:20 p.m. Public Hearing opened.

No public input.

6:21 p.m. Public Hearing closed.

The formal vote on the discontinuance of Park Street between Glenn Street and Bennett Drive will be added to the November 13th Council agenda.

Council Agenda Item #8: New Business & Adoption of Ordinances and Resolutions

- a. Introduction of Ordinance No. 7, 2017 Series, Amending General Assistance guidelines

Councilor McDonough introduced Ordinance No. 7, 2017 Series, an Ordinance amending Chapter 17 General Assistance, Short Title: An Ordinance Amending General Assistance Guidelines.

- b. Introduction of Ordinance No. 8, 2017 Series, Regarding Rezoning of 0.3 acres from Industrial 2 to Residential 1 at 47 York Street

Councilor McDonough introduced Ordinance No. 8, 2017 Series, an Ordinance amending Chapter 13 Zoning Section 13-202 Official Zoning Map, Short Title: An Ordinance amending the Caribou Zoning Map.

- c. Introduction of Ordinance No. 9, 2017 Series, Regarding Rezoning of 18 acres from Residential 1 to Residential 3 at approximately 30 Lee Street

Councilor McDonough introduced Ordinance No. 9, 2017 Series, an Ordinance amending Chapter 13 Zoning Section 13-202 Official Zoning Map, Short Title: An Ordinance amending the Caribou Zoning Map.

- d. Introduction of Ordinance No. 10, 2017 Series, Releasing Interest in Properties to be Conveyed to RSU #39 for the New Elementary School in Accordance with Previously Approved Purchase Agreements.

Councilor McDonough introduced Ordinance No. 10, 2017 Series, an Ordinance authorizing the Release of a Real Property Interest between the City of Caribou and RSU #39, Short Title: An Ordinance Authorizing Release of Property Interest Pertaining to New School.

Public Hearings for Ordinances 7, 8, 9, & 10 were scheduled for the November 13, 2017 City Council Meeting.

- e. Discussion and Possible Action Regarding Abatement of Property Taxes for Property Located at 318 Grimes Mill Road

Jamie and Jessica Bell's house at 318 Grimes Mill Road burned on May 11, 2016. The Bells are requesting an abatement of the property taxes for the number of days in 2016 that they didn't have their house. Per Mr. Bell's calculations that would be \$1,863.33.

The City Manager outlined Title 36 §841, which is the state statute that covers the instances where abatements are allowed.

Councilor McDonough recommended that a legal opinion from MMA be obtained.

Motion made by J. Smith, seconded by D. Martin, to abate Jamie and Jessica Bell's 2016 property taxes by \$1,863.33.

Discussion.

When asked, Chief Susi stated that there are about 25 house fires each year with about five of them being a total loss.

Councilor Martin would want to abate taxes when there has been a "total loss" for the owner.

After discussion, the motion made by J. Smith, seconded by D. Martin, to abate Jamie and Jessica Bell's 2016 property taxes by \$1,863.33 was withdrawn until the City obtained a legal opinion.

f. Discussion and Possible Action Regarding Abatement of \$677.43 of Uncollectable Personal Property Taxes

Account #	Taxpayer	Year	Amount
566	Dennis White	2012	\$25.09
		2013	\$24.60
554	Sharlene Harper	2014	\$28.99
501	Clear Wireless LLC	2015	\$3.91
609	Maryline Dewitt	2015	\$89.84
211	Becky Lozoway	2009	\$84.00
		2010	\$84.35
		2011	\$91.35
585	Edward Jones Co. LP	2014	\$245.30

Motion made by P. McDonough, seconded by J. Theriault, to accept the personal property list provided by the tax collector and to abate the taxes as they have been deemed uncollectable. (6 yes) So voted.

g. Discussion and Possible Action Regarding Sale of Approximately 0.13 acres at 89 York Street
Discussion. No action taken.

Council Agenda Item #9: Reports of Officers, Staff, Boards, and Committees

Councilor McDonough suggested that a thank you be sent to Stephen and Tabitha King for their generous donation to the Caribou Public Library.

There were no other questions or comments regarding the Department Reports.

Council Agenda Item #10: Reports and Discussion by Mayor and Council Members

There weren't any reports from the Mayor or Council Members.

William Belanger stated that he would not be able to attend the next Council Meeting and wondered if the Council had any questions regarding the proposed zoning change for his property from Residential 1 to Residential 3. This change would allow the horses that are being pastured there to remain. Because Mr. Belanger is unable to attend the November 13th meeting, it was suggested by the Mayor that he provide his comments in writing to the Council.

Council Agenda Item #11: Executive Session (May be called to discuss matters under Maine Revised Statutes, Title 1, §405.6)

6:55 p.m. Time in. Motion made by D. Martin, seconded by P. McDonough, to move to executive session under MRSA Title 1 §405.6A to discuss a personnel issue. (6 yes) So voted.

No Action taken.

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Council Agenda Item #12: Adjournment

Motion made by P. McDonough, seconded by T. Guerrette, to adjourn the meeting at 8:08 p.m. (6 yes)
So voted.

Jayne R. Farrin, Secretary

General Ledger Summary Report

Fund(s): ALL
September

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
Debits	Credits					
1 - Gen Fund	19,918.32	684,771.91	-325.04	51,488,240.16	52,173,012.07	0.00
Assets	9,666,690.85	9,539,167.59	-1,026,891.54	24,164,671.70	22,120,247.72	11,583,591.57
101-00 CASH (BANK OF MAINE)	4,193,063.53	4,064,208.00	3,483,514.02	12,392,920.63	11,960,766.16	4,496,362.47
102-00 RECREATION ACCOUNTS	53,311.63	61,271.91	0.00	0.00	0.00	61,271.91
110-00 SECTION 125 CHECKING FSA	1,607.07	1,631.67	-1,469.00	22,517.25	13,484.58	10,664.34
110-03 2017 SECTION 125 CHECKING HRA	0.00	0.00	-2,968.40	105,084.48	35,926.11	69,158.37
111-00 RETIREMENT INVESTMENT	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
117-00 RLF #10 INVESTMENT	220,627.36	220,760.44	509.16	8,587.02	0.00	229,347.46
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	22,957.49	7,366.91	9,397.73	127,847.40	120,615.23	14,599.08
124-00 GAS INVENTORY	27,031.89	20,471.03	-5,610.03	54,630.90	60,171.85	14,930.08
125-00 ACCOUNTS RECEIVABLE	92,937.39	107,194.50	3,311.94	262,508.04	353,640.88	16,061.66
126-00 SWEETSOFT RECEIVABLES	578,236.08	578,236.08	-2,024.15	1,785,649.62	1,693,251.04	670,634.66
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-1,276.29	-1,276.29	0.00	0.00	0.00	-1,276.29
174-00 CDC LOANS REC (1280)	83,582.08	77,888.61	0.00	0.00	0.00	77,888.61
180-00 DR. CARY CEMETERY INVESTMENT	1,215.52	1,215.99	0.47	1.39	0.00	1,217.38
181-00 HAMILTON LIBRARY TR. INVEST	1,710.95	1,715.76	4.87	14.39	0.00	1,730.15
182-00 KNOX LIBRARY INVESTMENT	9,564.28	9,586.40	22.36	66.09	0.00	9,652.49
183-00 CLARA PIPER MEM INV	738.03	738.32	0.29	0.86	0.00	739.18
184-00 JACK ROTH LIBRARY INVEST	32,874.95	33,030.74	157.99	466.66	0.00	33,497.40
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,332.29	7,337.23	4.95	14.83	0.00	7,352.06
187-00 DOROTHY COOPER MEM INV	66,056.85	66,165.14	102.24	304.11	4,000.00	62,469.25
189-00 MARGARET SHAW LIBRARY INV	12,746.16	12,764.99	15.97	47.84	0.00	12,812.83
190-00 GORDON ROBERTSON MEM INV	11,385.77	11,393.44	8.25	23.59	0.00	11,417.03
191-00 MEMORIAL INVESTMENT	6,047.40	6,052.04	4.66	13.80	0.00	6,065.84
192-00 G. HARMON MEM INV	8,371.68	8,377.32	-24.36	16.92	30.00	8,364.24
193-00 BARBARA BREWER FUND	5,419.12	5,428.58	9.88	28.85	0.00	5,457.43
194-00 RODERICK LIVING TRUST	0.00	0.00	13.95	21,833.50	0.00	21,833.50
198-00 TAX ACQUIRED PROPERTY	93,002.80	92,549.48	-4,742.35	3,274.74	22,454.16	73,370.06
200-06 2006 TAX RECIEVABLE	0.00	0.00	-118.00	0.00	118.00	-118.00
200-09 2009 TAX RECEIVABLE	96.00	96.00	0.00	0.00	0.00	96.00
200-16 2016 TAX RECEIVABLE	882,980.13	882,980.13	-1,092.33	13,252.46	896,232.53	0.06
200-17 2017 TAX RECEIVABLE	-15,480.55	-15,480.55	-4,257,385.03	8,116,734.15	5,889,017.12	2,212,236.48
200-18 2018 TAX RECEIVABLE	0.00	0.00	-1,273.00	0.00	2,674.74	-2,674.74
205-14 2014 LIENS RECEIVABLE	2,560.04	2,560.04	-386.74	0.00	1,928.99	631.05
205-15 2015 LIENS RECEIVABLE	203,899.72	203,899.72	-12,347.66	650.70	128,325.37	76,225.05
205-16 2016 LIENS RECEIVABLE	0.00	0.00	-12,096.01	357,997.70	110,666.15	247,331.55
210-09 2009 PP TAX RECEIVABLE	429.22	429.22	-23.16	0.00	130.45	298.77
210-10 2010 PP TAX RECEIVABLE	1,311.04	1,311.04	0.00	0.00	0.00	1,311.04
210-11 2011 PP TAX RECEIVABLE	1,615.68	1,615.68	0.00	0.00	0.00	1,615.68
210-12 2012 PP TAX RECEIVABLE	6,075.64	6,075.64	0.00	0.00	883.94	5,191.70
210-13 2013 PP TAX RECEIVABLE	10,493.07	10,493.07	0.00	0.00	756.45	9,736.62
210-14 2014 PP TAX RECEIVABLE	16,932.37	16,932.37	-471.07	0.00	1,295.61	15,636.76
210-15 2015 PP TAX RECEIVABLE	27,860.73	27,860.73	-92.00	0.00	13,286.24	14,574.49
210-16 2016 PP TAX RECEIVABLE	35,319.94	35,319.94	-326.71	108.81	20,713.33	14,715.42
210-17 2017 PP TAX RECEIVABLE	-256.48	-256.48	-209,013.27	424,700.61	304,760.54	119,683.59
210-18 2018 PP TAX RECEIVABLE	0.00	0.00	-1.00	0.00	1.00	-1.00
308-00 AFLAC INSURANCE	-1.48	0.00	-0.13	5,803.92	5,805.09	-1.17
312-00 HEALTH INS. W/H	-22,945.70	-22,945.70	128.80	181,415.53	181,044.66	-22,574.83
318-00 MMA INCOME PROTECTION	-5,788.64	-5,788.64	-484.42	27,936.77	28,315.11	-6,166.98
323-00 MMA SUPP. LIFE INSURANCE	-947.59	-947.59	-111.75	7,089.10	7,151.84	-1,010.33
329-00 SALES TAX COLLECTED	-55.32	-55.32	0.00	55.29	44.30	-44.33

General Ledger Summary Report

Fund(s): ALL
September

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
330-00 VEHICLE REG FEE (ST. OF ME)	-3,139.00	0.00	-13,134.00	197,516.75	214,916.25	-17,399.50
331-00 BOAT REG FEE INLAND FISHERIES	-44.00	0.00	167.00	9,261.00	9,352.00	-91.00
333-00 ATV REGISTRATION (F&W)	-4.00	0.00	1,019.00	22,191.00	22,865.00	-674.00
335-00 PLUMBING PERMITS (ST. OF ME)	0.00	0.00	-240.00	0.00	872.50	-872.50
340-00 DOG LICENSES (ST. OF ME)	-1,211.00	0.00	35.00	2,634.00	2,646.00	-12.00
341-00 FISHING LICENSES (ST. OF ME)	-525.00	0.00	217.00	5,577.00	5,611.00	-34.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,988.00	0.00	-102.50	5,894.00	6,493.50	-599.50
Liabilities	7,407,547.48	7,476,936.64	-535,001.12	5,271,709.33	6,181,557.42	8,386,784.73
352-00 NYLANDER MUSEUM RESERVE	12,645.49	12,645.49	0.00	459.50	0.00	12,185.99
360-00 RETIREMENT INV FUND	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
362-00 RLF #10 RESERVE	220,627.36	220,760.44	509.16	0.00	8,587.02	229,347.46
365-00 PARK IMPROVEMENT RESERVE	388.83	388.83	0.00	0.00	0.00	388.83
365-01 COMMUNITY POOL IMPROVEMENT	98,655.52	98,655.52	0.00	0.00	28,000.00	126,655.52
365-02 REC CENTER IMPROVEMENTS	27,355.62	27,355.62	0.00	10,495.00	14,294.40	31,155.02
365-03 LAND ACQUISITIONS/EASEMENTS	39,590.00	39,590.00	-6,250.00	6,250.00	0.00	33,340.00
365-04 RAILS TO TRAILS PROGRAM	19,899.44	19,899.44	-2,628.07	16,792.82	567.60	3,674.22
365-05 PARK IMPROVEMENT RESERVE	47,988.86	47,988.86	0.00	550.00	10,000.00	57,438.86
365-06 LET'S MOVE	-615.24	-615.24	0.00	0.00	0.00	-615.24
365-08 REC NONAPPROPRIATED SPEC PROJ	2,490.17	2,490.17	0.00	0.00	0.00	2,490.17
365-09 RECREATION EQUIPMENT RESERVE	11,264.10	11,264.10	0.00	9,184.82	8,093.62	10,172.90
365-10 REC LAWN MOWER RESERVE	21,397.91	21,397.91	0.00	7,999.00	7,500.00	20,898.91
365-12 CRX/TOS RESERVE	3,419.32	3,419.32	-129.99	1,194.40	0.00	2,224.92
365-13 RECREATION - COLLINS POND	33,275.91	33,275.91	-250.00	1,050.00	3,000.00	35,225.91
365-14 CREATIVE PLAYGROUND RESERVE	-579.44	-579.44	0.00	0.00	0.00	-579.44
365-16 CARIBOU COMMUNITY BAND	1,551.08	1,551.08	0.00	0.00	0.00	1,551.08
365-17 RECREATION VAN RESERVE	23,744.67	23,744.67	0.00	0.00	0.00	23,744.67
365-18 REC SCHOLARSHIPS	2,021.22	2,021.22	0.00	0.00	30.00	2,051.22
365-19 CIVIC BEAUTIFICATION RESERVE	-838.86	-838.86	0.00	0.00	0.00	-838.86
365-20 SKI TRAIL PROGRAM	3,635.27	3,635.27	0.00	1,972.00	3,231.00	4,894.27
365-21 RD TRAILS GRANT	-4,365.53	-4,365.53	0.00	0.00	0.00	-4,365.53
365-22 NON APPROP SKI RENTAL PROGRAM	8,639.63	8,584.63	0.00	4,422.00	186.00	4,348.63
365-24 CADET RESERVE	482.56	482.56	0.00	0.00	0.00	482.56
365-25 COMMUNITY BULLETIN BOARD	200.00	200.00	0.00	0.00	0.00	200.00
366-01 LIBRARY BUILDING RESERVE	23,706.02	23,706.02	1,950.00	5,531.42	26,481.42	44,656.02
366-02 LIBRARY MEMORIAL FUND	15,734.48	15,734.48	9.83	1,330.80	2,542.61	16,946.29
366-03 LIBRARY COMPUTER RESERVE	1,258.20	1,258.20	0.00	750.00	2,000.00	2,508.20
366-07 ILEAD	1,190.12	1,030.08	0.00	1,120.32	0.00	-90.24
366-10 ONION FOUNDATION	766.41	766.41	0.00	804.98	0.00	-38.57
367-01 POLICE DONATED FUNDS	33,963.50	33,963.50	0.00	270.00	290.00	33,983.50
367-02 POLICE DEPT EQUIPMENT	65,562.38	64,253.42	1,240.21	52,686.52	19,985.39	31,552.29
367-03 POLICE CAR RESERVE	38,425.04	38,425.04	0.00	44,611.00	34,498.50	28,312.54
367-04 POLICE CAR VIDEO SYSTEM	5,243.75	5,243.75	0.00	2,115.00	0.00	3,128.75
367-05 DRINK GRANT PERSONNEL	18,021.70	17,807.70	59.00	7,011.68	6,316.53	17,112.55
367-06 PD COMPUTER RESERVE	11,405.94	11,405.94	-63.76	1,478.76	3,320.00	13,247.18
367-07 POLICE DIGITAL FILING	0.00	0.00	0.00	0.00	9,000.00	9,000.00
368-01 FIRE EQUIPMENT RESERVE	14,501.98	14,501.98	0.00	116,999.60	101,600.00	-897.62
368-02 FIRE HOSE RESERVE	1,206.25	1,206.25	0.00	0.00	500.00	1,706.25
368-03 FIRE DEPT FOAM RESERVE	3,742.50	3,742.50	0.00	0.00	0.00	3,742.50
368-04 FIRE TRAINING BLDG RESERVE	3,226.25	3,226.25	0.00	0.00	0.00	3,226.25
368-05 FIRE DEPT FURNACE	-3,810.86	-3,810.86	0.00	0.00	3,811.00	0.14
368-06 FIRE/AMB COMPUTER RESERVE	10,628.63	10,628.63	0.00	2,000.00	2,500.00	11,128.63

General Ledger Summary Report

Fund(s): ALL
September

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
368-07 FIRE DISPATCH REMODEL	700.00	700.00	0.00	0.00	2,400.00	3,100.00
368-08 FIRE SMALL EQUIPMENT	1,400.00	1,400.00	0.00	0.00	9,000.00	10,400.00
368-09 FEMA TRUCK GRANT	5.00	5.00	0.00	0.00	0.00	5.00
368-10 FIRE/AMB BUILDING RESERVE	21,400.00	21,400.00	0.00	0.00	9,000.00	30,400.00
369-01 AMBULANCE SMALL EQUIP RESERVE	73,540.98	73,540.98	0.00	103,967.16	68,167.68	37,741.50
369-02 AMBULANCE STAIRCHAIRS	2,250.00	2,250.00	0.00	0.00	750.00	3,000.00
369-03 AMBULANCE RESERVE	132,996.03	132,996.03	134,975.00	254,408.00	281,000.00	159,588.03
370-01 GRIMES MILL RD ENGINEERING	-38,964.70	-38,964.70	0.00	0.00	18,482.00	-20,482.70
370-03 PW EQUIPMENT RESERVE	46,364.85	46,364.85	-512.45	15,017.08	4,422.55	35,770.32
370-04 STREETS/ROADS RECONSTRUCTION	256,876.35	256,876.35	0.00	11,162.40	24,000.00	269,713.95
370-05 CURBING RESERVE	5,178.30	5,178.30	0.00	0.00	0.00	5,178.30
370-06 FUEL TANK RESERVE	98,904.58	100,615.70	-148,449.80	215,217.75	8,465.56	-106,136.49
370-08 PW EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	74,000.00	74,000.00
371-01 ASSESSMENT REVALUATION RESER	50,500.91	50,500.91	0.00	4,149.00	19,000.00	65,351.91
371-02 ASSESSING COMPUTER RESERVE	1,798.50	1,798.50	0.00	1,500.00	500.00	798.50
371-03 AERIAL PHOTOGRAPHY	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00
371-04 ASSESSING OFFICE EQUIPMENT	730.00	730.00	0.00	0.00	0.00	730.00
372-01 AIRPORT RESERVE	95,794.60	95,794.60	-192,375.70	335,566.55	109,448.63	-130,323.32
373-01 GEN GOVT COMPUTER RESERVE	14,444.37	14,444.37	0.00	8,198.00	7,000.00	13,246.37
373-02 CITY COMPREHENSIVE PLAN	27.40	27.40	0.00	0.00	0.00	27.40
373-03 MUNICIPAL BUILDING RESERVE	-37,516.75	-37,516.75	-1,425.00	1,425.00	45,000.00	6,058.25
373-04 VITAL RECORDS RESTORATION	1,356.50	1,356.50	0.00	2,263.00	2,000.00	1,093.50
373-05 BIO-MASS BOILERS	-45,387.49	-45,387.49	0.00	48,702.00	95,127.00	1,037.51
373-07 T/A PROPERTY REMEDIATION RESEI	39,963.80	39,963.80	101.41	28,679.00	393.20	11,678.00
373-08 HRA CONTRIBUTION RESERVE	45,154.95	45,154.95	-1,564.92	27,226.82	9,853.36	27,781.49
373-10 FLEET VEHICLES	5,586.00	5,586.00	0.00	0.00	2,000.00	7,586.00
373-11 NASIFF CLEAN UP	5,684.95	5,684.95	0.00	0.00	0.00	5,684.95
373-15 2017 HRA RESERVE	0.00	0.00	-2,968.40	35,926.11	105,084.48	69,158.37
374-01 INDUSTRIAL PARK IMPROVEMENTS	12,440.88	12,440.88	0.00	0.00	0.00	12,440.88
374-02 60 ACCESS HIGHWAY	92,212.31	92,212.31	6,803.97	6,240.71	7,400.00	93,371.60
374-03 DOWNTOWN INFRASTRUSTURE	10,415.42	10,415.42	0.00	0.00	0.00	10,415.42
385-00 COMMUNITY DEVELOPMENT MATCH	31,830.52	31,830.52	0.00	0.00	0.00	31,830.52
387-00 BOUCHARD TIF	8,121.62	8,121.62	0.00	5,564.92	6,113.62	8,670.32
392-00 PLANNING/ENGINEERING RESERVE	6,241.09	6,241.09	0.00	0.00	0.00	6,241.09
398-00 RECREATION ACCTS FUND BALANCE	53,311.63	61,271.91	0.00	0.00	0.00	61,271.91
399-00 PARKING LOT MAINTENANCE RES	90,466.90	90,466.90	0.00	0.00	4,000.00	94,466.90
402-00 CDC ECONOMIC DEVELOPMENT	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00
403-00 CDC REVOLVING LOAN	344,532.13	344,532.13	0.00	0.00	0.00	344,532.13
406-00 TRAILER PARK RESERVE	28,506.27	37,595.46	0.00	0.00	0.00	37,595.46
407-00 COUNTY TAX	2.13	2.13	0.00	444,434.25	444,434.25	2.13
415-00 LIONS COMMUNITY CENTER RESER	1,784.20	1,784.20	0.00	32,228.00	31,500.00	1,056.20
417-00 COMPENSATED ABSENCES	184,694.48	184,694.48	0.00	104,472.20	90,000.00	170,222.28
419-00 DUE FROM CDC (1280)	83,582.08	77,888.61	0.00	0.00	0.00	77,888.61
421-00 DEFERRED TAX REVENUE	1,206,340.63	1,189,573.58	0.00	0.00	0.00	1,189,573.58
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,332.29	7,337.23	4.95	0.00	14.83	7,352.06
423-00 DR. CARY CEMETERY TRUST FUND	1,215.52	1,215.99	0.47	29.95	1.39	1,187.43
424-00 HAMILTON LIBRARY TRUST FUND	1,710.95	1,715.76	4.87	0.00	14.39	1,730.15
425-00 KNOX LIBRARY MEMORIAL FUND	9,564.28	9,586.40	22.36	0.00	66.09	9,652.49
426-00 CLARA PIPER MEM FUND	738.03	738.32	0.29	34.00	0.86	705.18
427-00 JACK ROTH LIBRARY MEM FUND	32,874.95	33,030.74	-24.17	2,327.16	466.66	31,170.24
429-00 BARBARA BREWER FUND	5,419.12	5,428.58	9.88	101.46	28.85	5,355.97
430-00 D. COOPER MEM FUND	66,056.85	66,165.14	102.24	4,000.00	304.11	62,469.25
432-00 MARGARET SHAW LIBRARY MEMORI	12,746.16	12,764.99	15.97	0.00	47.84	12,812.83

General Ledger Summary Report

Fund(s): ALL

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
433-00 GORDON ROBERTSON MEM FUND	11,385.77	11,393.44	8.25	0.00	23.59	11,417.03
434-00 MEMORIAL INVESTMENT	6,047.40	6,052.04	4.66	0.00	13.80	6,065.84
435-00 RODERICK LIVING TRUST	0.00	0.00	13.95	4,487.47	21,833.50	17,346.03
436-00 AMBULANCE REIMBURSEMENT	12,009.38	12,009.38	-291.43	10,434.69	10,144.08	11,718.77
437-00 DEFERRED AMBULANCE REVENUE	478,281.30	578,236.08	0.00	0.00	0.00	578,236.08
441-00 AMBULANCE FUND BALANCE	1,005.62	1,005.62	0.00	0.00	0.00	1,005.62
447-00 EMA EQUIP RESERVE	1,991.79	1,991.79	0.00	0.00	0.00	1,991.79
448-00 NYLANDER DONATIONS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	703.93	703.93	0.00	1,948.38	1,565.00	320.55
461-00 CRAFT FAIR	13,053.00	13,053.00	-1,306.82	1,384.82	698.00	12,366.18
462-00 CDBG HOUSING REHABILITATION	3,879.87	3,879.87	0.00	0.00	0.00	3,879.87
463-00 MISC EVENTS	0.00	0.00	198.00	21,085.38	21,165.00	79.62
465-00 THURSDAYS ON SWEDEN	-9,003.44	-9,003.44	6,050.00	3,596.21	17,775.00	5,175.35
466-00 HERITAGE DAY	-8,000.00	-8,000.00	0.00	0.00	0.00	-8,000.00
467-00 MARATHON	-5,808.92	-11,808.92	-4,369.73	32,897.16	55,970.07	11,263.99
469-00 DENTAL INSURANCE	701.61	701.61	-1.41	6,628.93	7,100.66	1,173.34
470-00 EYE INSURANCE	542.27	542.27	13.18	1,893.08	2,045.67	694.86
471-00 RC2 TIF	1,107.62	1,107.62	0.00	0.00	34,281.66	35,389.28
475-00 DOWNTOWN INFRASTRUCTURE	0.00	0.00	0.00	0.00	1,000.00	1,000.00
477-00 LED STREET LIGHTS	15,558.00	15,558.00	0.00	0.00	0.00	15,558.00
478-00 G. HARMON MEM FUND	8,371.68	8,377.32	5.64	393.76	16.92	8,000.48
480-00 CITY RETIREMENT	1,079.76	1,079.76	0.00	0.00	0.00	1,079.76
483-02 DUE TO FUND 2	196,679.59	196,679.59	0.00	0.00	74,076.63	270,756.22
483-03 DUE TO FUND 3	281,440.55	283,550.22	6,555.13	0.00	91,289.50	374,839.72
483-04 DUE TO FUND 4	140,583.66	140,583.66	4,060.75	0.00	36,546.75	177,130.41
483-05 DUE TO FUND 5	1,566,411.56	1,566,411.56	302.00	0.00	379,887.55	1,946,299.11
484-02 DUE FROM FUND 2	-171,966.56	-176,147.50	-1,552.60	55,319.70	0.00	-231,467.20
484-03 DUE FROM FUND 3	-226,196.42	-226,246.96	-7,253.40	69,093.04	0.00	-295,340.00
484-04 DUE FROM FUND 4	-143,462.97	-143,462.97	-4,274.15	31,595.69	0.00	-175,058.66
484-05 DUE FROM FUND 5	-1,036,668.94	-1,052,918.85	-18,264.23	302,829.83	0.00	-1,355,748.68
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	2,735.64	1,735.64	0.00	79.11	0.00	1,656.53
493-00 RSU 39 COMMITMENT	-874,839.94	-874,839.94	-303,992.66	2,735,991.54	3,647,970.00	37,138.52
496-00 BIRTH RECORDS STATE FEE	78.80	0.00	-28.00	809.20	876.80	67.60
497-00 DEATH RECORDS STATE FEE	134.80	0.00	-28.80	1,022.40	1,113.60	91.20
498-00 MARRIAGE RECORDS STATE FEE	18.40	0.00	-16.80	298.80	341.20	42.40
Fund Balance	2,239,225.05	1,377,459.04	-491,565.38	22,051,859.13	23,871,206.93	3,196,806.84
500-00 EXPENDITURE CONTROL	0.00	0.00	-819,794.86	6,943,852.78	9,698,557.71	2,754,704.93
510-00 REVENUE CONTROL	0.00	0.00	328,229.48	15,108,006.35	13,826,654.22	-1,281,352.13
600-00 FUND BALANCE	2,239,225.05	1,377,459.04	0.00	0.00	345,995.00	1,723,454.04
2 - Snowmoible Trail Maintenance	0.00	-45,883.00	0.00	219,728.33	173,845.33	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-10,329.82	-6,148.88	1,552.60	91,037.63	126,756.54	29,570.03
365-11 TRAIL MAINTENANCE RESERVE	14,383.21	14,383.21	0.00	16,961.00	71,436.84	68,859.05
483-01 DUE TO FUND 1	171,966.56	176,147.50	1,552.60	0.00	55,319.70	231,467.20

General Ledger Summary Report

Fund(s): ALL
September

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
2 - Snowmobile Trail Maintenance CONT'D						
484-01 DUE FROM FUND 1	-196,679.59	-196,679.59	0.00	74,076.63	0.00	-270,756.22
Fund Balance	10,329.82	52,031.88	-1,552.60	128,690.70	47,088.79	-29,570.03
500-00 Expense Control	0.00	0.00	-3,052.60	39,858.70	43,609.00	3,750.30
510-00 Revenue Control	0.00	0.00	1,500.00	45,883.00	3,479.79	-42,403.21
600-00 Fund Balance	10,329.82	52,031.88	0.00	42,949.00	0.00	9,082.88
3 - Housing Department	0.00	-100,000.00	0.00	356,852.94	256,852.94	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-8,328.99	-10,388.12	698.27	92,131.60	69,093.04	-33,426.68
409-00 HOUSING RESERVE	46,915.14	46,915.14	0.00	842.10	0.00	46,073.04
483-01 DUE TO FUND 1	226,196.42	226,246.96	7,253.40	0.00	69,093.04	295,340.00
484-01 DUE TO FUND 1	-281,440.55	-283,550.22	-6,555.13	91,289.50	0.00	-374,839.72
Fund Balance	8,328.99	110,388.12	-698.27	264,721.34	187,759.90	33,426.68
500-00 Expense Control	0.00	0.00	-7,253.40	68,269.34	96,470.40	28,201.06
510-00 Revenue Control	0.00	0.00	6,555.13	100,000.00	91,289.50	-8,710.50
600-00 Fund Balance	8,328.99	110,388.12	0.00	96,452.00	0.00	13,936.12
4 - FSS	0.00	-48,729.00	0.00	158,946.44	110,217.44	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	2,879.31	2,879.31	213.40	36,546.75	31,595.69	-2,071.75
483-01 DUE TO FUND 1	143,462.97	143,462.97	4,274.15	0.00	31,595.69	175,058.66
484-01 DUE FROM FUND 1	-140,583.66	-140,583.66	-4,060.75	36,546.75	0.00	-177,130.41
Fund Balance	-2,879.31	45,849.69	-213.40	122,399.69	78,621.75	2,071.75
500-00 Expense Control	0.00	0.00	-4,274.15	31,595.69	42,075.00	10,479.31
510-00 Revenue Control	0.00	0.00	4,060.75	48,729.00	36,546.75	-12,182.25
600-00 Fund Balance	-2,879.31	45,849.69	0.00	42,075.00	0.00	3,774.69
5 - ECONOMIC DEV	0.00	-414,998.00	0.00	1,633,471.38	1,218,473.38	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-133,306.64	-117,056.73	17,962.23	409,569.08	437,511.36	-89,114.45
473-00 DOWNTOWN TIF	248,521.50	248,521.50	0.00	29,681.53	24,681.53	243,521.50
474-00 TRAIL GROOMER RESERVE	-2,085.52	-2,085.52	0.00	0.00	10,000.00	7,914.48
475-00 REVOLVING LOAN RESERVE	150,000.00	150,000.00	0.00	0.00	50,000.00	200,000.00
476-00 FIRE STATION RESERVE	0.00	0.00	0.00	0.00	50,000.00	50,000.00
483-01 DUE TO FUND 1	1,036,668.94	1,052,918.85	18,264.23	0.00	302,829.83	1,355,748.68
484-01 DUE FROM FUND 1	-1,566,411.56	-1,566,411.56	-302.00	379,887.55	0.00	-1,946,299.11
Fund Balance	133,306.64	532,054.73	-17,962.23	1,223,902.30	780,962.02	89,114.45
500-00 Expense Control	0.00	0.00	-17,962.23	383,148.30	442,963.44	59,815.14

General Ledger Summary Report
Fund(s): ALL
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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
5 - ECONOMIC DEV CONT'D						
510-00 Revenue Control	0.00	0.00	0.00	414,998.00	337,998.58	-76,999.42
600-00 Fund Balance	133,306.64	532,054.73	0.00	425,756.00	0.00	106,298.73
Final Totals	19,918.32	75,161.91	-325.04	53,857,239.25	53,932,401.16	0.00

Expense Summary Report

Fund: 1
September

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	787,868.00	78,238.94	556,959.37	230,908.63	70.69
17 - HEALTH & SANITATION	249,737.00	20,770.00	186,975.00	62,762.00	74.87
18 - MUNICIPAL BUILDING	69,940.00	4,275.07	36,714.08	33,225.92	52.49
20 - GENERAL ASSISTANCE	71,683.00	5,067.14	44,079.36	27,603.64	61.49
22 - TAX ASSESSMENT	185,744.00	19,428.43	138,132.37	47,611.63	74.37
25 - LIBRARY	215,601.00	20,931.02	146,442.22	69,158.78	67.92
31 - FIRE/AMBULANCE DEPARTMENT	2,398,973.00	182,384.65	1,666,442.00	732,531.00	69.46
35 - POLICE DEPARTMENT	1,477,597.00	136,755.58	1,077,423.00	400,174.00	72.92
38 - PROTECTION	439,777.00	36,012.83	297,174.00	142,603.00	67.57
39 - CARIBOU EMERGENCY MANAGEMENT	23,154.00	2,199.99	8,796.60	14,357.40	37.99
40 - PUBLIC WORKS	2,162,607.00	263,063.81	1,372,202.72	790,404.28	63.45
50 - RECREATION DEPARTMENT	458,787.00	33,258.44	334,561.27	124,225.73	72.92
51 - PARKS	143,391.00	11,783.12	112,916.88	30,474.12	78.75
60 - AIRPORT	34,425.00	1,983.69	26,095.00	8,330.00	75.80
61 - CARIBOU TRAILER PARK	17,027.00	2,197.31	9,431.77	7,595.23	55.39
65 - CEMETERIES	6,850.00	900.00	6,553.48	196.52	97.13
70 - INS & RETIREMENT	109,800.00	-861.54	94,919.63	14,880.37	86.45
80 - UNCLASSIFIED	38,000.00	1,406.38	20,337.32	17,662.68	53.52
85 - CAPITAL IMPROVEMENTS	726,690.00	0.00	726,690.00	0.00	100.00
Final Totals	9,617,651.00	819,794.86	6,862,946.07	2,754,704.93	71.36

Expense Summary Report

Fund: 2
September

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOBILE TRAIL MAINTENANCE	42,949.00	3,052.60	39,198.70	3,750.30	91.27
Final Totals	42,949.00	3,052.60	39,198.70	3,750.30	91.27

Expense Summary Report

Fund: 3
September

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	96,452.00	7,253.40	68,250.94	28,201.06	70.76
Final Totals	96,452.00	7,253.40	68,250.94	28,201.06	70.76

Expense Summary Report

Fund: 4
September

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	42,075.00	4,274.15	31,595.69	10,479.31	75.09
Final Totals	42,075.00	4,274.15	31,595.69	10,479.31	75.09

Expense Summary Report

Fund: 5
September

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	399,171.00	16,878.02	358,913.53	40,257.47	89.91
12 - CHAMBER	26,585.00	1,084.21	7,027.33	19,557.67	26.43
Final Totals	425,756.00	17,962.23	365,940.86	59,815.14	85.95

Revenue Summary Report

Fund: 1
September

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	6,458,153.05	217,474.62	6,000,263.84	457,899.21	92.91
18 - MUNICIPAL BUILDING	4,000.00	333.33	2,999.97	1,000.03	75.00
20 - GENERAL ASSISTANCE	34,425.00	1,465.41	17,757.79	16,667.21	51.58
22 - TAX ASSESSMENT	597,212.04	0.00	377,706.00	219,506.04	63.24
23 - CODE ENFORCEMENT	9,150.00	880.00	6,337.54	2,762.46	69.81
25 - LIBRARY	6,200.00	610.65	6,051.26	148.74	97.60
31 - FIRE/AMBULANCE DEPARTMENT	1,887,940.00	103,723.45	1,482,886.02	405,053.98	78.55
35 - POLICE DEPARTMENT	49,375.00	1,183.00	40,359.77	9,015.23	81.74
39 - CARIBOU EMERGENCY MANAGEMENT	2,600.00	0.00	800.00	1,800.00	30.77
40 - PUBLIC WORKS	134,139.00	0.00	36,542.46	155,596.54	19.85
50 - RECREATION DEPARTMENT	20,500.00	1,503.50	17,490.75	3,009.25	85.32
51 - PARKS	2,600.00	0.00	1,512.80	1,087.20	58.18
60 - AIRPORT	138.00	0.00	133.24	-0.24	100.17
61 - CARIBOU TRAILER PARK	15,727.00	1,055.52	12,920.52	2,806.48	82.16
70 - INS & RETIREMENT	5,000.00	0.00	0.00	5,000.00	0.00
Final Totals	9,287,169.09	328,229.48	8,005,816.96	1,281,352.13	86.20

Revenue Summary Report

Fund: 2
September

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOBILE TRAIL MAINTENANCE	45,883.00	1,500.00	3,479.79	42,403.21	7.58
Final Totals	45,883.00	1,500.00	3,479.79	42,403.21	7.58

Revenue Summary Report

Fund: 3
September

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	100,000.00	6,555.13	91,289.50	8,710.50	91.29
Final Totals	100,000.00	6,555.13	91,289.50	8,710.50	91.29

Revenue Summary Report

Fund: 4
September

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	48,729.00	4,060.75	36,546.75	12,182.25	75.00
Final Totals	48,729.00	4,060.75	36,546.75	12,182.25	75.00

Revenue Summary Report

Fund: 5
September

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	414,998.00	0.00	337,998.58	76,999.42	81.45
Final Totals	414,998.00	0.00	337,998.58	76,999.42	81.45

City of Caribou
Investment Report
September 2017

Financial Institution	Investment & Type	Purchase/Reinvest Date	Maturity Date	Length (Days)	Purchase Price	Interest Rate	Estimated Earnings	Amount Int Rec During Period	Market Value
Machias Savings Bank	General Checking Acct					0.30%		4,083.39	4,496,362.47
Machias Savings Bank	Section 125 Checking Acct					0.30%		231.52	79,822.71
ACFS & Loans	Certificate of Deposit	8/9/2015	8/9/2020	1825	3,000,000.00	3.00%	450,000.00	23,115.55	3,000,000.00 *
Machias Savings Bank	RLF #10 Checking Acct (Loan fund Adm By CDCG) (Originated from State of Maine Grant)					0.30%		761.85	229,347.46
Trust Funds									
ACFS & Loans	Dr. Cary Cemetery (Savings acct)					0.15%		0.47	1,217.38
ACFS & Loans	Clara Piper Mem Fund (Savings Acct)					0.15%		0.29	739.18
ACFS & Loans	The Roderick Living Trust (Money Market)	5/4/2017			21,810.76	0.25%		13.95	21,833.50
ACFS & Loans	Hamilton Library Trust (CD)	9/25/2015	9/25/2018	1095	1,691.61	1.1%	55.82	4.87	1,730.15
ACFS & Loans	Knox Library Trust (CD)	4/13/2013	5/13/2018	1825	2,900.39	1.85%	268.29	14.88	3,154.15
ACFS & Loans	Knox Library Trust (CD)	4/9/2017	4/9/2018	365	6,484.14	0.45%	29.18	7.48	6,498.34
ACFS & Loans	Jack Roth Library Trust(CD)	4/13/2013	4/13/2018	1825	33,309.67	1.85%	3,081.14	157.99	33,497.40
County Federal Credit Union	Dorothy Cooper Scholarship (CD)	7/19/2016	7/19/2017	365	65,969.88	0.65%	428.80	102.24	62,469.25
Machias Savings Bank	Margaret Shaw Library Mem(CD)	12/24/2016	12/24/2018	730	12,763.77	0.50%	127.64	15.97	12,812.83
Machias Savings Bank	Gordon Robertson Mem(CD)	9/12/2017	9/12/2018	365	11,414.95	0.37%	42.24	8.25	11,417.03
ACFS & Loans	Memorial Investment(CD)	9/18/2017	12/18/2017	91	6,065.18	0.30%	4.54	4.66	6,065.84
Machias Savings Bank	G. Harmon Memorial(CD)	5/11/2017	5/11/2018	365	8,385.44	0.27%	22.64	5.64	8,364.24
Machias Savings Bank	Ken Matthews Scholarship(CD)	5/11/2017	5/11/2018	365	7,344.34	0.27%	19.83	4.95	7,357.06
Machias Savings Bank	Barbara Brewer Fund(CD)	8/12/2017	8/12/2020	1095	5,457.43	0.75%	122.79	9.88	5,457.43

*Market Value does not reflect Interest received due to the fact that interest will be received quarterly and recorded as a revenue

City of Caribou
Investment Report
September 2017

Financial Institution	Investment & Type	Purchase/Reinvest Date	Maturity Date	Length (Days)	Purchase Price	Interest Rate	Estimated Earnings	Amount Int Rec During Period	Market Value
Machias Savings Bank	General Checking Acct					0.30%		4,083.39	4,496,362.47
Machias Savings Bank	Section 125 Checking Acct					0.30%		231.52	79,822.71
ACFS & Loans	Certificate of Deposit	8/9/2015	8/9/2020	1825	3,000,000.00	3.00%	450,000.00	23,115.55	3,000,000.00 *
Machias Savings Bank	RLF #10 Checking Acct (Loan fund Adm By CDCG) (Originated from State of Maine Grant)					0.30%		761.85	229,347.46
Trust Funds									
ACFS & Loans	Dr. Cary Cemetery (Savings acct)					0.15%		0.47	1,217.38
ACFS & Loans	Clara Piper Mem Fund (Savings Acct)					0.15%		0.29	739.18
ACFS & Loans	The Roderick Living Trust (Money Market)	5/4/2017			21,810.76	0.25%		13.95	21,833.50
ACFS & Loans	Hamilton Library Trust (CD)	9/25/2015	9/25/2018	1095	1,891.61	1.1%	55.82	4.87	1,730.15
ACFS & Loans	Knox Library Trust (CD)	4/13/2013	5/13/2018	1825	2,900.39	1.85%	268.29	14.88	3,154.15
ACFS & Loans	Knox Library Trust (CD)	4/9/2017	4/9/2018	365	6,484.14	0.45%	29.18	7.48	6,498.34
ACFS & Loans	Jack Roth Library Trust(CD)	4/13/2013	4/13/2018	1825	33,309.67	1.85%	3,081.14	157.99	33,497.40
County Federal Credit Union	Dorothy Cooper Scholarship (CD)	7/19/2016	7/19/2017	365	65,969.88	0.65%	428.80	102.24	62,469.25
Machias Savings Bank	Margaret Shaw Library Mem(CD)	12/24/2016	12/24/2018	730	12,763.77	0.50%	127.64	15.97	12,812.83
Machias Savings Bank	Gordon Robertson Mem(CD)	9/12/2017	9/12/2018	365	11,414.95	0.37%	42.24	8.25	11,417.03
ACFS & Loans	Memorial Investment(CD)	9/18/2017	12/18/2017	91	6,065.18	0.30%	4.54	4.66	6,065.84
Machias Savings Bank	G. Harmon Memorial(CD)	5/11/2017	5/11/2018	365	8,385.44	0.27%	22.64	5.64	8,364.24
Machias Savings Bank	Ken Matthews Scholarship(CD)	5/11/2017	5/11/2018	365	7,344.34	0.27%	19.83	4.95	7,352.06
Machias Savings Bank	Barbara Brewer Fund(CD)	8/12/2017	8/12/2020	1095	5,457.43	0.75%	122.79	9.88	5,457.43

*Market Value does not reflect interest received due to the fact that interest will be received quarterly and recorded as a revenue

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund	-873,273.98	-197,819.39	-75,631.77	54,354,565.44	54,156,746.05	0.00
Assets	8,773,109.72	8,656,187.46	-807,697.88	25,745,596.32	23,625,647.15	10,776,136.63
101-00 CASH (BANK OF MAINE)	4,193,063.53	4,064,208.00	95,694.16	13,744,157.99	13,216,309.36	4,592,056.63
102-00 RECREATION ACCOUNTS	53,311.63	61,271.91	0.00	0.00	0.00	61,271.91
110-00 SECTION 125 CHECKING FSA	1,607.07	1,631.67	-1,294.28	22,517.25	14,778.86	9,370.06
110-03 2017 SECTION 125 CHECKING HRA	0.00	0.00	-4,063.85	105,084.48	39,989.96	65,094.52
111-00 RETIREMENT INVESTMENT	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
117-00 RLF #10 INVESTMENT	220,627.36	220,760.44	0.00	8,587.02	0.00	229,347.46
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	22,957.49	7,366.91	-10,473.09	127,847.40	131,088.32	4,125.99
124-00 GAS INVENTORY	27,031.89	20,471.03	-6,537.18	54,630.90	66,709.03	8,392.90
125-00 ACCOUNTS RECEIVABLE	92,937.39	107,194.50	5,878.81	286,429.48	371,683.51	21,940.47
126-00 SWEETSOFT RECEIVABLES	578,236.08	578,236.08	16,902.47	1,950,997.47	1,841,696.42	687,537.13
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-1,276.29	-1,276.29	0.00	0.00	0.00	-1,276.29
174-00 CDC LOANS REC (1280)	83,582.08	77,888.61	0.00	0.00	0.00	77,888.61
180-00 DR. CARY CEMETERY INVESTMENT	1,215.52	1,215.99	-29.95	1.39	29.95	1,187.43
181-00 HAMILTON LIBRARY TR. INVEST	1,710.95	1,715.76	0.00	14.39	0.00	1,730.15
182-00 KNOX LIBRARY INVESTMENT	9,564.28	9,586.40	0.00	66.09	0.00	9,652.49
183-00 CLARA PIPER MEM INV	738.03	738.32	0.00	0.86	0.00	739.18
184-00 JACK ROTH LIBRARY INVEST	32,874.95	33,030.74	0.00	466.66	0.00	33,497.40
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,332.29	7,337.23	0.00	14.83	0.00	7,352.06
187-00 DOROTHY COOPER MEM INV	66,056.85	66,165.14	0.00	304.11	4,000.00	62,469.25
189-00 MARGARET SHAW LIBRARY INV	12,746.16	12,764.99	0.00	47.84	0.00	12,812.83
190-00 GORDON ROBERTSON MEM INV	11,385.77	11,393.44	0.00	23.59	0.00	11,417.03
191-00 MEMORIAL INVESTMENT	6,047.40	6,052.04	0.00	13.80	0.00	6,065.84
192-00 G. HARMON MEM INV	8,371.68	8,377.32	30.00	46.92	30.00	8,394.24
193-00 BARBARA BREWER FUND	5,419.12	5,428.58	0.00	28.85	0.00	5,457.43
194-00 RODERICK LIVING TRUST	0.00	0.00	0.00	21,833.50	0.00	21,833.50
198-00 TAX ACQUIRED PROPERTY	93,002.80	92,549.48	-899.88	3,274.74	23,354.04	72,470.18
200-09 2009 TAX RECEIVABLE	96.00	96.00	0.00	0.00	0.00	96.00
200-17 2017 TAX RECEIVABLE	-15,480.55	-15,480.55	-825,239.08	8,116,734.15	6,714,256.20	1,386,997.40
200-18 2018 TAX RECEIVABLE	0.00	0.00	-1,515.77	0.00	4,190.51	-4,190.51
205-14 2014 LIENS RECEIVABLE	2,560.04	2,560.04	-595.19	0.00	2,524.18	35.86
205-15 2015 LIENS RECEIVABLE	203,899.72	203,899.72	-26,412.18	2,889.96	156,976.81	49,812.87
205-16 2016 LIENS RECEIVABLE	0.00	0.00	-14,712.41	357,997.70	125,378.56	232,619.14
210-09 2009 PP TAX RECEIVABLE	429.22	429.22	-123.03	0.00	253.48	175.74
210-10 2010 PP TAX RECEIVABLE	1,311.04	1,311.04	-84.35	0.00	84.35	1,226.69
210-11 2011 PP TAX RECEIVABLE	1,615.68	1,615.68	-91.35	0.00	91.35	1,524.33
210-12 2012 PP TAX RECEIVABLE	6,075.64	6,075.64	-25.09	0.00	909.03	5,166.61
210-13 2013 PP TAX RECEIVABLE	10,493.07	10,493.07	-24.60	0.00	781.05	9,712.02
210-14 2014 PP TAX RECEIVABLE	16,932.37	16,932.37	-274.29	0.00	1,569.90	15,362.47
210-15 2015 PP TAX RECEIVABLE	27,860.73	27,860.73	-93.75	0.00	13,379.99	14,480.74
210-16 2016 PP TAX RECEIVABLE	35,319.94	35,319.94	0.00	108.81	20,713.33	14,715.42
210-17 2017 PP TAX RECEIVABLE	-256.48	-256.48	-43,368.44	424,700.61	348,128.98	76,315.15
210-18 2018 PP TAX RECEIVABLE	0.00	0.00	-3.69	0.00	4.69	-4.69
308-00 AFLAC INSURANCE	-1.48	0.00	-0.13	6,448.80	6,450.10	-1.30
312-00 HEALTH INS. W/H	-22,945.70	-22,945.70	-0.19	201,678.22	201,307.54	-22,575.02
318-00 MMA INCOME PROTECTION	-5,788.64	-5,788.64	238.21	31,067.72	31,207.85	-5,928.77
323-00 MMA SUPP. LIFE INSURANCE	-947.59	-947.59	75.98	7,916.00	7,902.76	-934.35
329-00 SALES TAX COLLECTED	-55.32	-55.32	-20.49	55.29	64.79	-64.82
330-00 VEHICLE REG FEE (ST. OF ME)	-3,139.00	0.00	11,509.50	226,054.00	231,944.00	-5,890.00
332-00 SNOWMOBILE REG (F&W)	-11,170.00	0.00	-270.00	11,551.00	11,821.00	-270.00

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
333-00 ATV REGISTRATION (F&W)	-4.00	0.00	275.00	22,865.00	23,264.00	-399.00
335-00 PLUMBING PERMITS (ST. OF ME)	0.00	0.00	-135.00	0.00	1,007.50	-1,007.50
340-00 DOG LICENSES (ST. OF ME)	-1,211.00	0.00	-160.00	2,646.00	2,818.00	-172.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,988.00	0.00	-1,854.75	6,493.50	8,947.75	-2,454.25
Liabilities	7,407,158.65	7,476,547.81	-273,054.93	5,678,778.59	6,240,571.75	8,038,340.97
352-00 NYLANDER MUSEUM RESERVE	12,645.49	12,645.49	0.00	459.50	0.00	12,185.99
360-00 RETIREMENT INV FUND	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
362-00 RLF #10 RESERVE	220,627.36	220,760.44	0.00	0.00	8,587.02	229,347.46
365-01 COMMUNITY POOL IMPROVEMENT	98,655.52	98,655.52	0.00	0.00	28,000.00	126,655.52
365-02 REC CENTER IMPROVEMENTS	27,355.62	27,355.62	0.00	10,495.00	14,294.40	31,155.02
365-03 LAND ACQUISITIONS/EASEMENTS	39,590.00	39,590.00	0.00	6,250.00	0.00	33,340.00
365-04 RAILS TO TRAILS PROGRAM	19,899.44	19,899.44	-446.94	17,239.76	567.60	3,227.28
365-05 PARK IMPROVEMENT RESERVE	47,988.86	47,988.86	-11,011.17	11,950.00	10,388.83	46,427.69
365-06 LET'S MOVE	-615.24	-615.24	0.00	0.00	0.00	-615.24
365-08 REC NONAPPROPRIATED SPEC PROJ	2,490.17	2,490.17	0.00	0.00	0.00	2,490.17
365-09 RECREATION EQUIPMENT RESERVE	11,264.10	11,264.10	0.00	9,184.82	8,093.62	10,172.90
365-10 REC LAWN MOWER RESERVE	21,397.91	21,397.91	0.00	7,999.00	7,500.00	20,898.91
365-12 CRX/TOS RESERVE	3,419.32	3,419.32	0.00	1,194.40	0.00	2,224.92
365-13 RECREATION - COLLINS POND	33,275.91	33,275.91	0.00	1,050.00	3,000.00	35,225.91
365-14 CREATIVE PLAYGROUND RESERVE	-579.44	-579.44	0.00	0.00	0.00	-579.44
365-16 CARIBOU COMMUNITY BAND	1,551.08	1,551.08	0.00	0.00	0.00	1,551.08
365-17 RECREATION VAN RESERVE	23,744.67	23,744.67	0.00	0.00	0.00	23,744.67
365-18 REC SCHOLARSHIPS	2,021.22	2,021.22	0.00	0.00	30.00	2,051.22
365-19 CIVIC BEAUTIFICATION RESERVE	-838.86	-838.86	0.00	0.00	0.00	-838.86
365-20 SKI TRAIL PROGRAM	3,635.27	3,635.27	0.00	1,972.00	3,231.00	4,894.27
365-21 RD TRAILS GRANT	-4,365.53	-4,365.53	0.00	0.00	0.00	-4,365.53
365-22 NON APPROP SKI RENTAL PROGRAM	8,639.63	8,584.63	0.00	4,422.00	186.00	4,348.63
365-24 CADET RESERVE	482.56	482.56	0.00	0.00	0.00	482.56
365-25 COMMUNITY BULLETIN BOARD	200.00	200.00	0.00	0.00	0.00	200.00
366-01 LIBRARY BUILDING RESERVE	23,706.02	23,706.02	-1,290.00	6,821.42	26,481.42	43,366.02
366-02 LIBRARY MEMORIAL FUND	15,734.48	15,734.48	1,357.82	1,330.80	3,900.43	18,304.11
366-03 LIBRARY COMPUTER RESERVE	1,258.20	1,258.20	0.00	750.00	2,000.00	2,508.20
366-07 ILEAD	1,190.12	1,030.08	0.00	1,120.32	0.00	-90.24
366-10 ONION FOUNDATION	766.41	766.41	0.00	804.98	0.00	-38.57
367-01 POLICE DONATED FUNDS	33,963.50	33,963.50	0.00	270.00	290.00	33,983.50
367-02 POLICE DEPT EQUIPMENT	65,562.38	64,253.42	2,624.88	52,686.52	22,610.27	34,177.17
367-03 POLICE CAR RESERVE	38,425.04	38,425.04	-2,000.00	46,611.00	34,498.50	26,312.54
367-04 POLICE CAR VIDEO SYSTEM	5,243.75	5,243.75	0.00	2,115.00	0.00	3,128.75
367-05 DRINK GRANT PERSONNEL	18,021.70	17,807.70	-1,136.26	8,147.94	6,316.53	15,976.29
367-06 PD COMPUTER RESERVE	11,405.94	11,405.94	0.00	1,478.76	3,320.00	13,247.18
367-07 POLICE DIGITAL FILING	0.00	0.00	0.00	0.00	9,000.00	9,000.00
368-01 FIRE EQUIPMENT RESERVE	14,501.98	14,501.98	0.00	116,999.60	101,600.00	-897.62
368-02 FIRE HOSE RESERVE	1,206.25	1,206.25	0.00	0.00	500.00	1,706.25
368-03 FIRE DEPT FOAM RESERVE	3,742.50	3,742.50	0.00	0.00	0.00	3,742.50
368-04 FIRE TRAINING BLDG RESERVE	3,226.25	3,226.25	0.00	0.00	0.00	3,226.25
368-05 FIRE DEPT FURNACE	-3,810.86	-3,810.86	0.00	0.00	3,811.00	0.14
368-06 FIRE/AMB COMPUTER RESERVE	10,628.63	10,628.63	0.00	2,000.00	2,500.00	11,128.63
368-07 FIRE DISPATCH REMODEL	700.00	700.00	0.00	0.00	2,400.00	3,100.00
368-08 FIRE SMALL EQUIPMENT	1,400.00	1,400.00	0.00	0.00	9,000.00	10,400.00
368-09 FEMA TRUCK GRANT	5.00	5.00	0.00	0.00	0.00	5.00
368-10 FIRE/AMB BUILDING RESERVE	21,400.00	21,400.00	0.00	0.00	9,000.00	30,400.00

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
369-01 AMBULANCE SMALL EQUIP RESERVE	73,540.98	73,540.98	0.00	103,967.16	68,167.68	37,741.50
369-02 AMBULANCE STAIRCHAIRS	2,250.00	2,250.00	0.00	0.00	750.00	3,000.00
369-03 AMBULANCE RESERVE	132,996.03	132,996.03	24,652.32	269,646.86	320,891.18	184,240.35
370-01 GRIMES MILL RD ENGINEERING	-38,964.70	-38,964.70	0.00	0.00	18,482.00	-20,482.70
370-03 PW EQUIPMENT RESERVE	46,364.85	46,364.85	61,885.20	31,036.08	82,326.75	97,655.52
370-04 STREETS/ROADS RECONSTRUCTION	256,876.35	256,876.35	-3,500.00	14,662.40	24,000.00	266,213.95
370-05 CURBING RESERVE	5,178.30	5,178.30	0.00	0.00	0.00	5,178.30
370-06 FUEL TANK RESERVE	98,904.58	100,615.70	825.37	215,217.75	9,290.93	-105,311.12
371-01 ASSESSMENT REVALUATION RESERVA	50,500.91	50,500.91	0.00	4,149.00	19,000.00	65,351.91
371-02 ASSESSING COMPUTER RESERVE	1,798.50	1,798.50	0.00	1,500.00	500.00	798.50
371-03 AERIAL PHOTOGRAPHY	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00
371-04 ASSESSING OFFICE EQUIPMENT	730.00	730.00	0.00	0.00	0.00	730.00
372-01 AIRPORT RESERVE	95,794.60	95,794.60	0.00	335,566.55	109,448.63	-130,323.32
373-01 GEN GOVT COMPUTER RESERVE	14,444.37	14,444.37	0.00	8,198.00	7,000.00	13,246.37
373-02 CITY COMPREHENSIVE PLAN	27.40	27.40	0.00	0.00	0.00	27.40
373-03 MUNICIPAL BUILDING RESERVE	-37,516.75	-37,516.75	0.00	1,425.00	45,000.00	6,058.25
373-04 VITAL RECORDS RESTORATION	1,356.50	1,356.50	0.00	2,263.00	2,000.00	1,093.50
373-05 BIO-MASS BOILERS	-45,387.49	-45,387.49	0.00	48,702.00	95,127.00	1,037.51
373-07 T/A PROPERTY REMEDIATION RESEI	39,963.80	39,963.80	0.00	28,679.00	393.20	11,678.00
373-08 HRA CONTRIBUTION RESERVE	45,154.95	45,154.95	0.00	27,226.82	9,853.36	27,781.49
373-10 FLEET VEHICLES	5,586.00	5,586.00	0.00	0.00	2,000.00	7,586.00
373-11 NASIFF CLEAN UP	5,684.95	5,684.95	0.00	0.00	0.00	5,684.95
373-12 NBRC BIRDS EYE	0.00	0.00	-226.70	226.70	0.00	-226.70
373-15 2017 HRA RESERVE	0.00	0.00	-4,063.85	39,989.96	105,084.48	65,094.52
374-00 REC/PARKS COMPUTER RESERVE	0.00	0.00	1,000.00	0.00	1,000.00	1,000.00
374-01 INDUSTRIAL PARK IMPROVEMENTS	12,440.88	12,440.88	0.00	0.00	0.00	12,440.88
374-02 60 ACCESS HIGHWAY	92,212.31	92,212.31	-296.03	6,836.74	7,700.00	93,075.57
374-03 DOWNTOWN INFRASTRUSTURE	10,415.42	10,415.42	0.00	0.00	0.00	10,415.42
385-00 COMMUNITY DEVELOPMENT MATCH	31,830.52	31,830.52	0.00	0.00	0.00	31,830.52
387-00 BOUCHARD TIF	8,121.62	8,121.62	0.00	5,564.92	6,113.62	8,670.32
392-00 PLANNING/ENGINEERING RESERVE	6,241.09	6,241.09	0.00	0.00	0.00	6,241.09
398-00 RECREATION ACCTS FUND BALANCE	53,311.63	61,271.91	0.00	0.00	0.00	61,271.91
399-00 PARKING LOT MAINTENANCE RES	90,466.90	90,466.90	0.00	0.00	4,000.00	94,466.90
402-00 CDC ECONOMIC DEVELOPMENT	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00
403-00 CDC REVOLVING LOAN	344,532.13	344,532.13	0.00	0.00	0.00	344,532.13
406-00 TRAILER PARK RESERVE	28,506.27	37,595.46	0.00	0.00	0.00	37,595.46
407-00 COUNTY TAX	2.13	2.13	0.00	444,434.25	444,434.25	2.13
415-00 LIONS COMMUNITY CENTER RESERVA	1,784.20	1,784.20	0.00	32,228.00	31,500.00	1,056.20
417-00 COMPENSATED ABSENCES	184,694.48	184,694.48	0.00	104,472.20	90,000.00	170,222.28
419-00 DUE FROM CDC (1280)	83,582.08	77,888.61	0.00	0.00	0.00	77,888.61
421-00 DEFERRED TAX REVENUE	1,206,340.63	1,189,573.58	0.00	0.00	0.00	1,189,573.58
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,332.29	7,337.23	0.00	0.00	14.83	7,352.06
423-00 DR. CARY CEMETERY TRUST FUND	1,215.52	1,215.99	0.00	29.95	1.39	1,187.43
424-00 HAMILTON LIBRARY TRUST FUND	1,710.95	1,715.76	0.00	0.00	14.39	1,730.15
425-00 KNOX LIBRARY MEMORIAL FUND	9,564.28	9,586.40	0.00	0.00	66.09	9,652.49
426-00 CLARA PIPER MEM FUND	738.03	738.32	0.00	34.00	0.86	705.18
427-00 JACK ROTH LIBRARY MEM FUND	32,874.95	33,030.74	-183.85	2,511.01	466.66	30,986.39
429-00 BARBARA BREWER FUND	5,419.12	5,428.58	0.00	101.46	28.85	5,355.97
430-00 D. COOPER MEM FUND	66,056.85	66,165.14	0.00	4,000.00	304.11	62,469.25
432-00 MARGARET SHAW LIBRARY MEMORI	12,746.16	12,764.99	0.00	0.00	47.84	12,812.83
433-00 GORDON ROBERTSON MEM FUND	11,385.77	11,393.44	0.00	0.00	23.59	11,417.03
434-00 MEMORIAL INVESTMENT	6,047.40	6,052.04	0.00	0.00	13.80	6,065.84
435-00 RODERICK LIVING TRUST	0.00	0.00	0.00	4,487.47	21,833.50	17,346.03

General Ledger Summary Report

11/03/2017

Fund(s): ALL

Page 4

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
436-00 AMBULANCE REIMBURSEMENT	12,009.38	12,009.38	-862.17	11,868.52	10,715.74	10,856.60
437-00 DEFERRED AMBULANCE REVENUE	478,281.30	578,236.08	0.00	0.00	0.00	578,236.08
441-00 AMBULANCE FUND BALANCE	1,005.62	1,005.62	0.00	0.00	0.00	1,005.62
447-00 EMA EQUIP RESERVE	1,991.79	1,991.79	0.00	0.00	0.00	1,991.79
448-00 NYLANDER DONATIONS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	703.93	703.93	0.00	1,948.38	1,565.00	320.55
461-00 CRAFT FAIR	13,053.00	13,053.00	-808.88	2,943.70	1,448.00	11,557.30
462-00 CDBG HOUSING REHABILITATION	3,879.87	3,879.87	0.00	0.00	0.00	3,879.87
463-00 MISC EVENTS	0.00	0.00	0.00	21,085.38	21,165.00	79.62
465-00 THURSDAYS ON SWEDEN	-9,003.44	-9,003.44	-893.61	4,489.82	17,775.00	4,281.74
466-00 HERITAGE DAY	-8,000.00	-8,000.00	0.00	0.00	0.00	-8,000.00
467-00 MARATHON	-5,808.92	-11,808.92	-12,009.00	44,906.16	55,970.07	-745.01
469-00 DENTAL INSURANCE	701.61	701.61	-1.41	7,551.10	8,021.42	1,171.93
470-00 EYE INSURANCE	542.27	542.27	13.18	2,120.42	2,286.19	708.04
471-00 RC2 TIF	1,107.62	1,107.62	0.00	0.00	34,281.66	35,389.28
477-00 LED STREET LIGHTS	15,558.00	15,558.00	0.00	0.00	0.00	15,558.00
478-00 G. HARMON MEM FUND	8,371.68	8,377.32	0.00	393.76	16.92	8,000.48
480-00 CITY RETIREMENT	1,079.76	1,079.76	0.00	0.00	0.00	1,079.76
483-02 DUE TO FUND 2	196,679.59	196,679.59	0.00	0.00	74,076.63	270,756.22
483-03 DUE TO FUND 3	281,440.55	283,550.22	6,998.31	0.00	98,287.81	381,838.03
483-04 DUE TO FUND 4	140,583.66	140,583.66	0.00	0.00	36,546.75	177,130.41
483-05 DUE TO FUND 5	1,566,411.56	1,566,411.56	0.00	0.00	379,887.55	1,946,299.11
484-02 DUE FROM FUND 2	-171,966.56	-176,147.50	-7,526.28	62,845.98	0.00	-238,993.48
484-03 DUE FROM FUND 3	-226,196.42	-226,246.96	-6,005.84	75,098.88	0.00	-301,345.84
484-04 DUE FROM FUND 4	-143,462.97	-143,462.97	-3,215.04	34,810.73	0.00	-178,273.70
484-05 DUE FROM FUND 5	-1,036,668.94	-1,052,918.85	-12,981.92	315,811.75	0.00	-1,368,730.60
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	2,735.64	1,735.64	0.00	79.11	0.00	1,656.53
493-00 RSU 39 COMMITMENT	-874,839.94	-874,839.94	-303,992.66	3,039,984.20	3,647,970.00	-266,854.14
496-00 BIRTH RECORDS STATE FEE	78.80	0.00	14.80	876.80	959.20	82.40
497-00 DEATH RECORDS STATE FEE	134.80	0.00	36.80	1,113.60	1,241.60	128.00
498-00 MARRIAGE RECORDS STATE FEE	18.40	0.00	-12.00	341.20	371.60	30.40
Fund Balance	2,239,225.05	1,377,459.04	-459,011.18	22,930,190.53	24,290,527.15	2,737,795.66
500-00 EXPENDITURE CONTROL	0.00	0.00	-820,437.73	7,770,251.38	9,704,518.58	1,934,267.20
510-00 REVENUE CONTROL	0.00	0.00	361,426.55	15,159,939.15	14,240,013.57	-919,925.58
600-00 FUND BALANCE	2,239,225.05	1,377,459.04	0.00	0.00	345,995.00	1,723,454.04
2 - Snowmoible Trail Maintenance	0.00	-45,883.00	0.00	227,254.61	181,371.61	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-10,329.82	-6,148.88	26.28	98,537.63	134,282.82	29,596.31
365-11 TRAIL MAINTENANCE RESERVE	14,383.21	14,383.21	-7,500.00	24,461.00	71,436.84	61,359.05
483-01 DUE TO FUND 1	171,966.56	176,147.50	7,526.28	0.00	62,845.98	238,993.48
484-01 DUE FROM FUND 1	-196,679.59	-196,679.59	0.00	74,076.63	0.00	-270,756.22
Fund Balance	10,329.82	52,031.88	-26.28	128,716.98	47,088.79	-29,596.31
500-00 Expense Control	0.00	0.00	-26.28	39,884.98	43,609.00	3,724.02
510-00 Revenue Control	0.00	0.00	0.00	45,883.00	3,479.79	-42,403.21

General Ledger Summary Report

Fund(s): ALL
October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
Debits					Credits	
2 - Snowmoible Trail Maintenance CONT'D						
600-00 Fund Balance	10,329.82	52,031.88	0.00	42,949.00	0.00	9,082.88
3 - Housing Department						
Assets	0.00	-100,000.00	0.00	369,857.09	269,857.09	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-8,328.99	-10,388.12	-992.47	99,129.91	75,098.88	-34,419.15
409-00 HOUSING RESERVE	46,915.14	46,915.14	0.00	842.10	0.00	46,073.04
483-01 DUE TO FUND 1	226,196.42	226,246.96	6,005.84	0.00	75,098.88	301,345.84
484-01 DUE TO FUND 1	-281,440.55	-283,550.22	-6,998.31	98,287.81	0.00	-381,838.03
Fund Balance	8,328.99	110,388.12	992.47	270,727.18	194,758.21	34,419.15
500-00 Expense Control	0.00	0.00	-6,005.84	74,275.18	96,470.40	22,195.22
510-00 Revenue Control	0.00	0.00	6,998.31	100,000.00	98,287.81	-1,712.19
600-00 Fund Balance	8,328.99	110,388.12	0.00	96,452.00	0.00	13,936.12
4 - FSS						
Assets	0.00	-48,729.00	0.00	162,161.48	113,432.48	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	2,879.31	2,879.31	3,215.04	36,546.75	34,810.73	1,143.29
483-01 DUE TO FUND 1	143,462.97	143,462.97	3,215.04	0.00	34,810.73	178,273.70
484-01 DUE FROM FUND 1	-140,583.66	-140,583.66	0.00	36,546.75	0.00	-177,130.41
Fund Balance	-2,879.31	45,849.69	-3,215.04	125,614.73	78,621.75	-1,143.29
500-00 Expense Control	0.00	0.00	-3,215.04	34,810.73	42,075.00	7,264.27
510-00 Revenue Control	0.00	0.00	0.00	48,729.00	36,546.75	-12,182.25
600-00 Fund Balance	-2,879.31	45,849.69	0.00	42,075.00	0.00	3,774.69
5 - ECONOMIC DEV						
Assets	0.00	-414,998.00	0.00	1,646,453.30	1,231,455.30	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-133,306.64	-117,056.73	12,981.92	409,569.08	450,493.28	-76,132.53
473-00 DOWNTOWN TIF	248,521.50	248,521.50	0.00	29,681.53	24,681.53	243,521.50
474-00 TRAIL GROOMER RESERVE	-2,085.52	-2,085.52	0.00	0.00	10,000.00	7,914.48
475-00 REVOLVING LOAN RESERVE	150,000.00	150,000.00	0.00	0.00	50,000.00	200,000.00
476-00 FIRE STATION RESERVE	0.00	0.00	0.00	0.00	50,000.00	50,000.00
483-01 DUE TO FUND 1	1,036,668.94	1,052,918.85	12,981.92	0.00	315,811.75	1,368,730.60
484-01 DUE FROM FUND 1	-1,566,411.56	-1,566,411.56	0.00	379,887.55	0.00	-1,946,299.11
Fund Balance	133,306.64	532,054.73	-12,981.92	1,236,884.22	780,962.02	76,132.53
500-00 Expense Control	0.00	0.00	-12,981.92	396,130.22	442,963.44	46,833.22
510-00 Revenue Control	0.00	0.00	0.00	414,998.00	337,998.58	-76,999.42
600-00 Fund Balance	133,306.64	532,054.73	0.00	425,756.00	0.00	106,298.73
Final Totals	-873,273.98	-807,429.39	-75,631.77	56,760,291.92	55,952,862.53	0.00

Expense Summary Report

Fund: 1
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	787,868.00	50,009.48	606,968.85	180,899.15	77.04
17 - HEALTH & SANITATION	249,737.00	20,770.00	207,745.00	41,992.00	83.19
18 - MUNICIPAL BUILDING	69,940.00	2,747.92	39,462.00	30,478.00	56.42
20 - GENERAL ASSISTANCE	71,683.00	5,264.94	49,344.30	22,338.70	68.84
22 - TAX ASSESSMENT	185,744.00	13,041.39	151,173.76	34,570.24	81.39
25 - LIBRARY	215,601.00	17,108.17	163,550.39	52,050.61	75.86
31 - FIRE/AMBULANCE DEPARTMENT	2,398,973.00	170,045.82	1,836,487.82	562,485.18	76.55
35 - POLICE DEPARTMENT	1,477,597.00	116,812.16	1,194,235.16	283,361.84	80.82
38 - PROTECTION	439,777.00	36,024.69	333,198.69	106,578.31	75.77
39 - CARIBOU EMERGENCY MANAGEMENT	23,154.00	324.95	9,121.55	14,032.45	39.40
40 - PUBLIC WORKS	2,162,607.00	325,371.00	1,697,573.72	465,033.28	78.50
50 - RECREATION DEPARTMENT	458,787.00	39,089.80	373,651.07	85,135.93	81.44
51 - PARKS	143,391.00	10,172.17	123,089.05	20,301.95	85.84
60 - AIRPORT	34,425.00	1,511.04	27,606.04	6,818.96	80.19
61 - CARIBOU TRAILER PARK	17,027.00	790.55	10,222.32	6,804.68	60.04
65 - CEMETERIES	6,850.00	0.00	6,653.48	196.52	97.13
70 - INS & RETIREMENT	109,800.00	7,777.28	102,696.91	7,103.09	93.53
80 - UNCLASSIFIED	38,000.00	3,576.37	23,913.69	14,086.31	62.93
85 - CAPITAL IMPROVEMENTS	726,690.00	0.00	726,690.00	0.00	100.00
Final Totals	9,617,651.00	820,437.73	7,683,383.80	1,934,267.20	79.89

Expense Summary Report

Fund: 2
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	42,949.00	26.28	39,224.98	3,724.02	91.33
Final Totals	42,949.00	26.28	39,224.98	3,724.02	91.33

Expense Summary Report

Fund: 3
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	96,452.00	6,005.84	74,256.78	22,195.22	76.99
Final Totals	96,452.00	6,005.84	74,256.78	22,195.22	76.99

Expense Summary Report

Fund: 4
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	42,075.00	3,215.04	34,810.73	7,264.27	82.73
Final Totals	42,075.00	3,215.04	34,810.73	7,264.27	82.73

Expense Summary Report

Fund: 5
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	399,171.00	11,830.46	370,743.99	28,427.01	92.88
12 - CHAMBER	26,585.00	1,151.46	8,178.79	18,406.21	30.76
Final Totals	425,756.00	12,981.92	378,922.78	46,833.22	89.00

Revenue Summary Report

Fund: 1
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	6,458,163.05	204,563.47	6,204,827.31	253,335.74	96.08
18 - MUNICIPAL BUILDING	4,000.00	333.33	3,333.30	666.70	83.33
20 - GENERAL ASSISTANCE	34,425.00	2,427.83	20,185.62	14,239.38	58.64
22 - TAX ASSESSMENT	597,212.04	3,285.98	360,991.98	216,220.06	63.80
23 - CODE ENFORCEMENT	9,150.00	750.00	7,137.54	2,012.46	78.01
25 - LIBRARY	6,200.00	-531.42	5,519.84	680.16	89.03
31 - FIRE/AMBULANCE DEPARTMENT	1,887,940.00	134,782.15	1,617,668.17	270,271.83	85.68
35 - POLICE DEPARTMENT	49,375.00	9,460.21	49,819.98	-444.98	100.90
39 - CARIBOU EMERGENCY MANAGEMENT	2,600.00	1,800.00	2,600.00	0.00	100.00
40 - PUBLIC WORKS	194,139.00	0.00	38,542.46	155,596.54	19.85
50 - RECREATION DEPARTMENT	20,500.00	3,005.00	20,495.75	4.25	99.98
51 - PARKS	2,600.00	0.00	1,512.80	1,087.20	58.18
60 - AIRPORT	138.00	0.00	138.24	-0.24	100.17
61 - CARIBOU TRAILER PARK	15,727.00	1,550.00	14,470.52	1,256.48	92.01
70 - INS & RETIREMENT	5,000.00	0.00	0.00	5,000.00	0.00
Final Totals	9,287,169.09	361,426.55	8,367,243.51	919,925.58	90.09

Revenue Summary Report

Fund: 2
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOBILE TRAIL MAINTENANCE	45,883.00	0.00	3,479.79	42,403.21	7.58
Final Totals	45,883.00	0.00	3,479.79	42,403.21	7.58

Revenue Summary Report

Fund: 3
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	100,000.00	6,998.31	98,287.81	1,712.19	98.29
Final Totals	100,000.00	6,998.31	98,287.81	1,712.19	98.29

Revenue Summary Report

Fund: 4
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	48,729.00	0.00	36,546.75	12,182.25	75.00
Final Totals	48,729.00	0.00	36,546.75	12,182.25	75.00

Revenue Summary Report

Fund: 5
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	414,998.00	0.00	337,998.58	76,999.42	81.45
Final Totals	414,998.00	0.00	337,998.58	76,999.42	81.45

CARIBOU PARKS & RECREATION NEW VAN BID

DATE: 10-18-2017

VENDOR: Gayons Auto Sales

ADDRESS: 500 Main St.

Caribou, ME 04726

PHONE: 493-3358 FAX: 493-3104

CONTACT PERSON: Darrel Pye

BRAND: GMC

MODEL: 18 Savana

PURCHASE PRICE: \$32,186.80

PURCHASE PRICE WITH TRADE IN:

WARRANTY INFO: Attached

ANTICIPATED AVAILABILITY: 12/31/17

COMMENTS:

SELLING PRICE	31803.8
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Doc Fee	349
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Rebate	
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Title and Arbitration	34
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Cash	
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Trade	
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Payoff	
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Taxes	
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Warranty	
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Net Amount Financed	32186.80
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Trade Difference	31803.8
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Customer Rate	3
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Payment including Taxes	\$489.04
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Term	72
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CARIBOU PARKS & RECREATION NEW VAN BID

DATE: 9-28-17

VENDOR: Griffith Ford Lincoln

ADDRESS: 16 Access Highway
Caribou, Me 04736

PHONE: 207 4963111 FAX: -
207 4986510

CONTACT PERSON: Neal Griffith

BRAND: Ford

MODEL: Transit

PURCHASE PRICE: \$ 32300

PURCHASE PRICE WITH TRADE IN: Trade-in is worth \$100 to a junk yard.

WARRANTY INFO:

ANTICIPATED AVAILABILITY: Approx. 10 weeks from order date.

COMMENTS:

this van is lighter because it is aluminum body.
Engine is 3.7 liter rated at 275 H.P. & 260 Ft. lbs
of Torque.
\$1800 More to upgrade engines

N6267A1

CARIBOU PARKS & RECREATION NEW VAN BID

DATE: 9-28-17

VENDOR: Griffith Ford Lincoln

ADDRESS: 16 Access Highway

Caribou, Me 04736

PHONE: 207 4963111 FAX: 207 4986510

CONTACT PERSON: Neal Griffith

BRAND: Ford

MODEL: Transit

PURCHASE PRICE: \$ 32300

PURCHASE PRICE WITH TRADE IN: Trade-in is worth \$100 to a junk yard.

WARRANTY INFO:

ANTICIPATED AVAILABILITY: Approx. 10 weeks from order date.

COMMENTS:
This van is lighter because it is aluminum body.
Engine is 3.7 liter rated at 275 H.P. & 260 Ft. lbs
of Torque.
\$1800 More to upgrade engines

N6267A1

CARIBOU PARKS & RECREATION NEW VAN BID

DATE: 10-18-2017

VENDOR: Bayons Auto Sales

ADDRESS: 500 Main St.

Caribou, ME 04736

PHONE: 493-3358

FAX: 493-3104

CONTACT PERSON: Darryl Pye

BRAND: GMC

MODEL: 18 Savana

PURCHASE PRICE: \$32186.80

PURCHASE PRICE WITH TRADE IN:

WARRANTY INFO: Attached

ANTICIPATED AVAILABILITY: 12/31/17

COMMENTS:

**CARIBOU PARKS & RECREATION DEPARTMENT
55 BENNETT DR.
CARIBOU, ME. 04736
207-493-4224
207-493-4225 Fax**

MEMO

**TO: Mayor Gary Aiken
CC: Caribou City Council/ Dennis Marker
FROM: Gary Marquis
RE: 2018 New Van purchase
DATE: August 4, 2016**

Mayor Aiken and City Councilors:

The Caribou Recreation Commission has gone to bid for a new 2018 15 passenger van that money was appropriated into the Recreation Van Reserve Account for 2017. The Bids went out to our 2 local new car dealers in town. Here is the Breakdown of pricing.

Griffeth Ford Lincoln:

2018 Ford Transit 15 passenger van: \$32,300.00

Gagnon's Auto Sales:

2018 GMC 15 passenger Savana van: \$32,186.80

The recommendation from the recreation commission would be to go with the lower bid which was Gagnon's Auto Sales. I will be in attendance if you have any questions regarding this matter.

Thank you for your time and consideration on this matter.

Respectfully Submitted:

**Gary Marquis
Supt. of Parks and Recreation**

Application For Automobile Graveyard and/or Junkyard Permit

MUNICIPAL OFFICE USE ONLY

Tentative Date of Hearing November 13, 2017 Application Received 11-2-17
Time of Hearing 6:00 pm Permit No. 3
Place of Hearing City Council Chambers Fee Paid \$ 50.00
Notifications sent by City Manager's Office Date October 16, 2017

To the City/Town Caribou County Aroostook Maine

I/We AIM Recvcling hereby

Make application (in quadruplicate) for a permit to establish, operate or maintain an Automobile Graveyard and/or Junkyard at the following described location and in accordance with the provisions of Title 30, Sections 2451-B to 2459, Chapter 481, Public Laws 1966.

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard 208 Limestone Rd, Caribou
2. Is this application made by or for a company, partnership, corporation-individual? LLC
3. Is this property leased? YES Property owned by State of Maine
Address _____
4. How is "yard" screened? – Fence? (Type) Chainlink Height 6' Trees? (Type) pinos, birches, firs
Embankment? partial Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 50' Feet
6. Can junk be seen from any part of highway? Yes x No _____
7. Was Junkyard Law, Requirements and Fees explained to you? Yes x No _____
8. Is any portion of this "yard" on public property? Yes x No _____
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing Beach, School, Church or Cemetery? Yes _____ No x
10. When was "yard" established? 2009 By Whom? Onesteel Recycling
11. When was last permit issued? October 20, 2015 To Whom? AIM Recycling USA LLC

One Copy of Application to City/Town
One Copy of Application to Applicant
One Copy of Application to State Police, Augusta
One Copy of Application to Department of Transportation

(over)

Signed by: Joyce Dugan, POA For: AIM Recycling USA LLC
Name of Company, Corporation, Partnership, Individual

Make complete sketch of "yard". Show footage of all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

Circle Correct N _____

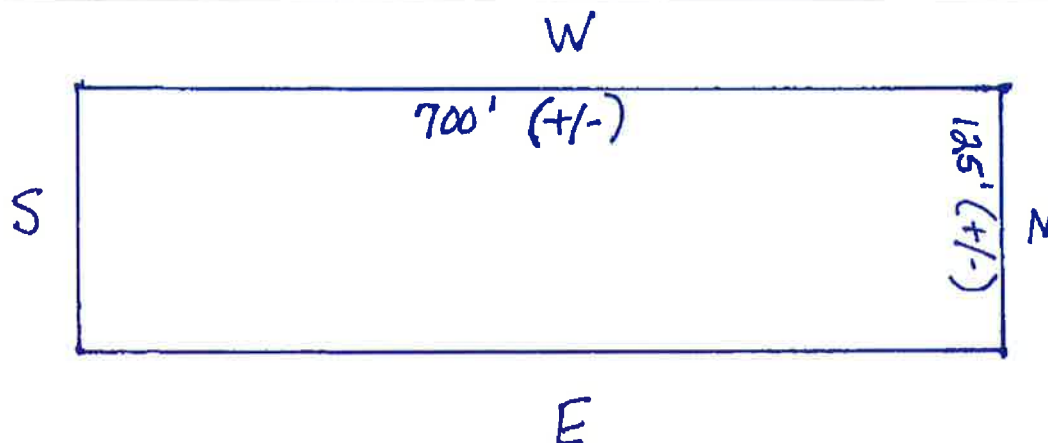
Direction **E** _____

W_____

S _____

**Road Name
Or
Route No.**

To _____ To _____



Application For Automobile Graveyard and/or Junkyard Permit

MUNICIPAL OFFICE USE ONLY

Tentative Date of Hearing November 13, 2017

Application Received 10-24-17

Time of Hearing 6:00 pm

Permit No. 1

Place of Hearing City Council Chambers

Fee Paid \$ 50.00

Notifications sent by City Manager's Office

Date October 16, 2017

To the City/Town Caribou County Aroostook Maine

I/We John Gilbert, d/b/a Gilbert's Salvage hereby

Make application (in quadruplicate) for a permit to establish, operate or maintain an Automobile Graveyard and/or Junkyard at the following described location and in accordance with the provisions of Title 30, Sections 2451-B to 2459, Chapter 481, Public Laws 1966.

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard 1060 Albair Rd Caribou Me
04726
2. Is this application made by or for a company, partnership, corporation individual?
3. Is this property leased? _____ Property owned by John A + Deanna S Gilbert
Address 1060 Albair Rd Caribou Me 04726
4. How is "yard" screened? fence? (Type) Wood Height 7' Trees? (Type) Spruce
Embankment? _____ Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 200 Feet
6. Can junk be seen from any part of highway? Yes _____ No X
7. Was Junkyard Law, Requirements and Fees explained to you? Yes X No _____
8. Is any portion of this "yard" on public property? Yes _____ No X
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing Beach, School, Church or Cemetery? Yes _____ No X
10. When was "yard" established? _____ By Whom? John A Gilbert
11. When was last permit issued? 2017 To Whom? John A Gilbert

One Copy of Application to City/Town
One Copy of Application to Applicant
One Copy of Application to State Police, Augusta
One Copy of Application to Department of Transportation

(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by: John A. Bell For: Gilberts Salvage
Name of Company, Corporation, Partnership, Individual

Address: 1000 Albair Rd Carson Ms 39286

Make complete sketch of "yard". Show footage of all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

Tax Map No. _____

Circle Correct N _____

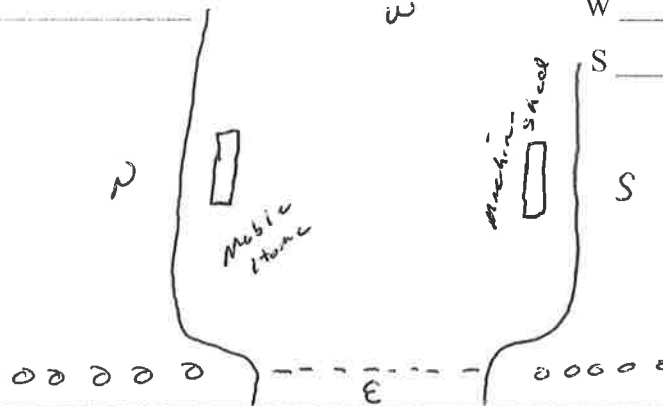
Lot No. _____

Direction E _____

Zone _____

W _____

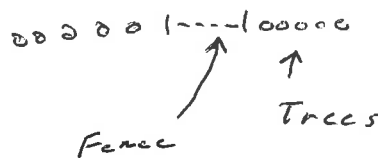
S _____



Road Name
Or
Route No.

_____ To _____ To _____

Albair Rd



Application For Automobile Graveyard and/or Junkyard Permit

MUNICIPAL OFFICE USE ONLY

Tentative Date of Hearing November 13, 2017

Application Received 10-19-17

Time of Hearing 6:00 pm

Permit No. 2

Place of Hearing City Council Chambers

Fee Paid \$ 50.00

Notifications sent by City Manager's Office

Date October 16, 2017

To the City/Town Caribou County Aroostook Maine

I/We Mark Nadeau, d/b/a Mark's Towing hereby

Make application (in quadruplicate) for a permit to establish, operate or maintain an Automobile Graveyard and/or Junkyard at the following described location and in accordance with the provisions of Title 30, Sections 2451-B to 2459, Chapter 481, Public Laws 1966.

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard 508 Acc Highway Caribou

2. Is this application made by or for a company, partnership, corporation individual?

3. Is this property leased? no Property owned by mark nadeau

Address 508 Acc Highway

4. How is "yard" screened? Fence? (Type) metal Height _____ Trees? (Type) _____

Embankment? ☒ Gully? _____ Hill? ☒ Other? _____

5. How far is edge of "yard" from center of highway? 300 Feet

6. Can junk be seen from any part of highway? Yes _____ No ☒

7. Was Junkyard Law. Requirements and Fees explained to you? Yes ☒ No _____

8. Is any portion of this "yard" on public property? Yes _____ No ☒

9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing Beach, School, Church or Cemetery? Yes _____ No ☒

10. When was "yard" established? 1979 By Whom? Mark Nadeau

11. When was last permit issued? 2012 To Whom? Mark Nadeau

One Copy of Application to City/Town
One Copy of Application to Applicant
One Copy of Application to State Police, Augusta
One Copy of Application to Department of Transportation

(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by: Mark Nadeau

For:

Mark's Towing Service & Auto Repair
Name of Company, Corporation, Partnership, Individual

Address: 508 Ace Highway

Make complete sketch of "yard". Show footage of all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

Tax Map No. 15

Circle Correct N _____

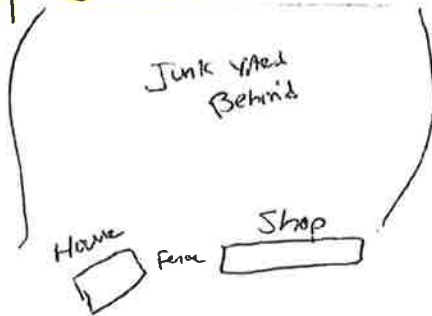
Lot No. 46

Direction E _____

Zone R-3

W _____

S _____



Rt 89

Road Name
Or
Route No.

Caribou

To

To

Umeau



CODE ENFORCEMENT OFFICE

CARIBOU, MAINE

To: Mayor Aiken & Members of the City Council
From: Penny Thompson, Caribou Code Enforcement Officer
Date: November 9, 2017
Re: Staff report on Applications for Automobile Graveyard and/or Junkyard Permits

Three applications for Automobile Graveyard and/or Junkyard Permits have been received by the City of Caribou. The requirements for these businesses are found in Chapter 7 Licenses and Permits, Article VII Automobile Junkyards which was last amended June 4, 1980. All three are renewals:

Mark Nadeau	D/B/A Mark's Towing	508 Access Highway
AIM Recycling USA LLC	D/B/A AIM Recycling	208 Limestone Road
John Gilbert	D/B/A Gilbert's Savage	1060 Albair Road

It is the custom for the code enforcement officer and the Police Chief to drive past the applicants' place of business to observe the conditions present to make certain that the business is still in compliance with all provisions of the "State Law on Automobile Junk Yards" (from City Ordinance 7-704 State Law). The statute referenced in the ordinance is incorrect, as is the statute referenced on the forms. This should be corrected prior to next year's renewal.

The properties listed above were reviewed by the code enforcement officer and the Police Chief on Tuesday October 31, 2017. As a guide, the local ordinance Chapter 7, Article V11 was used to ensure compliance with the local ordinance. Title 30-A §3751 to §3760 was used to ensure compliance with the state laws.

All three properties were found to be, for the most part, in compliance with applicable local ordinances and state laws. Staff recommends approval of all three applications. On the John Gilbert D/B/A Gilbert's Salvage at 1060 Albair Road, staff recommends a condition that the applicant "improve / repair screening along Albair Road within 6 months" which is an option under City Ordinance 7-703 Screening. Staff had a conversation with Mr. Gilbert on Monday November 6, 2017. Mr. Gilbert knows of the deficient areas with his screening and will work to repair.

November 2, 2017

Frank Gardner
EPA Region 1
5 Post Office Square
Suite 100
Mail Code: OSRR7-2
Boston, MA 02109-3912
Gardner.Frank@epa.gov

RE: City of Caribou Former Birdseye Plant Brownfields Cleanup Grant Application

Dear Mr. Gardner:

The City of Caribou, Maine (the City) is pleased to provide an application to the United States Environmental Protection Agency (EPA) for a \$200,000 Brownfields Cleanup Grant for Hazardous Substances. The City is eligible to apply for Brownfields funding as a General-Purpose Unit of Local Government. The City is seeking Brownfields Cleanup funding to fully implement its plan to develop the Former Birdseye Plant into a useful property for the community. Potential future development possibilities include much-needed retail shops and residential housing to increase accessibility to amenities for the City's aging population. As required in the FY2018 Brownfields Assessment Guidelines, please use the following information.

Applicant Identification

Dennis Marker (City Manager), City of Caribou
25 High Street
Caribou, ME 04736

Funding Requested

Grant Type: Single Site Cleanup
Federal Funds Requested: \$200,000 Hazardous Substances
Contamination: Hazardous Substances

Location

Caribou, Maine

Property Information

Property Name: Former Birdseye Plant
Site Address: 27 Birdseye Avenue, Caribou, ME 04736

Contacts

Project Director: Dennis Marker, City Manager
25 High Street
Caribou, Maine 04736

Phone: (207) 493-3324
Fax: (207) 498-3954
citymanager@cariboumaine.org

Highest Ranking Elected Official: Gary Aiken, Mayor
Mayor, City of Caribou
25 High Street
Caribou, Maine 04736
Phone: (207) 493-3324
Fax: (207) 498-3954
gary.aiken@cariboumaine.org

Population

Population: 8,189 (2010 US Census Data)

According to census data, including the most recent Small Area Income and Poverty Estimates, Aroostook county has not been experiencing, “persistent poverty,” which is defined in the FY18 Guidelines for Brownfields Cleanup Grants as counties where 20% or more of its population has lived in poverty over the past 30 years.

On behalf of the City, we look forward to working with EPA on our future Brownfields grant program. Thank you for your attention to our application.

Sincerely,
Dennis Marker
City Manager

Narrative Proposal

1.0 Community Need

a. Target Area and Brownfields

i. Community and Target Area Descriptions

Located in northern Maine, the City of Caribou is the second largest city in Aroostook County and is considered the largest city in the northeastern United States. The first settlers of European descent were lumbermen and trappers who set up camps throughout the area. An undeclared war between the United States and what was then the British Colony of New Brunswick erupted in 1838 and led to the Battle of Caribou in December 1838. After tensions eased and European settlement increased, Caribou was incorporated in 1859 as the town of Lyndon and then later ultimately changed its name to Caribou in 1877. Settlement increased, and the city experienced a boom period in the 1890s after the coming of the Bangor and Aroostook Railroad. This boom period lasted well into the 1960s, during which time Caribou became the largest potato shipping hub in the world. An increase in population, largely attributed to the opening of the nearby Loring Air Force Base in the early 1950s allowed Caribou to be incorporated as a city in 1967. Changes in the traditional potato industry starting in the 1970s and the closing of the Loring Air Force Base in 1994 led to a decline in population that continues to this day.

The Downtown Caribou Area is the target area for Brownfields cleanup. The Area is a draw for recreational tourism, providing lodging, and services essential for fishing, hiking, cross country skiing and especially snowmobiling. The Outdoor Sport Institute, a premier outdoor sports organization, is headquartered in the Area. Unfortunately, often the first thing people see when travelling to the heart of the City is the blighted, dilapidated remains of the Former Birdseye Plant. This is not the first impression the people of Caribou want to make on those visiting their community. To make matters worse, Caribou is at a major cross road for those travelling to and from Canada, with tens of thousands of travelers passing near the property every day. As a result, the former Plant has developed an international reputation.

ii. Demographic Information and Indicators of Need

Demographic Information

	Caribou, ME	Aroostook County	State of Maine	National
Population ¹ :	7,736	67,959	1,331,479	323,127,513
Unemployment ² :	3.8%	4.4%	3.0%	4.1%
Poverty Rate ³ :	20.5%	18.4%	12.5%	12.7%
Percent Minority ^{3,4} :	4.0%	4.3%	4.8%	27.6%
Median Household Income ³ :	\$35,532	\$36,923	\$49,331	\$53,889
Median Housing Value ³ :	\$88,000	\$94,800	\$173,800	\$178,600
<p>1: US Census Bureau Estimates Program, https://www.census.gov/quickfacts 2: Maine.gov Center for Workforce Research and Information, http://www.maine.gov/labor/cwri/laus.html 3: US Census Bureau, Current Data, https://www.census.gov/quickfacts 4: US Census Bureau, American Fact Finder, http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF</p>				

iii. Description of the Brownfields

The Former Birdseye Plant is located on a 21-acre site in the heart of Caribou and within 600 feet of the Aroostook river. The facility operated as a vegetable freezing and potato product plant between the years of 1943 and 2002, when operations ceased. The Site has been unused and unoccupied since 2002. Since the Plant's closure, several assessments and investigations have taken place, including a Phase I Environmental Site Assessment (ESA), a Phase II ESA, asbestos demolition impact surveys, an Assessment of Brownfields Cleanup Alternatives (ABCA), and a limited PCB soil testing event. Structural inspections of property buildings, conducted by Criterium Brown Engineers in December 2014, deemed all structures, besides the former guard shack, unsafe and dangerous for human occupation. Since this inspection, three buildings have been demolished. All remaining property buildings continue to be targeted for demolition.

Not only has the Property been an eyesore for the past 15 years, it has been hazardous to local residents and the environment as well. Its location in the center of town in a relatively densely populated area has made the likelihood of citizens' exposure to identified contaminants, including polychlorinated biphenyls (PCBs), petroleum compounds and asbestos-containing materials (ACM), among others, a near certainty, whether through dermal contact, inhalation, or ingestion. Physical hazards are of great concern to neighboring residents and especially children, who are more likely to suffer from cuts, falls and other injuries associated with open, unrestricted access to dilapidated, deteriorated structures. The ecologically sensitive Aroostook River, located within 600 feet of the site is at high risk of exposure to contaminants. A small, fragile population of Atlantic salmon makes runs on the river and could be adversely impacted by site contaminants via surface water runoff.

b. Welfare, Environmental, and Public Health Impacts

i. Welfare Impacts:

As mentioned above, the blighted, dilapidated condition of the former Plant has developed not only a local and state reputation, but an international one, due to Caribou's proximity to and accessibility from Canada. The Site has been the subject of several complaints from concerned citizens in the target area, who have correctly assumed the devaluation of their properties. As mentioned above, the location of the Property in the Downtown Area means it poses a significant risk to physical health and well-being both for Caribou residents and those visiting their city. Known contaminants, such as Asbestos-Containing Materials (ACM), Polychlorinated Biphenyls (PCBs) and petroleum products exist at the site and can be inhaled as well as dermal contact hazards. According to a Structural Inspection Survey conducted in 2014, with the exception of one building, all current site structures are, "unsafe and dangerous," a condition which poses a serious risk to citizens that trespass onto the property, a demographic typically consisting of children and teenagers. The Site's proximity to the Aroostook River poses a significant risk to the environment, as contaminant-containing stormwater discharges potentially flow directly into the River. Due in part to changes in the potato-processing industry and the recent closure of local businesses, the City's overall population has decreased, while the population of senior citizens has increased. Due to Caribou's relatively small size, there are few services available to local citizens, such as public transportation and emergency services. Future development of the former Plant into retail shops and a public safety building will provide convenient access to amenities for citizens in the Downtown Area lacking transportation and will also provide more responsive emergency services for an aging population.

ii. Cumulative Environmental Issues:

The City is currently researching and investigating issues that affect the environment and are related to the overall health of the community.

iii Cumulative Public Health Impacts:

Sites containing known hazardous substances can have serious cumulative and chronic health impacts on the local populace. Many health concerns relating to air quality and dermal exposure pose a significant threat to the citizens of Caribou and especially to those living within close proximity to the Site. According to the most recent census data available, the City and Aroostook County have a greater ratio of population age 65 and above (19.3 and 19%) than state of Maine and Nation as a whole (15.9 and 13%). This older population is more susceptible to health complications wrought by hazardous contaminants from Brownfields Sites. According to US Census Bureau data collected between 2011 and 2015, the rate of Caribou residents under the age of 65 with a disability is 16.2%, nearly double the rate of the United States (8.6%) and well over the Maine State average (11.9%). Data collected by the Maine Center for Disease Control & Prevention (Maine CDC), for the year 2011 show that within the Aroostook Public Health District, in which Caribou resides, a higher rate of emergency department visits due to asthma were recorded (114.6 per 10,000) than the State average of 66.2 per 10,000. According to the *Maine 2016 Annual Report of Cancer*, filed by the Maine CDC using data collected in 2013, the incidence rate of all cancers in the Aroostook Public Health District (487.8 per 100,000) was higher than the Maine State incidence rate (463.8 per 100,000 population). Lung cancer specifically is especially high in the Aroostook Public Health District (84.9 per 100,000) versus the state average (73.2 per

100,000). All this data illustrates the dire health problems the City faces and the critical need to improve economic prosperity to address them. Cleaning up and redeveloping properties to promote new commercial enterprise will create new jobs and revenues to fund health services for the betterment of the community.

c. Financial Need

i. Economic Conditions

Within the last few years, several major employers in the area have announced major layoffs. Maine Military Authority (MMA), a military vehicle refurbishment center, employed 600 people in the region at their peak. Unfortunately, MMA laid off 150 employees in 2013, effectively reducing their workforce by 75 percent. Another large employer, Sitel, was recently forced to make major layoffs and still have not recovered. Closure of the nearby Loring Air Force Base in 1994 has also caused a steady drop in economic growth and opportunities over the years. Once a booming agricultural pastime, potato farming has long since diminished as an economically feasible option in the area. As a result, the population of Caribou has been in decline consistently since the 1970s.

ii. Economic Effects of Brownfields:

According to the most recent US Census data provided by the QuickFacts tool, 20.5% of Caribou residents live below the poverty line. This is in stark contrast with the Maine state level of 12.5%. According to the US Census Bureau's American Fact Finder Tool, the residents of Caribou suffer from greater poverty and economic woes than the State of Maine and the United States overall by every major metric reported. Median household income in particular is notably low, with Caribou residents earning 34% less than the United States average. Education has long been a metric closely linked to health and poverty. According to the most recent US Census Data provided by the QuickFacts tool, a lower rate of Caribou residents graduates from high school or earn Bachelor's degrees than the State of Maine or the United States as a whole. Economic downturns and uncertainty can be directly linked to the former Birdseye Plant. The economic burden of the Plant is twofold. During its heyday, the property had an estimated value of several million dollars, which provided jobs for residents and property tax revenues for the City. Since closure, not only has a once-prosperous facility been shuttered, eliminating hundreds of jobs in its wake, but the property tax burden has shifted to residents. In addition, without Brownfields funding, the residents of Caribou would have to shoulder the undue burden of paying for the massive cleanup effort. If this were to happen, the City government estimates that every property owner would see an additional \$100 on their tax bill.

2. Project Description and Feasibility of Success

a. Project Description

i. Existing Conditions:

A Phase II ESA, conducted by County Environmental Engineering (CEE) in November 2013, identified 10 areas of concern (AOC)s within the property, of which 5 require remedial action. Contaminants observed and detected in these AOCs consisted of PAHs, petroleum related compounds and PCBs in surface soil, ranging from 0 to 2 feet below ground surface. Groundwater

or drinking water results did not exceed the Maine CDC Maximum Exposure Guidelines. An asbestos demolition survey, completed by CES in January 2015, revealed the presence of ACM in 4 site buildings, the roofing of all buildings and within debris piles around the exterior of the Site. Additional hazardous substances were also noted by CES, including fluorescent light ballasts, fluorescent light tubes, mercury thermostats and many electrical devices and components. Due to the presence of petroleum-related products, the presence of lead is also suspected onsite. A structural condition inspection, conducted by Criterium Brown Engineers in December 2014, concluded that all but one of the Site structures are in serious disrepair and unsafe and dangerous for occupation. The one building deemed structurally stable (the Guard Shack) requires serious maintenance. Within the last year, three buildings (the former Frozen Foods Building, Sand Shed and Scale House) have been successfully demolished under city oversight. Limited PCB sampling of surface soils in AOC 5 in December 2014 confirmed the presence of PCBs with concentrations above cleanup goals.

iv. Proposed Cleanup Plan:

Due to the size, scope and costs involved in cleaning up such a property, the City intends to allocate the Brownfield funds in such a way to benefit the community and improve the property in the most effective and efficient way possible. As such, the City has prioritized the removal and off-site disposal of all remaining onsite ACM prior to building demolition. The City will seek a local Maine Department of Environmental Protection (MDEP) licensed Asbestos Contractor with trained and licensed personnel to conduct asbestos removal activities, allowing for future demolition of the structures using conventional construction equipment and technologies. In addition, with remaining funds, the City will target AOC 5 for focused excavation and off-site disposal of PCB-containing soils by a qualified, local contractor. Removal will be to a maximum depth of 2 feet below ground surface, resulting in an estimated 75 cubic yards of contaminated soil needing disposal. After proper disposal of excavated soils, AOC 5 will be backfilled with up to 20 inches of clean common borrow covered with a minimum 4-inch-thick topsoil layer.

v. Alignment with Revitalization Plans:

The City's primary goal in this Brownfields Cleanup effort is to improve the quality of life for its citizens. Residents stand to gain a vast number of benefits from the cleanup and use of this property both directly and indirectly. Many conversations have taken place with developers over the years concerning the Site, but the potential burdens, risks and cost overruns associated with such a property have hampered progress. With the use of Brownfield funds, the City believes the property can be cleaned up to a state that will entice a large number of potential developers in the near future. The City has considered many options for future use of the Site, including retail, residential or mixed-use development. The large area of the property could allow for a large retail site with accompanying smaller shops. There has been recent interest in the development of the property into hardware store and an emergency response service building, which would staff police, fire and ambulance services. With a relative lack of public transportation and Caribou's aging population, commercial development of this property would greatly assist the elderly and less mobile neighboring citizens of Caribou in accessing amenities they need and desire. Having emergency response services nearby will also greatly benefit Caribou's older population in providing the life-saving services they need quickly and urgently.

c. Task Descriptions and Budget Table

Task 1: Hiring of a Qualified Environmental Professional

The City of Caribou will hire a firm to serve as the Qualified Environmental Professional (QEP) under this Grant. This firm will meet the requirements of a QEP as defined in 40 CFR § 312.10 and will submit a proposal which clearly defines the tasks, scope, budget and schedule necessary to effectively and efficiently utilize grant funds. The QEP will work in close communication with the City and assist the City directly with cleanup-related tasks, including community outreach, public meetings, implementation and oversight of cleanup activities and submittal of required reports.

The total budget for this task is \$8,000, which excludes project specific costs included in the tasks below.

Task 2: Removal and Offsite Disposal of Asbestos-Containing Materials:

Previous investigations have identified ACM which include tile and pipe insulation and fittings in 4 site buildings and in debris piles around the exterior of the Site. The City intends to hire a MDEP-licensed Asbestos Abatement Contractor, using trained and licensed personnel to conduct removal activities. In order to utilize grant funds to foster local economic prosperity, the City will seek a local contractor. As a cost-saving measure, the removal of ACM will take place before any building demolition.

The total budget for this task is \$87,000, which includes licensed asbestos abatement contractor fees, QEP Work Plan development, construction observation, reporting and public outreach/meetings.

Task 3: Focused Soil Excavation and Off-Site Disposal of PCB-Impacted Soils

In order to use grant funds as effectively and efficiently as possible, the City will target AOC 5 for focused excavation and off-site disposal of PCB-containing soils by a qualified, local contractor. Removal will occur to a maximum depth of two feet below ground surface, resulting in an estimated 75 cubic yards of contaminated soil requiring disposal. After proper disposal of excavated soils, AOC 5 will be backfilled with up to 20 inches of clean common borrow covered with a minimum 4-inch thick topsoil layer.

The total budget for this task is \$33,000, which includes excavation contractor fees, QEP Work Plan development, construction observation, reporting and public outreach/meetings.

Brownfields Cleanup Project Task Budget Table

Budget Categories	Project Tasks			Total
	Task 1) Hiring of a Qualified Environmental Professional	Task 2) Removal and Offsite Disposal of Asbestos-Containing Materials	(Task 3) Focused Soil Excavation and Off-Site Disposal of PCB-Impacted Soils	
Personnel	\$8,000	\$81,000	\$29,000	\$118,000
Fringe Benefits				
Travel ¹		\$2,000	\$2,000	\$4,000
Equipment ²		\$2,000	\$2,000	\$4,000
Supplies		\$1,000		\$1,000
Contractual		\$1,000		\$1,000
Other (specify)				
Total Federal Funding (not to exceed \$200,000)	\$8,000	\$87,000	\$33,000	\$128,000
Cost Share (20% of requested federal funds)³	\$1,600	\$17,400	\$6,600	\$25,600
Total Budget*	\$9,600	\$104,400	\$39,600	\$153,600

¹ Travel to brownfield-related training conferences is an acceptable use of these grant funds.

² EPA defines equipment as items that cost \$5,000 or more with a useful life of more than one year. Items costing less than \$5,000 are considered supplies. Generally, equipment is not required for Cleanup Grants.

³ Applicants must include the cost share in the budget even if applying for a cost share waiver. If the applicant is successful and the cost share waiver is approved, it will be removed in pre-award negotiation.

Reminder: Administrative costs, such as indirect costs, of grant administration with the exception of financial and performance reporting costs are ineligible grant activities.

*: Total budget includes the cost share amounts.

d. Ability to Leverage

The City has recently been awarded an Economic & Infrastructure Development (EID) Grant from the Northern Border Regional Commission (NBRC); a Federal-State partnership for economic and community development in northern Maine, New Hampshire, Vermont and New York. Grant funds amount to \$100,000, with a match amount of \$42,780, totaling \$142,780, and were allocated to “demolish and clean up the former Birdseye processing plant on Route 1 for eventual reuse.” The specific focus of grant fund uses targets building demolition, additional ACM survey of debris piles, and the consolidation and cleanup of refuse/debris.

The use of funds from this EID grant will satisfy an immediate need for the citizens of Caribou in the removal of dilapidated, blighted buildings and debris from the heart of their downtown area. The sharp contrast in appearance alone will entice developers and increase interest in the property. Local citizens will immediately be aware of the site's future potential and will be driven to ensure the success of future uses. This sparking of interest and involvement will help facilitate the effective use of the EID grant funds as well as Brownfields Cleanup Grant Funds

The former Birdseye Plant will benefit immensely from the use of EID funds and Brownfields Cleanup funds working in concert. The tasks outlined for the combined grants are synergetic and will help ensure the timely development of the property into useful retail shops, emergency services or other resources needed in the community. The sooner the property becomes development-ready, the sooner local residents will benefit.

A table providing basic information about the leveraged resources is provided below.

Source	Purpose/Role	Amount (\$)	Status (Secured resource with attached documentation, pending, or potential resource).
Northern Border Regional Commission (NBRC)	Economic & Infrastructure Development (EID) Grant Program: Grant funding allocated to the demolition of site buildings and removal of site refuse/debris.	\$100,000	Secured resource with attached documentation.

3. Community Engagement and Partnerships

a. Engaging the Community

The City of Caribou is committed to involving the community and other stakeholders, such as neighborhood organizations, citizen groups, borrowers, and developers, in this process, especially the people residing in and around the downtown area, where the former Birdseye Plant is located. To accomplish this, the City management and QEP will conduct regular notifications and information updates regarding the status of the cleanup activities as they occur and encourage questions and feedback from citizens via outlets such as social media, email and mail. The City is currently seeking out non-governmental groups to commit their support to our Brownfields program and help with engaging the community, cleanup decisions, and future development planning.

Since the former Birdseye Plant has been a local concern for many years, citizens are already attuned to that status of cleanup potential and redevelopment. Citizens have also expressed concerns related to welfare, health and safety and community disruption with respect to cleanup activities. Noise pollution, increased dust generation and increased traffic are conditions commonly associated with cleanup activities on this scale and the City will be vigilant in seeking out and considering public concerns. The City will ensure the public has a means to satisfactorily convey their concerns via social media, email, mail or during public meetings. Due to Caribou's relatively small size, City management staff is well connected and accessible to the local citizenry and many requests, questions and concerns tend to be addressed verbally. The City will make sure they have a consistent, reliable presence both in the Municipal Building and in venues frequently visited by the public.

Several methods will be used by the City to ensure no significant negative impacts from site cleanup activities are experienced by local residents. Work exclusion zones will be established and clearly marked, discouraging residents from approaching the work site; air quality will be monitored during excavation activities; dust suppression methods will be enacted (if necessary) to minimize the migration of particulates offsite; loud mechanical activities will take place during midday to minimize disturbances to sleeping residents; and the mobilization of heavy equipment and staff will occur during non-commuting hours or during a time there is otherwise minimal traffic to reduce potential for congestion.

The City will ensure they have a means to satisfactorily communicate progress of the cleanup project to community members via several outlets. Due to Caribou's relatively older population, communications will be appropriate for this demographic and will primarily be in the form of newspaper posts, flyers and mailings. The City will also communicate electronically via social media posts and email. Due to Caribou's relatively small size, City management staff is well connected and accessible to the local citizenry and a significant portion of information is transferred verbally. The City will give progress updates at public community meetings, where they will solicit comments and questions. The City will also make sure they have a consistent, reliable presence both in the Municipal Building and in venues frequently visited by the public to both inform the public, but also address any questions or concerns.

b. Partnerships with Government Agencies

The City of Caribou will work closely with the MDEP during the performance period of this Cleanup Grant. The MDEP will assist through review of work plans, oversight of field work, review of documents, and remedial plans. The City will also work with MDEP to enter sites into the MDEP's Voluntary Remediation Action Program (VRAP), which will provide liability releases and will aid in redevelopment. Working closely with the MDEP will ensure that concentrations of contaminants within the targeted areas of concern fall below their respective published Remedial Action Guidelines (RAGs) or within background concentrations.

c. Partnerships with Community Organizations

The City is currently seeking out partnerships with community organizations.

d. Partnerships with Workforce Development Programs

The City is currently seeking out partnerships with workforce development programs.

Due to the City of Caribou's current socioeconomic plight, a concerted effort is being made to hire local companies to assist with cleanup activities.

2. Project Benefits

a. Welfare, Environmental, and Public Health Benefits

Using these grant funds to clean up the former Birdseye Plant will have welfare, environmental and public health benefits that not only will directly improve the lives of Downtown Caribou residents, but will have reverberations for the Aroostook County region as a whole. Local residents and visitors that were once greeted by a blighted, dilapidated property in the heart of downtown will be encouraged by the great potential of a development-ready property that can improve their lives and the lives of their neighbors. As stated above, the current status of the Site poses a significant risk to physical health and well-being both for Caribou residents and those visiting their city. The strong reduction of contaminants, especially in the surface and near-surface will severely limit the potential for contaminant-containing stormwater discharges directly into the Aroostook River, improving river water quality and sensitive ecological receptors, such as the small population of Atlantic Salmon. The removal of known contaminants, such as ACM and PCBs will directly reduce the risk of inhalation and dermal contact exposure to trespassers on the property, a demographic typically consisting of children and teenagers. Future development of the property is expected to consist of retail shops and an emergency response facility. The proximity to these retail shops, with much needed amenities will greatly benefit the health and wellbeing of citizens, especially seniors lacking reliable transportation. A new emergency services building will also improve the health and wellbeing of local citizens, who will see faster response times during medical emergencies fires and criminal activity.

b. Economic and Community Benefits

As stated earlier, Caribou is at a major crossroad in the Region. Many consumers drive through the downtown area on their way to retail shops in southern Maine. The development of the former Plant into retail shops would not only benefit local residents, but provide access to much needed amenities for Aroostook County and neighboring Canadian citizens. These new businesses will provide jobs, directly lowering the unemployment rate. Shoppers that once spent their money in southern Maine will be more inclined to remain in the area, saving time and gas and stimulating the local economy. An emergency services building, housing ambulances, fire trucks and police cruisers will employ an estimated 35 regular personnel. This will not only reduce unemployment, but provide potentially life-saving services in very close proximity to an aging population. The community will also benefit residents by instilling hope and pride in the future economic growth of a City that has been in consistent decline for decades.

3. Programmatic Capability and Past Performance

a. Audit Findings

The City of Caribou has not had any adverse audit findings, especially with concern to the administration and use of any grants.

b. Programmatic Capability

During the performance period of this grant, Dennis Marker, the City Manager of Caribou, will be the project manager. Mr. Marker has a Masters of Public Administration from Brigham Young University and has experience in Economic Development, Events Coordination, Human Resources, Code Enforcement and Planning. Mr. Marker will receive assistance from his executive assistant, Denise Lausier, as well as staff from the Public Safety Department to complete specific programmatic tasks, including cleanup activities and reporting will be conducted by the QEP hired by the City. The QEP will be hired by strictly adhering to EPA Solicitation Clauses as well as all State and municipal laws. The QEP will have in-house or subcontracted experts in all relevant cleanup fields, including State-required licensees.

c. Measuring Environmental Results: Anticipated Outputs/Outcomes

The City will work closely with the QEP to enter information into the EPA's Assessment Cleanup and Redevelopment Exchange System (ACRES) database on a consistent and timely basis. Quarterly status updates as well as detailed reports will be submitted to the EPA and uploaded to the ACRES database. Reports will be filed after each task of the cleanup is complete (i.e. Removal and Offsite Disposal of Asbestos-Containing Materials and Focused Soil Excavation and Off-Site Disposal of PCM-Impacted Soils). With the use of these grant funds, it is anticipated that ACM will be successfully removed from onsite structures and targeted excavation and removal of PCB-impacted soils within AOC 5 will result in soils below MDEP RAG or background concentrations. These stated outputs are in full alignment with the goals stated in EPA's Proposed Strategic Plan for Fiscal Year 2018-2022, specifically Objective 1.3 – "Revitalize Land and Prevent Contamination." The outcome from these cleanup activities will be demonstrated by the immediate improvements to socioeconomic conditions in the City. The removal of contaminated materials will inspire development of the property into potential retail shops and an emergency services building, increasing access to nearby amenities and services, assisting an aging community, providing jobs and revenue, increasing the values of nearby properties and providing the productive use of a property which has been underutilized for over a decade.

d. Past Performance and Accomplishments

i. Currently or Has Ever Received an EPA Brownfields Grant

The City of Caribou has never received an EPA Brownfields Grant

ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements

1. Purpose and Accomplishments

As described earlier, the City of Caribou was recently awarded an Economic & Infrastructure Development (EID) Grant from the Northern Border Regional Commission (NBRC); a Federal-State partnership for economic and community development in northern Maine, New Hampshire, Vermont and New York. Grant funds amount to \$100,000, with a match amount of \$42,780, totaling \$142,780, and were allocated to “demolish and clean up the former Birdseye processing plant on Route 1 for eventual reuse.” The specific focus of grant fund use targets building demolition and the consolidation and cleanup of refuse/debris. This grant was recently awarded and therefore no grant-related tasks have yet been accomplished.

2. Compliance with Grant Requirements

As stated above, no grant-related tasks have yet been accomplished, therefore the status of compliance with grant requirements is not applicable.



Engineers ♦ Environmental Scientists ♦ Surveyors

November 2, 2017

Mr. Dennis Marker
City of Caribou
25 High Street
Caribou, Maine 04736

RE: Updated/Draft Analysis of Brownfields Cleanup Alternatives | Former Birdseye Plant
27 Birdseye Avenue, Caribou, Maine

Mr. Marker:

CES, Inc. (CES) has updated an Analysis of Brownfields Cleanup Alternatives (ABCA) for the former Maine Frozen Foods Property located on Birdseye Avenue in Caribou, Maine (the Site). The original ABCA was submitted on January 22, 2015. Since this submission, additional activities have taken place onsite which have changed site conditions and characteristics. This ABCA update addresses those changes and provides current options for remedial alternatives. The purpose of this ABCA is to develop, evaluate, and recommend remedial alternatives to reduce the risk of human exposure to contaminants identified in surficial soils at concentrations exceeding respective Maine Department of Environmental Protection (MDEP) Remedial Action Guidelines (RAGs) and/or background concentrations. This ABCA also addresses the threat from asbestos containing materials (ACM) remaining in the site facilities. Contaminated surficial soils (designated within Areas of Concern [AOC] 5, 7 and 8) were characterized during Phase II Environmental Site Assessment (ESA) activities outlined in County Environmental Engineering's (CEE) report entitled *Phase II Environmental Site Assessment, Former Maine Frozen Foods Property, 27 Birdseye Avenue, Caribou Maine*, dated February 25, 2014. Additional characterization and delineation of surface soils in AOC 5 is outlined in a Limited PCB Soil Testing Report, submitted by CES in January 2015. An Asbestos Demolition Impact Survey Report was submitted by CES in January 2015 and a Limited Asbestos Demolition Impact Survey, focusing on the (now demolished) Sand Shed was completed in February 2015. This ABCA develops, evaluates, and recommends remedial alternatives to address impacts associated with the three AOCs and remaining ACM.

The ABCA was updated at the request of the City of Caribou (The City) in order to apply for a Brownfields Cleanup Grant from the United States Environmental Protection Agency (USEPA).

SECTION 1.0 | INTRODUCTION

1.1 Site Location

The Site consists of an approximately 21.62-acres and is located at the southwest corner of the Route 1 and Fort Street intersection in Caribou, Maine. Refer to **Figure 1** for a Site Location Map. Current Site development consists of an 83,600-square foot concrete block industrial building (the Main Production Building), a bioethane building, oil silos and boiler



house. Site developments and location of current structures as well as recently demolished structures (the Frozen Foods Building, a Scale House and Sand Shed) is illustrated on the Site plan included as **Figure 2**. The southwest corner of the property is commonly referred to as the Upper Cooler Yard and the southernmost portion of the property is known as the Boneyard. The Site is identified by the City of Caribou Tax Assessor's Office as Lots 74, 74A, 74B, 74C, and 74E on Tax Map 27, Lot 57 on Map 28, and Lots 2B and 146 on Map 25. A legal description of the property is recorded at the Aroostook County Registry of Deeds in Book 3799 on Pages 193 and 198. According to the deed, the Site property is subject to several easements and rights-of-way. The property is within the Industrial 2 Zone and is currently vacant. According to the *Structural Inspections* report submitted by Criterium Brown Engineers on January 7, 2015, site structures range in condition from fair to poor (dilapidated). Miscellaneous debris is reportedly piled north of the "Boneyard" and unnatural mounding and depressions with partially buried debris has been reported in the wooded area at the southern site boundary. Additionally, records reviewed indicate that public water lines, sanitary sewer lines, and stormwater lines, as well as process waste piping, are located at the Site. Other subsurface structures include a concrete trench west of the former Frozen Foods Building footprint and pits below the floor of the Blast and Freon tunnels and the Plant's pump room.

The area surrounding the Site consists of commercial and residential properties served by municipal water and sewer. Two inactive bedrock wells are located on-site, north and south of the Plant; however, the Site is serviced by municipal water and sewer.

General topography at the Site is flat, with regional topography gradually sloping eastward towards the Aroostook River. The United States Geological Survey (USGS) Caribou, Maine 7.5 Minute Topographic Quadrangle Map includes the Site and surrounding properties and shows the Site is at an approximate elevation of 460 feet above mean sea level. According to the 1985 *Bedrock Geologic Map of Maine*, Bedrock at the Site is identified as interbedded pelite and limestone and/or dolostone of the Spragueville Formation (Sspr). According to the 1985 *Surficial Geologic Map of Maine*, the primary geologic unit in the area of the site is till (t), which is described as a heterogeneous mixture of sand, silt, clay, and stones. According to boring logs included in CEE's Phase II ESA, surficial soils at the Site primarily consist of gravel fill overlying native till.

1.2 Site History

Review of available information indicates that the Site was operated as a vegetable freezing and potato product plant between the years of 1943 and 1991. Prior to development in 1943, the site was reportedly undeveloped farmland.

1.3 Previous Environmental Site Assessments

A Phase I Site investigation performed by County Environmental Engineering (CEE) in July of 2013 reported the following Recognized Environmental Conditions (RECs):

1. Documented contamination in the Boneyard
2. Documented soil contamination in the Upper Cooler Yard
3. Documented soil contamination at the Quonset Buildings
4. Registered #6 Fuel Oil USTs at the Boiler Room
5. Registered #6 Fuel Oil USTs at the High-Pressure Boiler Room

6. Registered Gasoline UST at the Security Office
7. Debris pile north of the Boneyard
8. Partially Buried Debris South of the Boneyard
9. Potential petroleum contamination from offsite-sources to the west
10. Transformers at the northwest corner of the Storage Freezer Building

Based on the findings of the Phase I ESA and identified RECs, CEE concluded that additional assessment and investigation was warranted. Specifically, CEE recommended performing a Phase II subsurface investigation. On November 25 and 26, 2013, CEE performed the following work as part of a Phase II ESA for the Site:

- ♦ Collected 15 soil samples;
- ♦ Collected six groundwater samples;
- ♦ Collected two water samples from off-site downgradient private water supply wells; and
- ♦ Collected three transformer oil samples.

Samples collected from the on-site water supply wells, downgradient monitoring wells, and nearest active private water supply wells indicate that groundwater at the site does not exceed the Maine Center for Disease Control (CDC) Maximum Exposure Guidelines (MEGs).

Laboratory analysis of soil samples reported petroleum contamination in site surficial soils above the MDEP Tier 1 leaching to groundwater and direct contact guidelines.

Based on the data collected during this Phase II ESA, CEE recommended the following:

1. Develop a Soil Management Plan for the Site that addresses the identified contamination in accessible soils and potential contamination at depth in the Boneyard and UST areas. See **Figure 2** for a Site Plan depicting the Areas of Concern.
2. Properly secure the on-site water supply wells by capping and locking.
3. On-site debris, partially buried debris, and any remaining universal waste should be managed for disposal or recycling in accordance with Maine Solid and Universal Waste Regulations.
4. Conduct a complete asbestos survey of the entire site prior to reuse, renovation, or demolition.
5. Submit a Voluntary Response Action Program (VRAP) application to the MDEP to obtain liability protections.

Phase II investigations, findings and recommendations summarized above were reported in the *Phase II Environmental Site Assessment – Former Frozen Foods Property, 27 Birdseye Avenue Caribou, Maine* dated February 25, 2014.

Additionally, a review of the Phase II ESA by CES observed that the Polychlorinated Biphenyls (PCB) concentrations identified in the soil samples require notification to the USEPA Toxic Substance Control Act (TSCA) unit and remediation to less than 1 ppm. Based on the findings of the Phase II ESA, additional soil samples were collected by CES to further delineate the extent of PCB concentrations within AOC 5. On December 3, 2014, CES performed the following work as part of a Limited PCB Soil Testing Investigation:

- ♦ Collected surficial soil samples (0-6 inches below ground surface) from 10 discrete locations surrounding surface soil location SS08 in AOC 5 from the Phase II ESA. Need to add a discussion about the results and cite the report. This is why the PCN cleanup is now in the ABCA, although dismissed in the Phase II.

An Asbestos Demolition Impact Survey Report was submitted by CES in January 2015. Completion of the survey included: review of previously completed asbestos-containing materials (ACM) surveys, visual identification of suspect ACM on the interior and exterior of each structure, collection of 75 bulk samples of suspect ACM in accordance with MDEP regulations, and quantification of ACM identified by laboratory analysis. The following ACM were identified by CES:

Main Production Building

- ♦ 616 square feet of 9x9 floor tile and associated adhesive;
- ♦ 805 linear feet of pipe insulation;
- ♦ 60 square feet of water tank end cap insulation;
- ♦ 2 cubic yards of ACM debris.

Frozen Foods Building

- ♦ 320 square feet of 12x12 floor tile and associated adhesive;
- ♦ 42 linear feet of pipe insulation; and
- ♦ 3 mud insulated pipe fittings.

Oil Silos

- ♦ 1,500 square feet of tank insulation;
- ♦ 20 linear feet of pipe insulation; and
- ♦ 4 mud insulated pipe fittings.

Boiler House

- ♦ 640 linear feet of pipe insulation;
- ♦ 2 cubic yards of cementitious wall board debris;
- ♦ 1 cubic yard of gasket material; and
- ♦ 2 cubic yards of ACM debris.

Scale House

The Scale House roof was not accessible at the time of the assessment due to the presence of built up ice. Suspect ACM was not identified on the interior of the building however, suspect ACM asphalt shingle roofing is present on the exterior of the building and requires future sampling.

Sand Shed

Suspect ACM was not identified on the interior of the building however, suspect ACM asphalt shingle roofing was present on the exterior of the building and required future sampling. At the request of the City, CES conducted a subsequent Limited Asbestos Demolition Impact Survey, focusing specifically on the Sand Shed building. This survey was conducted on February 10, 2015 by a Maine-State certified asbestos inspector. According to the Limited Asbestos Demolition Impact Survey Report, submitted by

CES on February 26, 2015, laboratory analysis did not identify any of the sampled materials collected from the Sand Shed as ACM.

Since this survey was conducted, the Frozen Foods Building, Scale House and Sand Shed have been demolished and no longer exist on the site.

Some quantities of ACM were removed and properly disposed of by Statewide Asbestos Removal between September 24, 2015 and December 14, 2015. Removed ACM consisted of 2,800 square feet of transite/paneling and 60 linear feet of pipe from the Boiler House, and 500 square feet of boiler covering from the Main Production Building.

CES also identified suspect ACM roofing (all site structures) and within debris piles on exterior portions of the Site. Due to the limitations of the survey outlined in CES' report, these materials were unable to be sampled; therefore, a supplemental investigation will be required to characterize these items.

Additionally, as part of the facility assessment, CES attempted to quantify potentially hazardous materials that, upon demolition, may be considered to be hazardous or universal waste. The following items were identified: fluorescent light ballasts, fluorescent light tubes, mercury thermostat, emergency light batteries, sodium vapor lamps, computer monitors, miscellaneous electrical components, a large AST (size and former usage unknown), a 275-gallon fuel oil AST, a 1,000 –gallon Glycol AST, and a 2,000-gallon ammonia AST.

1.4 REMEDIAL OBJECTIVES

The purpose of this ABCA is to develop, evaluate, and recommend remedial alternatives for: Mitigating the risk of human exposure to PCB and petroleum compounds identified in surficial soils at concentrations exceeding their respective MDEP RAGs and/or background concentration, and identified ACM within or on the interior or exterior of the site structures. The remedial objectives for the AOCs are to minimize the possibility of human and ecological receptor exposure to contaminated soils and/or ACM to facilitate re-use and/or rehabilitation of the existing site structures and development/redevelopment of the property.

Remedial alternatives that do not result in complete removal of contaminated soils will require a deed restriction. The restriction will prohibit excavation activity in areas of known contamination without first notifying MDEP to receive permission.

1.5 REGIONAL AND SITE VUNERABILITIES

According to the US Global Change Research Program (USGCRP), many of the recent global climate trends observed by research institutions and organizations have also been observed in the northeastern US. These trends include average temperature and extreme precipitation. The northeast has experienced a greater recent increase in extreme precipitation than any other region in the US. As such, flooding has become a more common occurrence, especially in coastal communities and communities near rivers.

According to the Federal Emergency Management Agency (FEMA), the Site is located within a Zone C of the Aroostook River, the nearest major water body to the Site. Zone C areas are described as areas of minimal flooding. Although greater flood waters may be observed in the Aroostook river based on the frequency of extreme precipitation events, no recent historical flooding of the Aroostook river has been recorded as impacting the Site.

Since the majority of the site is covered by vegetated and permeable surfaces, stormwater runoff and the potential for erosion is minimal.

Based on the current nature of the property and its potential future use, changes in climate, including temperature and extreme precipitation are not expected to significantly impact the Site.

SECTION 2.0 | EVALUATION OF REMEDIAL ALTERNATIVES

The remedial objectives for this ABCA are to prevent human dermal contact with reported PCB, PAH, and VOC-contaminated soil and to mitigate the potential for human receptor exposure to asbestos fibers.

2.1 CONSIDERED ALTERNATIVES: CONTAMINATED SOIL REMEDIATION

Extractable Petroleum Hydrocarbons (EPH) and Volatile Organic Compounds (VOCs) were identified in site surficial soils at concentrations exceeding MDEP RAGs for direct contact and site background levels in Areas of Concern 7 and 8. PCBs were identified in surficial soils in AOC 5 surrounding the former transformer pad in exceedance of TSCA clean-up guidance concentrations. The primary risk associated with this contamination is direct human contact with the soil. Three (3) remedial options have been identified to meet the remedial objectives for each Area of Concern:

AOC 5 – Transformer Pad at the High-Pressure Boiler Room

Sampling of surficial soils surrounding the former transformer pad identified PCB impacts at concentrations above 1 ppm. Impacts to soil resulted from a source with an unknown PCB concentration; therefore, TSCA rules mandate that the concentration of the unknown source be assumed to be greater than 50 ppm. In this scenario, the only option under TSCA rules is to conduct a focused soil excavation for complete removal of impacted soils and subsequent confirmatory sampling of remaining soil in the removal area.

Option 1 – Focused Soil Excavation and Off-Site Disposal: Surficial contaminated soil within the AOC will be removed to a depth of two (2) feet and disposed off-site at a licensed solid waste facility (Juniper Ridge Landfill in Old Town, Maine). The excavation will be backfilled with clean fill and topsoil, then seeded and mulched.

AOC 7 – Debris Pile North of Boneyard

Option 1 – Focused Soil Excavation and Off-Site Disposal: Surficial contaminated soil within the AOC will be removed to a depth of two (2) feet and disposed off-site at a licensed solid waste facility. The excavation will be backfilled with clean fill and topsoil, then seeded and mulched.

Option 2 – Excavation, On-Site Consolidation and Covering with On-Site Material: Following excavation of a consolidation area at the center of the Site (Boneyard), surficial

contaminated soil within the AOC will be removed to a depth of two (2) feet and placed in the excavation. A marker layer will be placed over the consolidated material and the excavation backfilled with non-impacted fill and topsoil, then seeded and mulched. Any buried debris that is encountered will be excavated and segregated for off-site disposal. A deed restriction would be required as a portion of this option to acknowledge impacted soil as remaining on-site.

Option 3 – “No Action”: The Site will remain as currently developed.

AOC 8 – Partially Buried Debris South of Boneyard

Option 1- Focused Soil Excavation and Off-Site Disposal: Surficial contaminated soil within the AOC will be removed to a depth of two (2) feet and disposed of off-site at a licensed solid waste facility. Encountered debris will be segregated and stockpiled for disposal. The excavation will be backfilled with clean fill and topsoil, then seeded and mulched.

Option 2 – Excavation, On-Site Consolidation and Covering with On-Site Material: Following excavation of a consolidation area at the center of the Site (Boneyard), surficial contaminated soil within the AOC will be removed to a depth of two (2) feet and placed in the excavation. A marker layer will be placed over the consolidated material and the excavation backfilled with non-impacted fill and topsoil, then seeded and mulched. Any buried debris that is encountered will be excavated and segregated for off-site disposal. A deed restriction would be required as a portion of this option to acknowledge impacted soil as remaining on-site.

Option 3 – “No Action”: The Site will remain as currently developed. A deed restriction would be required as a portion of this option to acknowledge impacted soil as remaining on-site.

These alternatives were selected based upon their 1) implementability, 2) cost associated with completion of the alternative, and 3) effectiveness of the alternative. The estimated costs provided for these options are based on information obtained from a limited number of sources; actual costs may vary based upon bid results.

2.1.1 AOC 5 Option 1: Soil Remediation via Focused Excavation and Off-Site Disposal

A focused soil excavation will be conducted to remove contaminated surficial soils within the AOC as indicated on **Figure 2**. Removal will be to a maximum depth of 2 feet below ground surface. A 2-foot excavation will result in an estimated 75 cubic yards (in-place volume) of contaminated soil requiring disposal. A 2-foot excavation within the footprint of AOC 5 would result in approximately 75 cubic yards of removed soil.

The excavation will then be backfilled with up to 20 inches of clean common borrow covered with a minimum 4-inch-thick topsoil (loam) layer. Disturbed surfaces on the Site will be seeded and mulched.

Effectiveness

This option will meet remedial objectives. Protection of human health and the surficial environment will be achieved by off-site disposal of excavated contaminated soils, with

remaining subsurface soils covered by 24 inches of clean soil. The potential for future direct exposure and migration will be removed from the Site. This option will provide long-term effectiveness and permanence.

Implementation of this alternative could have potential short-term adverse effects on site workers. Risks to site workers during relocation of contaminated soil activities will be minimized by an “awareness training program” and the development and adherence of a site-specific Health and Safety Plan (HASP). The HASP will also address the reduction of potential risks to Site workers during excavation and backfilling activities, as well as during the loading of materials for off-site disposal. Excavation and handling of contaminated soils could result in particulate emissions and must be managed by implementing dust control measures.

Implementability

This alternative uses well-demonstrated and readily available technologies. It is anticipated that excavation, relocation and/or off-site disposal of contaminated soils can be completed safely. An excavation contractor using trained personnel will conduct soil removal, backfill and Site restoration activities.

Removal of contaminated soils will require using both an excavator and hand labor, resulting in a longer than normal construction period. This method will also require establishment of a temporary stockpile location if direct loading of contaminated soils is not utilized.

Site restoration activities will be consistent with existing conditions of both lawn and developed areas. Placement of clean fill, grass cover and mulch will provide erosion and sediment control for excavated areas.

Resilience to Potential Adverse Impacts

Due to the removal of contaminated soils, as well as proper seeding and mulching of the disturbed surfaces, extreme weather events are not expected to significantly impact the Site by using this remedial option.

Cost

Costs for this alternative consist of direct and indirect costs. In determining the cost of this option, the estimated quantity of soil to be removed and disposed off-site was based on the AOC delineated on **Figure 2**. The provided estimate does not consider the cost of future development.

The cost of this work is estimated at \$33,000 for AOC 5. **Table 1** summarizes the cost estimate for this alternative.

Table 1 | Option #1 Estimate of Probable Costs for AOC 5

Work Items	Unit Price	Unit	Quantity	Estimated Cost
Mobilize/Demobilize	\$2,000.00	Unit	1	\$2,000.00
Erosion & Sediment Controls	\$1,000.00	LS	1	\$1,000.00
Common Excavation (Equipment and Labor)	\$12.00	CY	75	\$900.00
20" Common Borrow (In-place measure)	\$20.00	CY	56	\$1,120.00
4" Topsoil (In-Place Measure)	\$24.00	CY	19	\$456.00
Seed & Mulch	\$50.00	UNIT	1	\$50.00
Haul and Dispose of Impacted Materials	\$150.00	TN	115	\$17,250.00
Subtotal				\$22,776.00
Contingency	15%	% Total		\$3,416.40
Health & Safety	1%	% Total		\$227.76
Construction Observation	\$125.00	Hours	20	\$2,500.00
Analytical (PCBs)	\$90.00	Each	41	\$3,690.00
Estimated Total				\$32,610.16
Estimated Total				\$33,000.00

2.1.1 AOC 7 Option 1: Soil Remediation via Focused Excavation and Off-Site Disposal

A focused soil excavation will be conducted to remove contaminated surficial soils within the AOC as indicated on **Figure 2**. Removal will be to a maximum depth of 2 feet below ground surface. A 2-foot excavation will result in an estimated 3,200 cubic yards from AOC 7 for a total in-place volume of 4,800 cubic yards (in-place measure)

The excavation(s) will then be backfilled with up to 20 inches of clean common borrow covered with a minimum 4-inch-thick topsoil (loam) layer. Disturbed surfaces on the Site will be seeded and mulched.

Effectiveness

This option will meet remedial objectives. Protection of human health and the surficial environment will be achieved by off-site disposal of excavated contaminated soils, with remaining subsurface soils covered by 24 inches of clean soil. The potential for future

direct exposure and migration will be removed from the Site. This option will provide long-term effectiveness and permanence.

Implementation of this alternative could have potential short-term adverse effects on site workers. Risks to site workers during relocation of contaminated soil activities will be minimized by an “awareness training program” and the development and adherence of a site-specific HASP. The HASP will also address the reduction of potential risks to Site workers during excavation and backfill activities, as well as during loading material for off-site disposal. Excavation and handling of contaminated soils could result in particulate emissions and must be managed by implementing dust control measures.

Implementability

This alternative uses well-demonstrated and readily available technologies. It is anticipated that excavation, relocation and/or off-site disposal of contaminated soils can be completed safely. An excavation contractor using trained personnel will conduct soil removal, backfill and Site restoration activities.

Removal of contaminated soils will require using both an excavator and hand labor, resulting in a longer than normal construction period. This method will also require establishment of a temporary stockpile location if direct loading of contaminated soils is not utilized.

Site restoration activities will be consistent with existing conditions of both lawn and paved areas. Placement of clean fill, grass cover and mulch will provide erosion and sediment control for excavated areas.

Resilience to Potential Adverse Impacts

Due to the removal of contaminated soils, as well as proper seeding and mulching of the disturbed surfaces, extreme weather events are not expected to significantly impact the Site by using this remedial option.

Cost

Costs for this alternative consist of direct and indirect costs. In determining the cost of this option, the estimated quantity of soil to be removed and disposed off-site was based on the AOC delineated on **Figure 2**. The provided estimate does not consider the cost of future development.

The cost of this work is estimated at \$405,000 for AOC 7. **Table 2** summarizes the cost estimates for this alternative.

Table 2 | Option #1 Estimate of Probable Costs for AOC 7

Work Items	Unit Price	Unit	Quantity	Estimated Cost
Mobilize/Demobilize	\$2,000.00	Unit	1	\$2,000.00
Erosion & Sediment Controls	\$1,000.00	LS	1	\$1,000.00
Common Excavation (Equipment and Labor)	\$12.00	CY	3,200	\$38,400.00
20" Common Borrow (In-place measure)	\$20.00	CY	2,670	\$53,400.00
4" Topsoil (In-Place Measure)	\$24.00	CY	530	\$12,720.00
Seed & Mulch	\$50.00	UNIT	44	\$2,200.00
Haul and Dispose of Impacted Materials	\$45.00	TN	4,800	\$216,000.00
Subtotal				\$325,720.00
Contingency	15%	% Total		\$48,858.00
Health & Safety	1%	% Total		\$3,257.20
Waste Characterization Samples	\$1,000.00	Each	20	20,000.00
Construction Observation	\$125.00	Hours	50	\$6,250.00
Analytical (EPH & VPH)	\$300.00	Each	4	\$1,200.00
Estimated Total				\$405,285.20
Estimated Total				\$405,000.00

2.1.2 AOC 7 Option 2 - Soil Remediation via Excavation and Relocation On-Site

This option requires construction of an area to consolidate impacted surficial soils excavated from the Site. The proposed consolidation area is identified as the Boneyard and is located on the southern portion of the property (refer to **Figure 2**). According to the Phase II ESA, contaminated surficial soils are not present in the area. An estimated 230 foot by 230 foot area, excavated to a depth of 6 feet, would accommodate the 7,825 cubic yards of impacted material anticipated from AOCs 7 and 8, while allowing for replacement of 2 feet of existing clean fill. An excavator will be utilized to load haul-trucks with non-impacted soils for temporary stockpiling onsite until the material is needed for reuse as cover.

Following excavation of the consolidation area to a depth of 6 feet, surficial contaminated soil within the select AOC(s) (refer to **Figure 2**) will be removed to a depth of 2 feet and placed in the excavation. Based on the anticipated available volume, the excavation will

be filled with approximately 2 feet of impacted soil, to approximately 24 inches below ground surface. A marker layer will be placed over the consolidated material and the remaining excavation will be backfilled with approximately 20 inches of previously removed non-impacted soil and 4 inches of topsoil. The topsoil layer will be graded to drain, then seeded and mulched.

The remaining non-impacted soil removed from the consolidation area will be used as 20 inches of backfill within those areas where surficial soils were removed. A marker layer will be placed prior to backfill. This clean soil will be covered with 4 inches of topsoil to match existing grade, then seeded and mulched. Grades will be adjusted as necessary to achieve a balanced cut and fill.

Effectiveness

This option will meet remedial objectives. Protection of human health and the environment will be achieved by relocating impacted soils beneath a soil cover system. The potential for future direct exposure and migration will be minimized at the Site. This option will provide long-term effectiveness and permanence unless unauthorized excavation/disturbance of the covered soil occurs. Institutional controls requiring MDEP approval will be required before conducting activities that may disturb the capped soil.

Implementation of this alternative could have potential short-term adverse effects on site workers. Risks to site workers during relocation of impacted soil activities will be minimized by an “awareness training program” and the development and adherence of a site-specific HASP. The HASP will also address the reduction of potential risks to Site workers during excavation and consolidation activities. Removal and handling of contaminated soils could result in particulate emissions and must be managed by implementing dust control measures.

Implementability

This alternative uses well-demonstrated and readily available technologies. It is anticipated that removal and relocation of impacted soils can be completed safely. An excavation contractor using trained personnel will conduct soil removal and soil cover system construction activities.

The location and final grade of the consolidation area may limit site drainage and development options; although the non-impacted cover soil could be removed and covered with pavement (e.g., driveway/parking area). Future Site redevelopment activities will need to consider that contaminated soils and other environmental concerns (as reported in the Phase II ESA) remain at the Site.

The excavation, handling, and placement of impacted soils will be performed using conventional construction equipment and technologies. Groundwater is estimated at approximately 8 to 10 feet below ground surface and should not be encountered if excavation depth does not exceed 6 feet.

Removal of non-impacted soils will require using an excavator and a haul trucks and establishment of temporary onsite stockpile location.

Placement of clean fill, grass cover and mulch will be consistent with existing site landscaping and provide long-term erosion and sediment control for excavated areas and the soil cover system.

Resilience to Potential Adverse Impacts

Due to the burial of contaminated soils at least 2 feet below ground surface, as well as placement of clean fill, grass cover and mulch on disturbed surfaces, extreme weather events are not expected to significantly impact the Site by using this remedial option.

Cost

Costs for this alternative consist of direct and indirect costs. The cost of this work is estimated at \$243,000 for AOC 7. **Table 3** summarizes the cost estimate for this alternative.

Table 3 | Option #2 Estimate of Probable Costs for AOC 7

Work Items	Unit Price	Unit	Quantity	Estimated Cost
Mobilize/Demobilize	\$2,000.00	Unit	1	\$2,000.00
Erosion & Sediment Controls	\$1,000.00	LS	1	\$1,000.00
Common Excavation (excavate Impacted Soil and construct consolidation area)	\$12.00	CY	6,400	\$76,800.00
Place Impacted Soil in Consolidation Area	\$12.00	CY	3,200	\$38,400.00
Place Marker Layer (Plastic Safety Fence)	\$0.10	SF	21,609	\$2,160.90
Place Cover in Consolidation Area and backfill Excavation area(Machine)	\$18.00	CY	3,200	\$57,600.00
4" Topsoil (In-place measure)	\$24.00	CY	800	\$19,200.00
Seed & Mulch	\$50.00	UNIT	66	\$3,300.00
Site Restoration	\$500.00	LS	1.0	\$500.00
Subtotal				\$200,960.90
Contingency	15%	% Total		\$30,144.14
Health & Safety	1%	% Total		\$2,009.61
Construction Observation	\$125.00	Hours	70	\$8,750.00
Analytical (EPH & VPH)	\$300.00	Each	4	\$1,200.00
Estimated Total				\$243,064.64
Estimated Total				\$243,000.00

2.1.3 Option 3: No Action

No action would be taken, and the Site would remain unchanged.

Effectiveness

Contaminated soil is present at the ground surface within AOC 7; therefore, the potential for direct exposure exists. A No Action alternative will not provide long-term effectiveness and permanence.

Implementability

This alternative does not mitigate exposure to existing contaminated surficial soils known to be present on the Site.

Resilience to Potential Adverse Impacts

Potential adverse impacts would not change from current site conditions under an option of No Action.

Cost

There are no costs associated with Option 3.

The No Action Alternative is not consistent with remedial goals or the reuse goals of the City.

2.1.4 AOC 8 Option 1: Soil Remediation via Focused Excavation and Off-Site Disposal

A focused soil excavation will be conducted to remove contaminated surficial soils within AOC 8 as indicated on **Figure 2**. Removal will be to a maximum depth of 2 feet below ground surface. A 2-foot excavation within the footprint of the AOC would result in 4,625 cubic yards from AOC 8 for a total in-place volume of 6,398 cubic yards (in-place measure).

The excavation(s) will then be backfilled with up to 20 inches of clean common borrow covered with a minimum 4-inch-thick topsoil (loam) layer. Disturbed surfaces on the Site will be seeded and mulched.

Effectiveness

This option will meet remedial objectives. Protection of human health and the surficial environment will be achieved by off-site disposal of excavated contaminated soils, with remaining subsurface soils covered by 24 inches of clean soil. The potential for future direct exposure and migration will be removed from the Site. This option will provide long-term effectiveness and permanence.

Implementation of this alternative could have potential short-term adverse effects on site workers. Risks to site workers during relocation of contaminated soil activities will be minimized by an "awareness training program" and the development and adherence of a site-specific HASP. The HASP will also address the reduction of potential risks to Site workers during excavation and backfill activities, as well as during loading material for off-site disposal. Excavation and handling of contaminated soils could result in particulate emissions and must be managed by implementing dust control measures.

Implementability

This alternative uses well-demonstrated and readily available technologies. It is anticipated that excavation, relocation and/or off-site disposal of contaminated soils can be completed safely. An excavation contractor using trained personnel will conduct soil removal, backfill and Site restoration activities.

Removal of contaminated soils will require using both an excavator and hand labor, resulting in a longer than normal construction period. This method will also require establishment of a temporary stockpile location if direct loading of contaminated soils is not utilized.

Site restoration activities will be consistent with existing conditions of both lawn and paved areas. Placement of clean fill, grass cover and mulch will provide erosion and sediment control for excavated areas.

Resilience to Potential Adverse Impacts

Due to the removal of contaminated soils, as well as proper seeding and mulching of the disturbed surfaces, extreme weather events are not expected to significantly impact the Site by using this remedial option.

Cost

Costs for this alternative consist of direct and indirect costs. In determining the cost of this option, the estimated quantity of soil to be removed and disposed off-site was based on the AOC delineated on **Figure 2**. The provided estimate does not consider the cost of future development.

The cost of this work is estimated at \$583,000 for AOC 8. **Table 4** summarizes the cost estimates for this alternative.

Table 4 | Option #1 Estimate of Probable Costs for AOC 8

Work Items	Unit Price	Unit	Quantity	Estimated Cost
Mobilize/Demobilize	\$2,000.00	Unit	1	\$2,000.00
Erosion & Sediment Controls	\$1,000.00	LS	1	\$1,000.00
Common Excavation (Equipment and Labor)	\$12.00	CY	4625	\$55,500.00
20" Common Borrow (In-place measure)	\$20.00	CY	3855	\$77,100.00
4" Topsoil (In-Place Measure)	\$24.00	CY	770	\$18,480.00
Seed & Mulch	\$50.00	UNIT	63	\$3,150.00
Haul and Dispose of Impacted Materials	\$45.00	TN	6938	\$312,210.00
Subtotal				\$469,440.00
Contingency	15%	% Total		\$70,416.00
Health & Safety	1%	% Total		\$4,694.40
Waste Characterization Samples	\$1,000.00	Each	28	\$28,000.00
Construction Observation	\$125.00	Hours	70	\$8,750.00
Analytical (EPH & VPH)	\$300.00	Each	6	\$1,800.00
Estimated Total				\$583,100.40
Estimated Total				\$583,000.00

2.1.5 AOC 8 - Option 2: Soil Remediation via Excavation and Relocation On-Site

This option requires construction of an area to consolidate impacted surficial soils excavated from the Site. The proposed consolidation area is identified as the Boneyard and is located on the southern portion of the property (refer to **Figure 2**). According to the Phase II ESA, contaminated surficial soils are not present in the area. An estimated 230-foot by 230-foot area, excavated to a depth of 6 feet, would accommodate the 7,825 cubic yards of impacted material anticipated from AOCs 7 and 8, while allowing for replacement of 2 feet of existing clean fill. An excavator will be utilized to load haul-trucks with non-impacted soils for temporary stockpiling onsite until the material is needed for reuse as cover.

Following excavation of the consolidation area to a depth of 6 feet, surficial contaminated soil within the select AOC(s) (refer to **Figure 2**) will be removed to a depth of 2 feet and placed in the excavation. Based on the anticipated available volume, the excavation will

be filled with approximately 2 feet of impacted soil, to approximately 24 inches below ground surface. A marker layer will be placed over the consolidated material and the remaining excavation will be backfilled with approximately 20 inches of previously removed non-impacted soil and 4 inches of topsoil. The topsoil layer will be graded to drain, then seeded and mulched.

The remaining non-impacted soil removed from the consolidation area will be used as 20 inches of backfill within those areas where surficial soils were removed. A marker layer will be placed prior to backfill. This clean soil will be covered with 4 inches of topsoil to match existing grade, then seeded and mulched. Grades will be adjusted as necessary to achieve a balanced cut and fill.

Effectiveness

This option will meet remedial objectives. Protection of human health and the environment will be achieved by relocating impacted soils beneath a soil cover system. The potential for future direct exposure and migration will be minimized at the Site. This option will provide long-term effectiveness and permanence unless unauthorized excavation/disturbance of the covered soil occurs. Institutional controls requiring MDEP approval will be required before conducting activities that may disturb the capped soil.

Implementation of this alternative could have potential short-term adverse effects on site workers. Risks to site workers during relocation of impacted soil activities will be minimized by an “awareness training program” and the development and adherence of a site-specific HASP. The HASP will also address the reduction of potential risks to Site workers during excavation and consolidation activities. Removal and handling of contaminated soils could result in particulate emissions and must be managed by implementing dust control measures.

Implementability

This alternative uses well-demonstrated and readily available technologies. It is anticipated that removal and relocation of impacted soils can be completed safely. An excavation contractor using trained personnel will conduct soil removal and soil cover system construction activities.

The location and final grade of the consolidation area may limit site drainage and development options; although the non-impacted cover soil could be removed and covered with pavement (e.g., driveway/parking area). Future Site redevelopment activities will need to consider that contaminated soils and other environmental concerns (as reported in the Phase II ESA) remain at the Site.

The excavation, handling, and placement of impacted soils will be performed using conventional construction equipment and technologies. Groundwater is estimated at approximately 8 to 10 feet below ground surface and should not be encountered if excavation depth does not exceed 6 feet.

Removal of non-impacted soils will require using an excavator and a haul trucks and establishment of temporary onsite stockpile location.

Placement of clean fill, grass cover and mulch will be consistent with existing site landscaping and provide long-term erosion and sediment control for excavated areas and the soil cover system.

Resilience to Potential Adverse Impacts

Due to the burial of contaminated soils at least 2 feet below ground surface, as well as placement of clean fill, grass cover and mulch on disturbed surfaces, extreme weather events are not expected to significantly impact the Site by using this remedial option

Cost

Costs for this alternative consist of direct and indirect costs. The cost of this work is estimated at \$301,000 for AOC 8. **Table 5** summarizes the cost estimate for this alternative.

Table 5 | Option #2 Estimate of Probable Costs for AOC 8

Work Items	Unit Price	Unit	Quantity	Estimated Cost
Mobilize/Demobilize	\$2,000.00	Unit	1	\$2,000.00
Erosion & Sediment Controls	\$1,000.00	LS	1	\$1,000.00
Common Excavation (excavate Impacted Soil and construct consolidation area)	\$12.00	CY	9,250	\$111,000.00
Place Impacted Soil in Consolidation Area	\$12.00	CY	4,625	\$55,500.00
Place Marker Layer (Plastic Safety Fence)	\$0.10	SF	31,329	\$3,132.90
Place Cover in Consolidation Area and backfill Excavation area(Machine)	\$9.00	CY	4,625	\$41,625.00
4" Topsoil (In-place measure)	\$24.00	CY	1,160	\$27,840.00
Seed & Mulch	\$50.00	UNIT	94	\$4,700.00
Site Restoration	\$500.00	LS	1.0	\$500.00
Subtotal				\$247,297.90
Contingency	15%	% Total		\$37,094.69
Health & Safety	1%	% Total		\$2,472.98
Construction Observation	\$125.00	Hours	96	\$12,000.00
Analytical (EPH & VPH)	\$300.00	Each	6	\$1,800.00
Estimated Total				\$300,665.56
Estimated Total				\$301,000.00

2.1.6 Option 3: No Action

No action would be taken, and the Site would remain unchanged.

Effectiveness

Contaminated soil is present at the ground surface within AOC 8; therefore, the potential for direct exposure exists. A No Action alternative will not provide long-term effectiveness and permanence.

Implementability

This alternative does not mitigate exposure to existing contaminated surficial soils known to be present on the Site.

Resilience to Potential Adverse Impacts

Potential adverse impacts would not change from current site conditions under an option of No Action.

Cost

There are no costs associated with Option 3.

The No Action Alternative is not consistent with remedial goals or the reuse goals of the City.

2.2 Considered Alternatives: Asbestos Abatement

2.2.1 ACM Option 1: Removal and Off-Site Disposal

Under this option, asbestos abatement will be conducted to remove friable and non-friable ACM from the Site structures identified during the previously conducted ACM surveys or the more recent survey. The work area will be secured with temporary gates and fencing as necessary. Selective demolition will be utilized to target only areas of identified ACM. ACM will be removed in accordance with MDEP Asbestos Management Regulations and properly disposed of at a licensed off-site facility.

Effectiveness

Removal and off-site disposal of ACM will meet remedial objectives; therefore, will provide protection to human health and the environment by removing the potential for airborne asbestos from the Site. Additionally, the potential for future indirect exposure will be eliminated as the source materials will be permanently removed.

Implementation of this alternative could have potential short-term adverse effects on site workers. Removal and handling of ACM could result in particulate emissions. Risk to site workers during abatement activities will be minimized by adhering to the MDEP Asbestos Management and OSHA regulations. Off-site transportation of ACM will comply with MDEP Asbestos Management Regulations and U.S. Department of Transportation (DOT) regulations to reduce potential exposure of the general public during transport to the disposal facility.

Implementability

This alternative uses well demonstrated and readily available technologies. It is anticipated that removal of ACM can be completed safely with selective demolition. A MDEP licensed Asbestos Abatement Contractor using trained and licensed personnel will conduct asbestos removal activities.

Removal of ACM will facilitate future actions at the Site. Building demolition will be performed using conventional construction equipment and technologies. ACM removal, handling and transportation of ACM will be performed using current abatement methods as required by MDEP regulations. ACM will be properly wetted, bagged, and containerized for hauling and disposal at a secure landfill facility licensed to accept asbestos waste.

An Asbestos Project Notification to MDEP will be required prior to commencement of selective demolition and asbestos removal.

Resilience to Potential Adverse Impacts

The abatement of friable and non-friable ACM will remove any potential adverse impacts on ACM from extreme weather events.

Cost

Costs for this alternative consist of direct and indirect costs. The cost of this work is estimated at \$87,000. **Table 6** summarizes the cost estimate for this alternative.

Table 6 | Option #1 Estimate of Probable Costs for ACM Abatement

Identified ACM	Total Estimated Quantity	Unit Cost	Estimated Abatement Cost
Main Production Building			
9x9 inch floor tile and associated adhesive in office space (SF)	616	\$8.00	\$ 4,928.00
Assumed pipe insulation in Peel Room Line II assumed (LF)	30	\$25.00	\$ 750.00
Assumed water tank end caps in office bathrooms (SF)	20	\$25.00	\$ 500.00
Turbo Room Pipe insulation, assumed (LF)	50	\$25.00	\$ 1,250.00
Pipe Insulation in boiler room (LF)	725	\$25.00	\$ 18,125.00
Water tank end caps n boiler room (SF)	40	\$50.00	\$ 2,000.00
ACM Debris in boiler room (CY)	2	\$150.00	\$ 300.00
Freezer Building			
12x12 inch floor tile and associated adhesive in office space (SF)	320	\$8.00	\$ 2,560.00
Pipe insulation in loading dock area (LF)	42	\$25.00	\$ 1,050.00
Mud insulated pipe fittings in loading dock (EA)	3	\$150.00	\$ 450.00
Oil Silos			
Insulation on oil silos (SF)	1,500	\$10.00	\$ 15,000.00
Pipe insulation in valve house (LF)	20	\$25.00	\$ 500.00
Mud insulated pipe fittings in fuel silo valve house (EA)	4	\$150.00	\$ 600.00

**Table 6 continued on next page*

Table 6 | Option #1 Estimate of Probable Costs for ACM Abatement (continued)

Boiler House				
Gasket material within interior of boiler house (CY)	1	\$50.00	\$	50.00
ACM Debris within interior of boiler house (CY)	2	\$150.00	\$	300.00
Pipe insulation in interior of boiler house(LF)	640	\$25.00	\$	16,000.00
Cementitious siding debris on exterior ground of boiler house (CY)	2	\$150.00	\$	300.00
SUBTOTAL				\$64,663.00
Contingency		15% of total		\$9,699.45
Design & Bidding (Assume Work Plan Format)				\$4,500.00
Supplemental Investigation (Roof and Exterior Debris Piles)				\$4,000.00
Construction Observation				\$4,500.00
Estimated Total				\$87,362.00
		Estimated Total		\$87,000.00

2.2.2 ACM Option 1: No Action

Under this option, no remedial action would be taken, and the Site would remain unchanged, with the exception of minor improvements to existing fencing and associated locks.

Effectiveness

Friable and damaged ACM is present within the Site structures, which are relatively unsecured and open. Improving the existing fencing, while limiting access, will not prevent the migration of asbestos fibers.

The potential for direct exposure to the public from airborne asbestos fibers does currently exist. Therefore, a No Action alternative may not be consistent with protection of the environment and future use and development of the property.

Implementability

Re-use, redevelopment, or demolition of the existing site structures would not be allowed with damaged and friable ACM present. This alternative does not address the existing hazards known to be present at the Site and implementation would result in the potential exposure to humans and the environment. The No Action alternative is not consistent with remedial goals.

Resilience to Potential Adverse Impacts

Potential adverse impacts would not change from current site conditions under an option of No Action.

Cost

There is no cost, outside of ongoing maintenance to existing security fence, associated with the No Action alternative.

SECTION 3.0 | SELECTION OF PREFERRED REMEDIAL ALTERNATIVES

A summary of the proposed remedial alternatives is presented in **Appendix A**. Based upon the review of the options discussed in Section 2, CES has created the following matrix for the evaluated alternatives provided below in **Table 7**.

Table 7 | Comparison of Alternatives

Option	Contamination Removed	Contamination Covered On-Site	Contamination Migration Mitigated	Deed Restriction Required for Future Excavation	Ranking of Costs (1 to 4) 1 = low 4=high
AOC 5					
#1: Focused Soil Excavation & Off-Site Disposal	√	√	√		2
AOC 7					
#1: Focused Soil Excavation & Off-Site Disposal	√		√		3
#2: Excavation and Relocation On-Site		√	√	√	2
#3: No Action				√	1
AOC 8					
#1: Focused Soil Excavation & Off-Site Disposal	√		√		3
#2: Excavation and Relocation On-Site		√	√	√	2
#3: No Action				√	1
ACM Abatement					
#1: Removal and Offsite Disposal	√		√		2
#2: No Action					1

Utilizing Option #1 for AOC 5 and Option #2 for AOCs 7 and 8, and Option #1 for ACM Abatement provides the most cost-effective approach to remediate contaminated soil and identified ACM at this time while future use and/or rehabilitation/redevelopment timelines are unclear. Under this option a portion of contaminated soils will be removed from the property for disposal while the majority will be relocated and buried onsite. Additionally, a supplemental ACM survey will be conducted to finalize material characterization, at which point selective demolition will be employed to remove and dispose of ACM at a licensed off-site facility.

VRAP Application

Following alternative selection, the property Owner should apply to the MDEP's Voluntary Response Action Program (VRAP) to request a Release of Liability letter for the Site.

The VRAP program attempts to provide liability protection for owners, buyers and/or sellers of property that may contain environmental impacts. In conjunction with implementation of the selected remedial alternative, the VRAP will complete the necessary objectives as detailed throughout this ABCA process.

SECTION 4.0 | SUMMARY OF REMEDIAL ALTERNATIVES

Table 8 summarizes the recommended remedial alternatives and associated costs for the AOCs discussed above.

Table 8: Summary of Recommended Remedial Alternatives and Estimated Costs

Area	Proposed Remedial Alternative	Estimated Cost
AOC 5	Focused Soil Excavation and Off-Site Disposal	\$33,000.00
AOC 7	Focused Soil Excavation & On-Site Relocation	\$243,000.00
AOC 8	Focused Soil Excavation & On-Site Relocation	\$301,000.00
ACM Abatement	Removal & Offsite Disposal	\$87,000.00
VRAP	VRAP Application	\$500.00
Total Estimated Cost		\$664,500.00

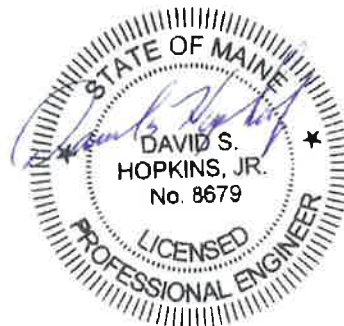
Please feel free to contact either of the undersigned with questions concerning the remedial alternatives presented in this focused ABCA.

Sincerely,
CES, Inc.

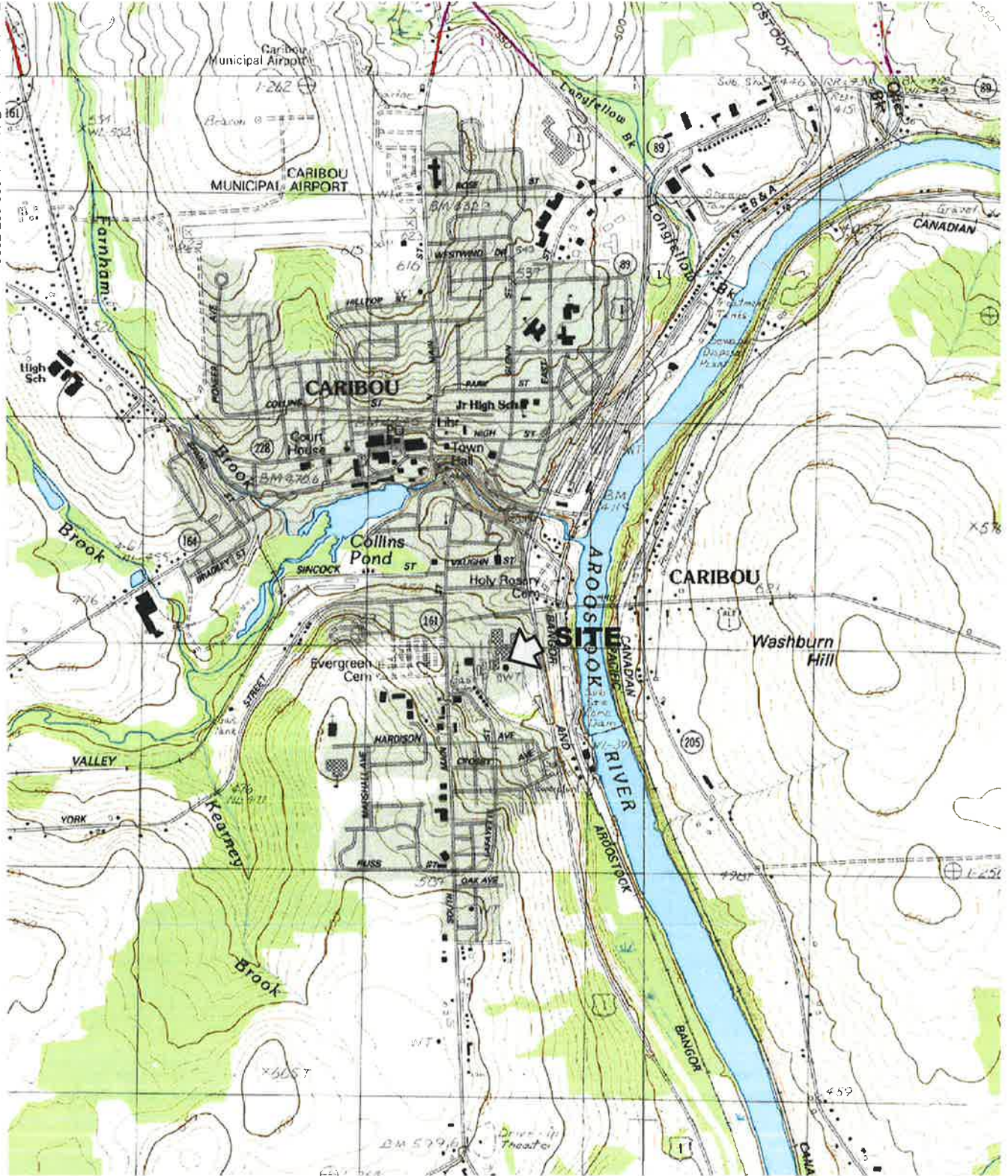

David L. Chapman, C.G.
Project Geologist


David S. Hopkins, Jr., P.E., P.F.
Senior Project Manager
Environmental Engineering Services

DLC/DSH/jna
Attachments



FIGURES



SOURCE:
U.S.G.S. TOPOGRAPHIC QUADRANGLE
CARIBOU
@ 1:24,000



CES INC

FIGURE 1 32 BIRDSEYE AVENUE LOCATION MAP

OCTOBER 2017
10963.004

BING.COM™ AERIAL IMAGERY



PROJECT TITLE	FORMER BIRDSEYE PLANT CARIBOU, MAINE	DWG: FIGURE 2	BY: WAB	DATE 2014-11-19
SHEET TITLE	SITE PLAN	JN: 10963.004	REV	REV DATE
		SCALE: 1"=200'		

CES INC
ENGINEERING • SURVEYING • PLANNING • SCIENCES

APPENDIX A

SUMMARY OF REMEDIAL ALTERNATIVES

SUMMARY OF REMEDIAL ALTERNATIVES
Contaminated Surficial Soil
Former Birdseye Plant, Caribou, Maine

Remedial Alternative	Overall Protection of Human Health and the Environment	Technical Practicality	Implementability	Reduction of Toxicity, Mobility and Volume	Short Term Effectiveness	Practicability and Estimated Cost	Comments
1) Impacted Soil Removal Via Focused Excavation and Off-Site Disposal	<ul style="list-style-type: none"> Risks to human health by direct contact, inhalation (dust), and ingestion of contaminated media are significantly reduced by removing contaminated media. Risks to the environment by stormwater runoff or groundwater leaching are reduced by removal of the impacted soil. 	<ul style="list-style-type: none"> Soil removal and off-site disposal of impacted material utilizes standard excavation and construction techniques and are therefore technically practical for the property. 	<ul style="list-style-type: none"> Removal and off-site disposal of impacted soil is an accepted form of remediation and has been proven to be effective in minimizing exposure to contamination. 	<ul style="list-style-type: none"> Impacted soil will be removed from the Site. 	<ul style="list-style-type: none"> Excavation and off-site disposal of contaminated media are effective and proven methods of remediation. 	<ul style="list-style-type: none"> Method would cost approximately \$1,624,000. 	<ul style="list-style-type: none"> Approval of City will be required for access.
2) Excavation, On-Site Consolidation, and Covering with Barrier Layer and Off-site disposal of ACM and soil in AOC 5	<ul style="list-style-type: none"> Risks to human health by direct contact, inhalation (dust), and ingestion of contaminated media are significantly reduced by removing contaminated media and relocating beneath a soil barrier layer on a portion of the Site. Risks to the environment by stormwater runoff or groundwater leaching are reduced by placing the contaminated media beneath a soil barrier layer. 	<ul style="list-style-type: none"> Soil removal and an on-site cover system of size standard excavation and construction techniques and are therefore technically practical for the property. 	<ul style="list-style-type: none"> Removal and a cover system for contaminated soil is an accepted form of remediation and has been proven to be effective in reducing contamination. 	<ul style="list-style-type: none"> The contaminated soil will be placed beneath a soil barrier layer; therefore, mobility of the contaminants is reduced. 	<ul style="list-style-type: none"> Removal and construction of a cover system over contaminated media is an effective and proven method of remediation. 	<ul style="list-style-type: none"> Impacted soil removal, on-site consolidation and placement beneath a soil barrier layer (cap) and off-site disposal of material from AOC 5 will cost approximately \$576,000. 	<ul style="list-style-type: none"> Non-impacted soils excavated from the consolidation area will be temporarily stockpiled off-site. Eventually, these soils will be used as backfill in areas where surface soils were excavated and in the consolidation area cap. Construction on the property will be limited to the areas outside of the cover system to prevent access to the impacted soils. A marker layer will be placed in the consolidation area prior to backfill. Approval of Town and abutting residences will be required for access.
3) No Action	<ul style="list-style-type: none"> No reduction in risks. Potential risks to human health by direct contact, inhalation (dust), and ingestion will remain. Stormwater runoff may introduce contaminated sediments to the unnamed stream and wetland, and increase risks to the environment. 	<ul style="list-style-type: none"> Not applicable. 	<ul style="list-style-type: none"> Not applicable. 	<ul style="list-style-type: none"> No reduction in toxicity, mobility or volume of the contaminated media. 	<ul style="list-style-type: none"> Not applicable. 	<ul style="list-style-type: none"> Implementation of this alternative will have no cost. 	<ul style="list-style-type: none"> This alternative does not reduce identified health or environmental risks and does not support proposed site development plans. This alternative was not selected due to these reasons.

Notes:  Shaded area indicates selected remedial alternative.

**CARIBOU FIRE/EMS
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Mayor Gary Aiken and City Council Members
FROM: Dennis Marker, City Manager
RE: EPA Brownfield Application Public Hearing
DATE: November 9, 2017

CES Inc, on behalf of Caribou, is preparing an application to the Environmental Protection Agency, (EPA) for brownfield funding. The funding will go towards cleanup of the Birdseye industrial property.

The EPA requires the city to hold a public hearing and allow the public to comment on the application. The hearing was noticed in accordance with the EPA requirements and city noticing procedures.

Application materials have been available for public review in City Hall since November 2, 2017. Mr. David Hopkins and/or David Chapman, from CES Inc, will be available to review the application and its status and answer any questions that may come up during the hearing.

NOTICE OF PUBLIC HEARING

The Caribou City Council will hold a public hearing at 6:00 p.m. on Monday, November 13, 2017 in Council Chambers to consider a new Registered Nonprofit Dispensary permit for Safe Alternatives located at 1137 Presque Isle Road. A copy of Safe Alternatives application is available for review in the City Clerk's Office. Interested individuals are encouraged to attend.

Jayne R. Farrin

Caribou City Clerk

Councilor P. McDonough introduced the following ordinance:

Ordinance No. 7, 2017 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 17 General Assistance

Short Title: An Ordinance Amending General Assistance Guidelines.

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section 1. Amendments to Ordinance.

- A. Appendix A of Chapter 17 of the Caribou City Ordinances is hereby amended to read as follows:**

OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
Aroostook	1	2	3	4	5	6
	\$618.00	642.00	760.00	965.00	1049.00	1124.00

Add \$75 for each additional person

- B. Appendix B of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:**

The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2017, those amounts are:

2017-2018 FOOD MAXIMUMS

Number in Household	Weekly Maximum	Monthly Maximum
1	\$44.65	\$192.00
2	\$81.86	\$352.00
3	\$117.21	\$504.00
4	\$148.84	\$640.00
5	\$176.74	\$760.00
6	\$212.33	\$913.00
7	\$234.65	\$1009.00
8	\$268.14	\$1153.00
NOTE: For each additional person add \$144.00 per month.		

C. Appendix C of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

A listing of the maximum levels of assistance for housing (both heated and unheated).

Number of Bedrooms	UNHEATED		HEATED	
	Weekly	Monthly	Weekly	Monthly
0	\$111	\$476	\$130	\$559
1	\$111	\$476	\$134	\$578
2	\$130	\$558	\$159	\$684
3	\$167	\$718	\$204	\$878
4	\$177	\$762	\$221	\$949

D. Appendix D of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

NOTE: For an electrically heated dwelling also see Appendix E – Heating Fuel. But remember, an applicant is *not automatically* entitled to the “maximums” established – applicants must demonstrate need.

- 1) **Electricity Maximums for Household *Without* Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric used excluding electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00
NOTE: For each additional person add \$7.50 per month		

- 2) **Electricity Maximums for Household With Electrically Heated Hot Water:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00
NOTE: For each additional person add \$10.00 per month		

NOTE: For electrically heated household, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for the heating fuel as provided in Appendix E.

Section II. Adoption and Effective Date

This ordinance, being introduced on October 10, 2017 and a public hearing being held on November 13, 2017 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2017 and shall be effective 31 days from passage.

Gary Aiken, Mayor

David Martin, Councilor

Nicole L. Cote

Timothy C. Guerrette, Councilor

Philip J. McDonough II, Councilor

Jody R. Smith, Councilor

Joan Theriault, Councilor

Attest:

Jayne R. Farrin, City Clerk

Councilor P. McDonough introduced the following ordinance:

Ordinance No. 8, 2017 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 13 ZONING SECTION 13-202 OFFICIAL ZONING MAP

Short Title: An ordinance amending the Caribou Zoning Map.

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section 1: Chapter 13 Section 202 **Official Zoning Map** of the Caribou City Code is amended as follows:

Change the parcel of land at 47 York Street, Tax Map 28, Lot 122 from Industrial 2 zone to Residential 1 zone to allow for an expansion of a single family home.

This ordinance, being introduced on October 10, 2017 and a public hearing being held on November 13, 2017 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2017.

Gary Aiken, Mayor

David Martin, Deputy Mayor

Timothy Guerrette, Councilor

Philip J. McDonough II, Councilor

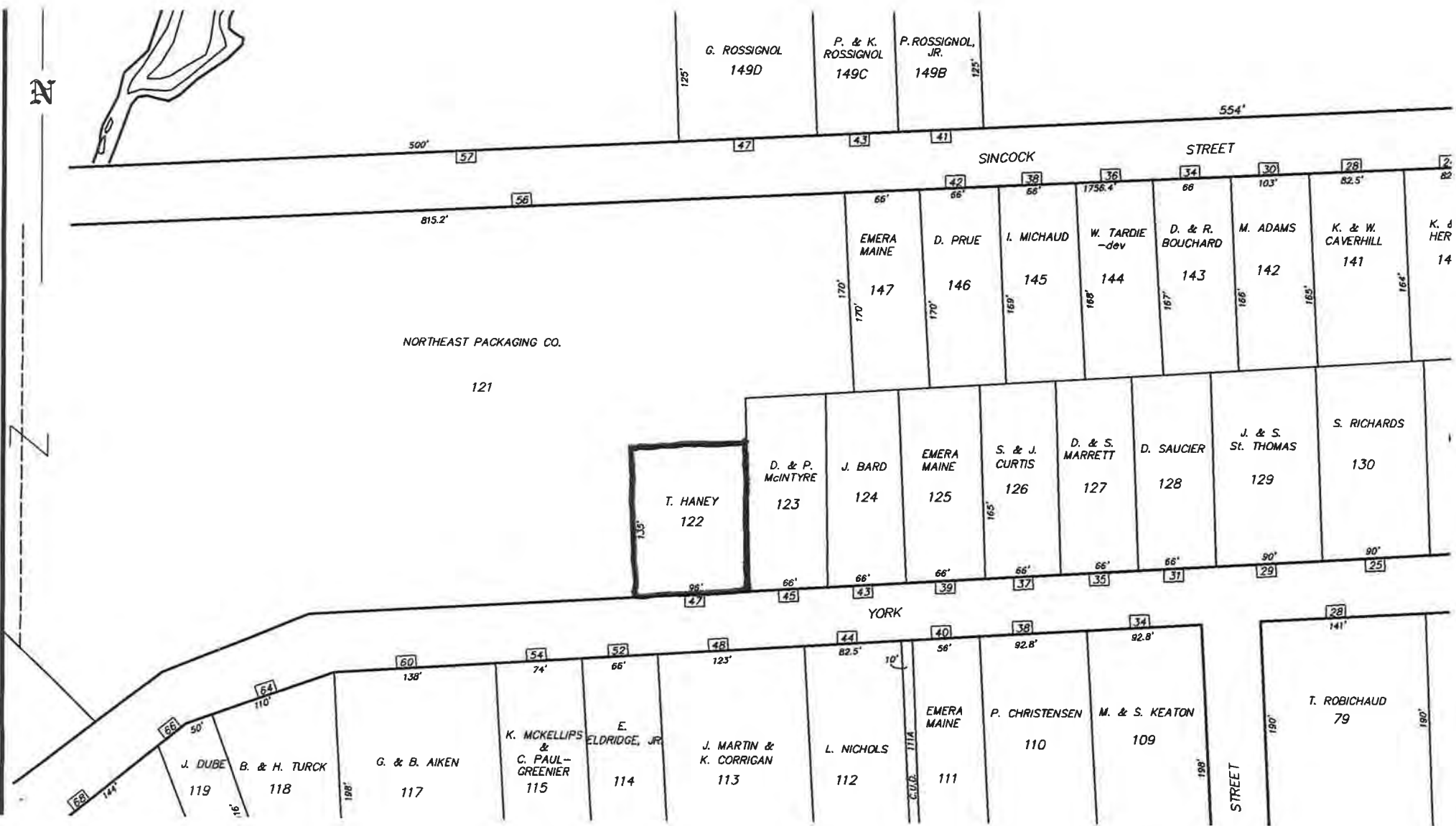
Jody Smith, Councilor

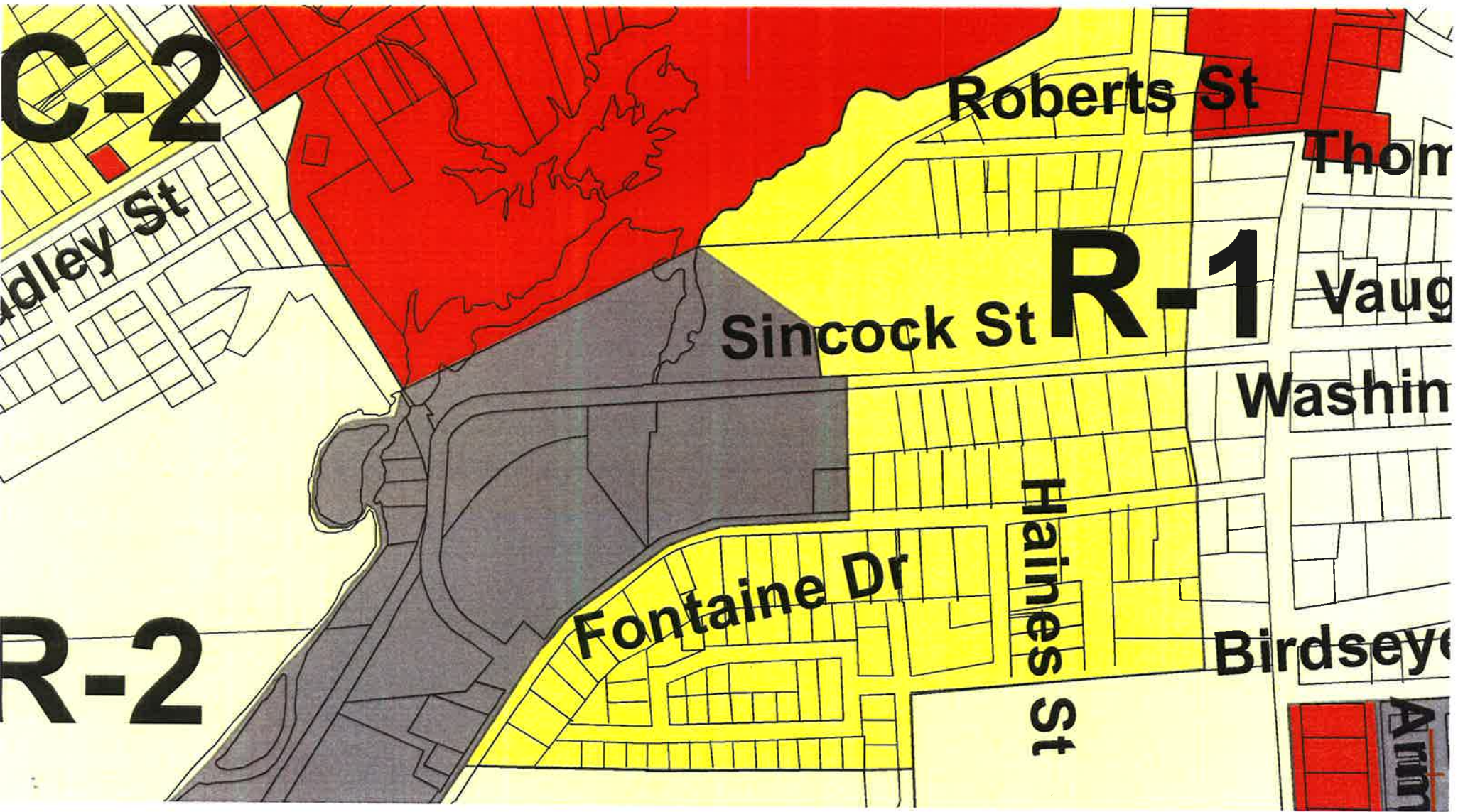
Joan Theriault, Councilor

Nicole Cote, Councilor

Attest:

Jayne R. Farrin, City Clerk





C-2

adley St

R-2

Roberts St

Sincocock St

Fontaine Dr

Haines St

Thom

Vaug

Washin

Birdseye



Councilor P. McDonough introduced the following ordinance:

Ordinance No. 9, 2017 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 13 ZONING SECTION 13-202 OFFICIAL ZONING MAP

Short Title: An ordinance amending the Caribou Zoning Map.

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section 1: Chapter 13 Section 202 **Official Zoning Map** of the Caribou City Code is amended as follows:

Rezone a portion of Tax Map 8, Lot 29 from Residential 1 zone to Residential 3 zone. This land is located east of Montgomery Avenue and Scenic Drive and west of the bypass.

This ordinance, being introduced on October 10, 2017 and a public hearing being held on November 13, 2017 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2017.

Gary Aiken, Mayor

David Martin, Deputy Mayor

Timothy Guerrette, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

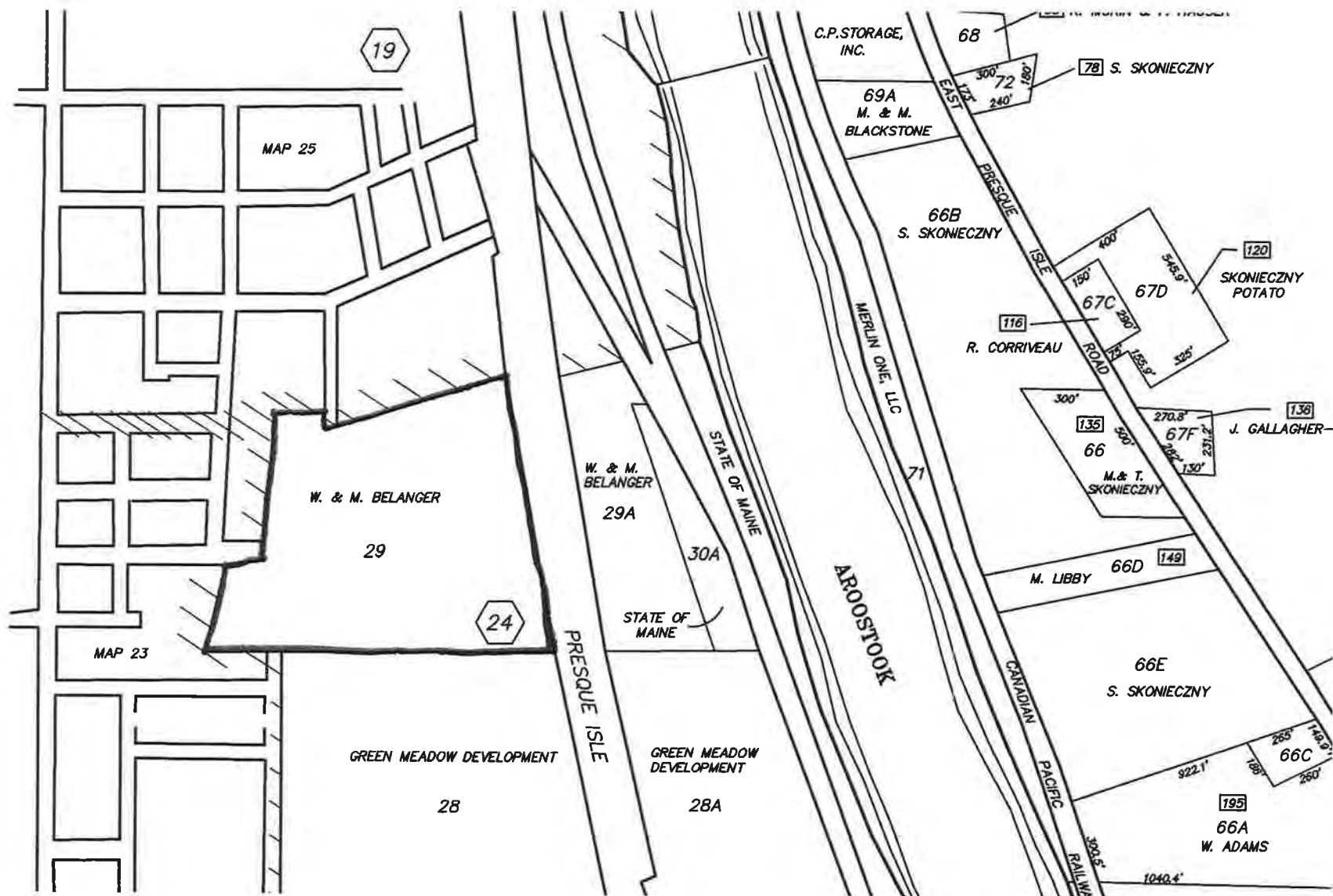
Joan Theriault, Councilor

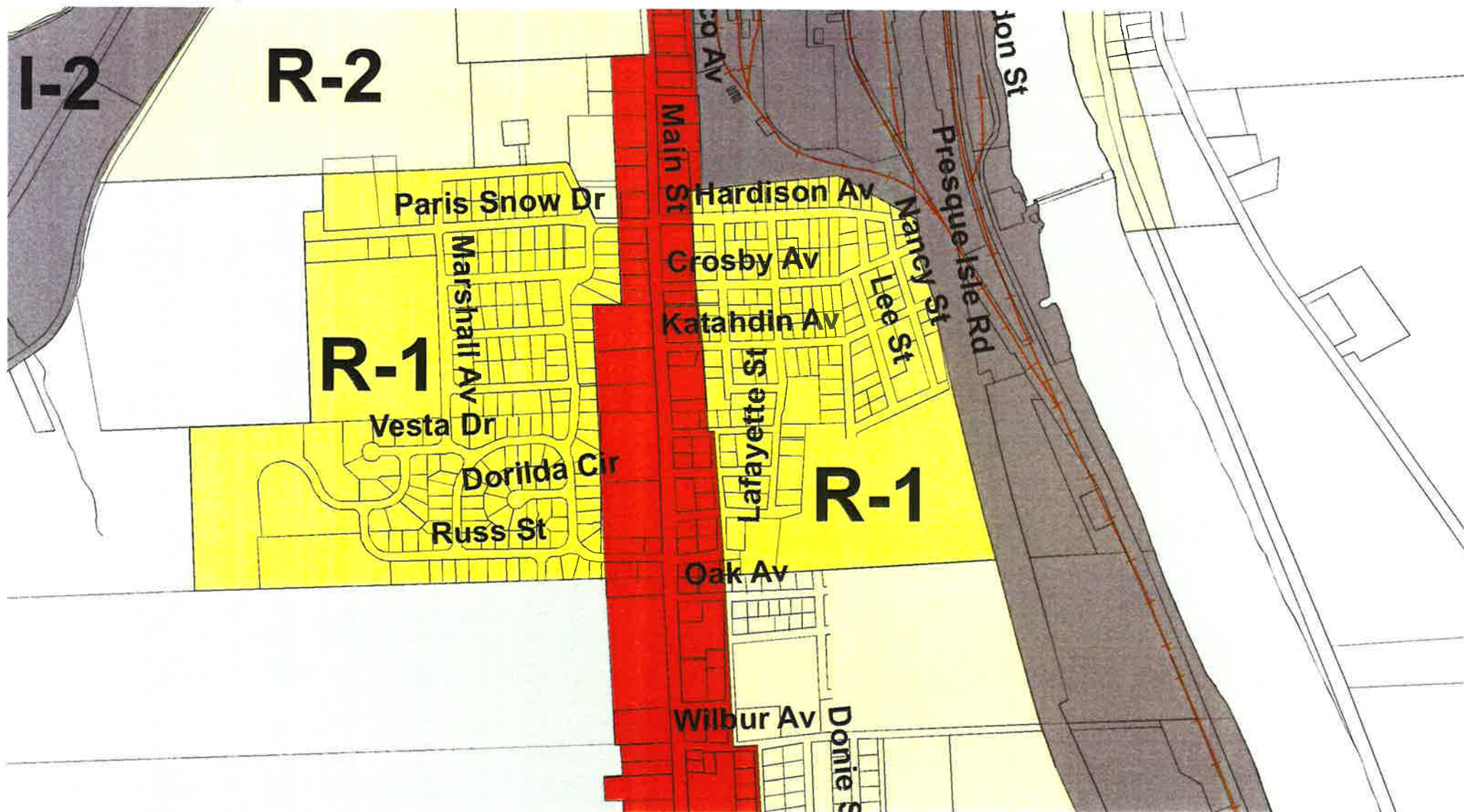
Nicole Cote, Councilor

Attest:

Jayne R. Farrin, City Clerk

N





Councilor P. McDonough introduced the following ordinance:

**Ordinance No. 10, 2017 Series
City of Caribou
County of Aroostook
State of Maine**

**AN ORDINANCE AUTHORIZING THE RELEASE OF A REAL PROPERTY
INTEREST BETWEEN THE CITY OF CARIBOU AND RSU#39**

Short Title: An Ordinance Authorizing Release of Property Interest Pertaining to New School.

Whereas, The City Council authorized the execution of a Land Option Agreement between the City of Caribou (City) and RSU 39 on May 9, 2016 (Agreement), and

Whereas, the Agreement provided that multiple properties and property interests held by the City would be exchanged with RSU 39 to facilitate the construction of a new PreK-8 school, and redevelopment of the Hilltop Elementary school site, and

Whereas, The City Council adopted Ordinance 7-2016 on April 25, 2016, which provided for the exchange of properties anticipated under the Agreement, but such Ordinance did not address the agreed upon release of a reversion clause associated with the same properties, and

Whereas, on November 13, 2017, after notice in accordance with city hearing guidelines, the City Council conducted a public hearing on the proposed release of property interest, and

Whereas, the City Council desires to continue with the proposed land exchange as it will facilitate increased opportunities for citizen education, economic development, and overall improvement of the public health, safety, and welfare.

Now Therefore, The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section 1. Authorization to Execute

The City Manager is authorized to execute a Termination and Release of Reversion instrument, which is attached hereto as Exhibit A.

Section II. Adoption and Effective Date

This ordinance, being introduced on October 10, 2017 and a public hearing being held on November 13, 2017 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2017 and shall be effective 31 days from passage.

(Signature Page follows)

Gary Aiken, Mayor

David Martin, Councilor

Nicole L. Cote

Timothy C. Guerrette, Councilor

Philip J. McDonough II, Councilor

Jody R. Smith, Councilor

Joan Theriault, Councilor

Attest:

Jayne R. Farrin, City Clerk

TERMINATION AND RELEASE OF REVERSION

THIS TERMINATION AND RELEASE OF REVERSION is executed as of the _____ day of _____, 2017, by the **CITY OF CARIBOU**, a body corporate and politic having a mailing address of 25 High Street, Caribou, Maine 04736 (referred to in prior instruments of record as **THE INHABITANTS OF THE MUNICIPALITY OF CARIBOU**) (the "City"), in favor of **REGIONAL SCHOOL UNIT NO. 39**, a Maine regional school unit having a mailing address of 75 Bennett Drive, Suite 3, Caribou, Maine 04736 ("RSU 39").

RECITALS

WHEREAS, the City conveyed to RSU 39 certain property (the "Premises") located in Caribou, Aroostook County, Maine being described in the deed dated March 26, 2012 and recorded in the Southern Aroostook County Registry of Deeds in Book 5039, Page 332 (the "2012 Deed"); and

WHEREAS, the 2012 Deed included certain reversion rights reserved to the City, as set forth in subsection (d) thereof, under the heading "Exceptions Covering All Parcels Above" (collectively, the "Reversion Rights"); and

WHEREAS, the City has agreed to terminate and release all of the Reversion Rights.

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City hereby terminates and releases to RSU 39, its successors and assigns, all rights and interests the City may have in and to the Premises by virtue of the Reversion Rights described in the 2012 Deed, and the City hereby acknowledges and agrees that such Reversion Rights shall hereafter be of no further force and effect.

[Signature Page Follows]

IN WITNESS WHEREOF, the City of Caribou has caused this Termination and Release of Reversion to be executed by its Municipal Officers, thereunto duly authorized, this _____ day of _____, 2017.

CITY OF CARIBOU

_____ Witness	By: _____ Gary Aiken, Councilor
_____ Witness	By: _____ Philip McDonough II, Councilor
_____ Witness	By: _____ Jody Smith, Councilor
_____ Witness	By: _____ Timothy Guerrette, Councilor
_____ Witness	By: _____ David Martin, Councilor
_____ Witness	By: _____ Joan Theriault, Councilor
_____ Witness	By: _____ Nicole Cote, Councilor

STATE OF MAINE
CITY OF AROOSTOOK, ss.

_____, 2017

Personally appeared the above-named Municipal Officers for the City of Caribou, and acknowledged the foregoing instrument to be their free act deed in their said capacities and the free act and deed of said City of Caribou.

Before me,

Notary Public / Attorney at Law

Print name: _____

My commission expires: _____

**CARIBOU FIRE/EMS
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Mayor Gary Aiken and City Council Members
FROM: Dennis Marker, City Manager
RE: Public Hearing on DRAFT 2018 Expense and Capital Budgets
DATE: November 10, 2017

Council Action needed: City Charter requires that a public hearing on the drafted expense and capital improvement budgets for 2018 be held prior to November 15th.

The public hearing was noticed properly in accordance with city notice procedures.

Summary of Budget

The drafted budget, following this cover memo, represents a total increase of \$310,213.58 or 3.21% from the 2017 approved budget. This request is provided based on the input from the City Council during their November 8 budget work session and after lengthy discussion with department heads.

The major issue of concern about staff compensation is reflected in the budget as a 2% step increase for non-union employees, which will take effect on their employment anniversary dates.

Next Steps

Following the public hearing this evening, the Council may conduct additional budget work session as it deems necessary before preparing the final budget for adoption. The final detailed expense and capital budgets must be adopted by the council prior to December 15th.

**CARIBOU FIRE/EMS
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

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DRAFT 2018 FY Budget

with Historic References

Department	3 Year Average Actual Expenses (14-16)	2016		2017	2018				
		Approved Budget	Year End Actual	Approved Budget	Requested	Manager Adjusted	% Difference from 2017 Budget	Council Adjusted	% Difference from 2017 Budget
Expense Accounts									
10 General Government	\$ 714,884.85	\$ 735,357.00	\$ 742,909.26	\$ 787,868.01	\$ 1,080,857.72	\$ 1,080,857.72	37.2%	\$ 972,958.47	23.5%
12 Chamber / Nylander Museum	\$ 25,938.06	\$ 8,890.00	\$ 7,972.42	\$ 26,585.00	\$ 13,121.10	\$ 14,332.70	-46.1%	\$ 12,838.32	-51.7%
17 Health and Sanitation	\$ 220,619.80	\$ 249,740.00	\$ 148,301.40	\$ 249,737.00	\$ 250,536.00	\$ 250,536.00	0.3%	\$ 250,536.00	0.3%
18 Municipal Building	\$ 66,874.94	\$ 73,588.00	\$ 62,384.58	\$ 69,940.00	\$ 76,396.02	\$ 76,396.02	9.2%	\$ 76,396.02	9.2%
20 General Assistance	\$ 59,929.52	\$ 79,856.67	\$ 56,534.82	\$ 71,683.51	\$ 69,046.42	\$ 69,046.42	-3.7%	\$ 68,355.63	-4.6%
22 Tax Assessing	\$ 150,034.70	\$ 172,720.37	\$ 169,115.58	\$ 185,744.51	\$ 276,768.87	\$ 281,018.87	51.3%	\$ 321,336.96	73.0%
24 Library	\$ 209,273.68	\$ 219,335.71	\$ 195,523.29	\$ 215,600.09	\$ 225,167.86	\$ 215,869.11	0.1%	\$ 215,319.09	-0.1%
31 Fire and Ambulance	\$ 2,226,249.16	\$ 2,296,880.49	\$ 2,298,049.95	\$ 2,398,973.00	\$ 2,361,079.57	\$ 2,258,803.57	-5.8%	\$ 2,214,515.82	-7.7%
35 Police	\$ 1,273,669.64	\$ 1,424,333.73	\$ 1,313,120.65	\$ 1,485,259.00	\$ 1,516,023.90	\$ 1,509,775.90	1.7%	\$ 1,509,775.90	1.7%
38 Protection	\$ 418,631.67	\$ 428,200.00	\$ 423,986.51	\$ 439,777.00	\$ 456,476.02	\$ 456,476.02	3.8%	\$ 456,476.02	3.8%
39 Emergency Management	\$ 13,358.97	\$ 23,311.64	\$ 14,547.09	\$ 23,154.00	\$ 17,143.67	\$ 16,036.65	-30.7%	\$ 16,036.65	-30.7%
40 Public Works	\$ 1,834,451.22	\$ 1,896,577.76	\$ 1,782,111.49	\$ 2,162,607.38	\$ 2,254,206.22	\$ 2,298,645.23	6.3%	\$ 2,223,797.00	2.8%
50 Recreation	\$ 382,321.90	\$ 408,960.43	\$ 381,285.61	\$ 458,787.00	\$ 494,257.62	\$ 501,368.66	9.3%	\$ 489,497.21	6.7%
51 Parks	\$ 143,258.71	\$ 149,736.09	\$ 146,240.05	\$ 143,391.00	\$ 155,866.78	\$ 156,261.19	9.0%	\$ 155,360.52	8.3%
60 Airport	\$ 36,772.38	\$ 33,085.00	\$ 39,122.38	\$ 34,425.00	\$ 40,862.77	\$ 40,862.77	18.7%	\$ 39,012.77	13.3%
61 Caribou Trailer Park	\$ 15,273.00	\$ 15,505.00	\$ 15,505.00	\$ 17,027.00	\$ 14,672.10	\$ 14,672.10	-13.8%	\$ 14,672.10	-13.8%
65 Cemeteries	\$ 7,582.47	\$ 9,447.42	\$ 9,447.42	\$ 6,850.00	\$ 7,350.00	\$ 6,850.00	0.0%	\$ 6,850.00	0.0%
70 Insurance and Retirements	\$ 223,884.88	\$ 97,600.00	\$ 99,849.78	\$ 109,800.00	\$ 137,558.91	\$ 137,558.91	25.3%	\$ 137,558.91	25.3%
80 Unclassified	\$ 58,869.99	\$ 55,800.00	\$ 54,467.21	\$ 38,000.00	\$ 70,250.00	\$ 70,250.00	84.9%	\$ 55,250.00	45.4%
85 Capital Improvements	\$ 2,364,112.86	\$ 444,087.60		\$ 726,690.00	\$ 1,003,248.32	\$ 1,003,248.32	38.06%	\$ 725,568.70	-0.2%
Totals	\$ 10,445,992.38	\$ 8,823,012.91	\$ 7,960,474.49	\$ 9,651,898.50	\$ 10,520,889.87	\$ 10,458,866.15	8.36%	\$ 9,962,112.09	3.21%
Enterprise Accounts									
11 Economic Development	\$ 283,963.50	\$ 340,116.00	\$ 237,066.87	\$ 399,171.05	\$ 291,269.50	\$ 414,669.50	3.9%	\$ 339,764.27	-10.0%
24 Housing	\$ 73,623.04	\$ 71,081.17	\$ 82,302.65	\$ 96,451.95	\$ 90,634.61	\$ 91,048.01	-5.6%	\$ 89,211.28	-7.5%
52 Snow Trail Maintenance	\$ 70,052.57	\$ 42,883.00	\$ 38,159.34	\$ 42,949.00	\$ 45,889.00	\$ 45,888.98	6.8%	\$ 45,138.98	5.1%
96 Section 8 FSS	47,871	56,870	56,421	42,075	\$ 44,425.04	\$ 44,425.04	5.6%	\$ 42,990.04	2.2%
Totals	\$ 475,510.24	\$ 510,950.22	\$ 413,949.54	\$ 580,647.22	\$ 472,218.15	\$ 596,031.53	2.65%	\$ 517,104.57	-10.94%
Total	\$ 10,921,502.62	\$ 9,333,963.13	\$ 8,374,424.03	\$ 10,232,545.72	\$ 10,993,108.02	\$ 11,054,897.68	8.04%	\$ 10,479,216.65	2.4%

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			Requested	2018				Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent		Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
10 General Government												
001 Salaries												Non-Union receives 2% step in grade at anniversary. No Assistant MGR. New PT admin/clerk. Move Ambulance billing under administration instead of Fire/EMS
01 Regular Pay	\$ 382,629	\$ 401,554	\$ 403,712	\$ 432,427	\$ 305,331	70.6%		\$ 519,897.68	20.2%	\$ 489,019.61	13.1%	
002 City Council Salaries												
01 Council Salaries	\$ 11,930	\$ 12,450	\$ 12,550	\$ 12,450	\$ 9,130	73.3%		\$ 12,550.00	0.8%	\$ 12,550.00	0.8%	Based on # of meetings
003 Office Supplies												
01 Postage	\$ 4,239	\$ 4,400	\$ 3,260	\$ 4,000	\$ 4,353	108.8%		\$ 6,500.00	62.5%	\$ 6,500.00	62.5%	City rezone process will require mass mailings. Ambulance Billing increase
02 Advertising	\$ 3,733	\$ 3,600	\$ 3,992	\$ 4,000	\$ 2,146	53.6%		\$ 3,500.00	-12.5%	\$ 3,500.00	-12.5%	
03 Copier Rental	\$ 4,923	\$ 4,500	\$ 5,051	\$ 4,800	\$ 3,974	82.8%		\$ 5,000.00	4.2%	\$ 5,000.00	4.2%	Addition due to historic trends and CPI.
05 Printer Ink	\$ 1,285	\$ 2,000	\$ 994	\$ 2,000	\$ 964	48.2%		\$ 1,950.00	-2.5%	\$ 1,950.00	-2.5%	Added ambulance billing
07 Paper	\$ 1,270	\$ 1,400	\$ 871	\$ 1,400	\$ 1,184	84.6%		\$ 1,400.00	0.0%	\$ 1,400.00	0.0%	
08 Office Supplies	\$ 8,335	\$ 8,500	\$ 9,694	\$ 9,000	\$ 6,042	67.1%		\$ 19,000.00	111.1%	\$ 19,000.00	111.1%	Added ambulance billing. See reduction in Fire/EMS
10 Annual Report	\$ 1,092	\$ 1,100	\$ 1,086	\$ 1,100	\$ 1,146	104.2%		\$ 1,000.00	-9.1%	\$ 1,000.00	-9.1%	
005 General Govt. Legal Fees												
04 Legal Fees	\$ 29,324	\$ 17,000	\$ 17,923	\$ 15,000	\$ 20,400	136.0%		\$ 20,000.00	33.3%	\$ 20,000.00	33.3%	Addition due to historic trends.
007 Audit												
01 Audit	\$ 15,667	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	100.0%		\$ 46,500.00	190.6%	\$ 16,500.00	3.1%	auditor fee increase (\$16.5K) Budget Forecast and Fee Study (\$30k)
008 Computer Maintenance												
01 Computer Maintenance	\$ 39,062	\$ 39,800	\$ 41,690	\$ 39,800	\$ 42,002	105.5%		\$ 42,500.00	6.8%	\$ -	0.0%	Trio Fee increases by \$3,000.
02 Hosted Services	\$ 6,520	\$ 6,720	\$ 6,202	\$ 6,700	\$ 5,555	82.9%		\$ 7,000.00	4.5%	\$ 6,700.00	0.0%	Trend increase of 4%
009 Professional Dues												
01 Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	-		\$ -	0.0%	\$ -	0.0%	
04 Professional Dues	\$ 11,615	\$ 12,000	\$ 11,945	\$ 12,000	\$ 10,244	85.4%		\$ 13,000.00	8.3%	\$ 12,000.00	0.0%	
010 Travel Expenses												
01 Mileage	\$ 2,418	\$ 1,000	\$ 535	\$ 1,500	\$ 1,195	79.7%		\$ 1,200.00	-20.0%	\$ 1,200.00	-20.0%	
02 Meals & Lodging	\$ 3,080	\$ 2,200	\$ 3,543	\$ 3,500	\$ 1,151	32.9%		\$ 3,000.00	-14.3%	\$ 3,000.00	-14.3%	
04 Conference Fees	\$ 1,577	\$ 1,600	\$ 1,447	\$ 1,800	\$ 594	33.0%		\$ 1,500.00	-16.7%	\$ 1,500.00	-16.7%	No national conferences
011 Training & Education												
02 Training & Education	\$ 1,185	\$ 1,300	\$ 1,561	\$ 1,600	\$ 804	50.3%		\$ 2,000.00	25.0%	\$ 1,500.00	-6.3%	
012 Elections												
01 Elections	\$ 6,351	\$ 8,000	\$ 7,455	\$ 5,800	\$ 3,482	60.0%		\$ 8,000.00	37.9%	\$ 8,000.00	37.9%	State Primary, RSU, Municipal, & General Elections
02 Contracted Expenses	\$ 2,234	\$ 2,115	\$ 2,803	\$ 2,000	\$ 2,036			\$ 3,000.00	50.0%	\$ 3,000.00	50.0%	Salaries, voter & election supplies, newspaper ads & misc expenses, Program tabulators & ballots for 11/2018
013 Car Allowance												
01 Car Allowance	\$ 640	\$ -	\$ -	\$ -	\$ -	-		\$ -				
014 New Equipment												
01 New Equipment	\$ 1,247	\$ 1,500	\$ 1,480	\$ 1,500	\$ 1,827	121.8%		\$ 1,200.00	-20.0%	\$ 1,200.00	-20.0%	
015 Telephone												
01 Cell Phone	\$ -	\$ -	\$ -	\$ 0	\$ 148			\$ 450.00	NA	\$ 450.00	NA	Manager phone
04 Telephone	\$ 6,923	\$ 7,200	\$ 7,073	\$ 7,200	\$ 5,126	71.2%		\$ 7,200.00	0.0%	\$ 7,200.00	0.0%	
017 Communications												
01 Web Site	\$ 170	\$ 335	\$ 381	\$ -	\$ -	-		\$ -				
03 Internet	\$ 1,371	\$ 1,440	\$ 1,499	\$ 1,440	\$ 1,355	94.1%		\$ 1,500.00	4.2%	\$ 1,440.00	0.0%	
018 Health Insurance												
01 Health Insurance	\$ 119,808	\$ 124,573	\$ 132,617	\$ 140,201	\$ 109,483	78.1%		\$ 182,953.80	30.5%	\$ 182,953.80	30.5%	Based on rate info provided, adding ambulance billing, etc.
019 Miscellaneous Expenses												
01 Misc Expenses	\$ 1,397	\$ 1,500	\$ 2,126	\$ 1,500	\$ 6,853	456.8%		\$ 1,500.00	0.0%	\$ 1,500.00	0.0%	
020 Computers & Typewriters												
01-Computers & Typewriters	\$ -	\$ -	\$ -	\$ -	\$ -	-		\$ -				
034 Worker's Compensation												
01 Worker's Compensation	\$ -	\$ -	\$ -	\$ 4,825	\$ 2,554	52.9%		\$ 4,815.00	-0.2%	\$ 4,815.00	0.0%	Insurer provided number (10-30-2017)
036 Vehicle Insurance												
01 - Vehicle Insurance	\$ 1,421	\$ 2,000	\$ 1,421	\$ 1,475	\$ 1,604	108.7%		\$ 2,003.40	35.8%	\$ 2,003.40	0.0%	Insurer provided number
038 Social Security												
01 Social Security	\$ 29,020	\$ 30,719	\$ 29,822	\$ 33,081	\$ 21,997	66.5%		\$ 39,595.46	19.7%	\$ 37,410.00	0.0%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 12,326	\$ 15,851	\$ 12,396	\$ 17,069	\$ 8,402	49.2%		\$ 17,342.38	1.6%	\$ 16,866.66	0.0%	calculated based on FT wages

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			Requested	2018			Comments	
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent		Manager Adjusted	% from Previous Year	Council Adjusted		% from Previous Year
10 General Government (Cont'd)												
073 Vehicle Repairs								\$ -				
01 Vehicle repairs	\$ 840	\$ 1,000	\$ 529	\$ 900	\$ 856	95.1%		\$ 1,000.00	11.1%	\$ 1,000.00	11.1%	
075 Gas/Oil/Filters								\$ -				
01 Gas/Oil/Filters	\$ 1,252	\$ 2,000	\$ 1,252	\$ 1,800	\$ 1,575	87.5%		\$ 1,800.00	0.0%	\$ 1,800.00	0.0%	
082 Bad Debt Allowance												
01 Bad Debt Allowance	\$ 110,292	\$ 100,000	\$ 98,287	\$ 100,000	\$ 35,188	35.2%	\$ -	\$ 100,000.00	0.0%	\$ 100,000.00	0.0%	Historic data represents budget and expense under Fire/EMS. Historic totals do not include this line item under Gen Gov.
02 Collection Fee	\$ 491	\$ -	\$ 491	\$ 1,200	\$ 1,220	101.7%	\$ -	\$ 1,000.00	-16.7%	\$ 1,000.00	-16.7%	Historic data represents budget and expense under Fire/EMS. Historic totals do not include this line item under Gen Gov.
Totals	\$ 714,885	\$ 735,357	\$ 742,909	\$ 787,868	\$ 599,592	76.1%		\$ 1,080,857.72	37.2%	\$ 972,958.47	23.5%	
11 Economic Development												
001 Salaries												
01 Regular Pay	\$ 65,278	\$ 88,545	\$ 88,482	\$ 92,903	\$ 59,353	63.9%	\$ 100,109.34	\$ 100,109.34	7.8%	\$ 96,928.35	7.8%	Assumes 3.5% for non-union with additional 2% step in grade at anniversary.
03 Overtime	\$ -	\$ -	\$ -	\$ 2,500	\$ 194	7.8%	\$ -	\$ -	-100.0%	\$ -	-100.0%	(Manager COLA 2% only)
003 Office Supplies												
01 Postage	\$ 33	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
02 Advertising	\$ 11,002	\$ 10,000	\$ 10,000	\$ 9,000	\$ 7,800	86.7%	\$ 12,000.00	\$ 14,000.00	55.6%	\$ 9,000.00	55.6%	5K for Chamber Services
04 Equipment Repair	\$ 89	\$ 100	\$ -	\$ 100	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
08 Office Supplies	\$ 74	\$ 100	\$ -	\$ 100	\$ -	0.0%	\$ 100.00	\$ 100.00	0.0%	\$ 100.00	0.0%	
005 General Govt. Legal Fees												
04 Legal Fees	\$ 915	\$ 1,500	\$ 500	\$ 500	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
008 Computer Maintenance												
02 Hosted Services	\$ 238	\$ 450	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
xx GIS License							\$ 1,000.00	\$ 1,000.00	#DIV/0!	\$ 1,000.00	#DIV/0!	GIS License maintenance
009 Professional Dues												
01 Subscriptions	\$ 4,058	\$ 4,050	\$ 4,050	\$ 4,100	\$ 4,359	106.3%	\$ 5,000.00	\$ 4,500.00	9.8%	\$ 4,500.00	0.0%	Includes 1/2 ICMA, APA(2), IEDC, Main Street
010 Travel Expenses												
01 Mileage	\$ 751	\$ 800	\$ 500	\$ 800	\$ -	0.0%	\$ -	\$ 1,200.00	50.0%	\$ 1,200.00	50.0%	Use of private vehicles must be reimbursed if no city vehicle is available for use.
02 Meals & Lodging	\$ 845	\$ 1,200	\$ 870	\$ 1,500	\$ -	0.0%	\$ -	\$ 1,200.00	-20.0%	\$ 1,200.00	-20.0%	In state econ meetings
04 Conference Fees	\$ 908	\$ 1,500	\$ 900	\$ 1,700	\$ 860	50.6%	\$ -	\$ 1,500.00	-11.8%	\$ 1,500.00	-11.8%	IEDC, MMA, Main Street
018 Health Insurance												
01 Health Insurance	\$ 7,789	\$ 30,025	\$ 10,141	\$ 10,354	\$ 17,581	169.8%	\$ 32,057.09	\$ 32,057.09	209.6%	\$ 32,057.09	209.6%	Based on rate info provided. Added marketing director benefits.
019 Miscellaneous Expenses												
01 Misc Expenses	\$ 496	\$ -	\$ -	\$ -	\$ 11,000	0.0%	\$ -	\$ 1,000.00	#DIV/0!	\$ 1,000.00	#DIV/0!	
031 Building Maintenance												
01 Building Maintenance	\$ 17,911	\$ 300	\$ 950	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
038 Social Security												
01 Social Security	\$ 5,493	\$ 6,774	\$ 5,973	\$ 7,107	\$ 4,430	62.3%	\$ 7,572.89	\$ 7,572.89	6.6%	\$ 7,415.02	110.9%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 3,064	\$ 4,057	\$ 3,857	\$ 4,277	\$ 585	13.7%	\$ 4,200.18	\$ 4,200.18	-1.8%	\$ 4,133.81	94.9%	calculated based on FT wages
238 Trail Groomer Reserve												
01 Trail Groomer Reserve	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	100.0%	\$ 10,000.00	\$ 10,000.00	0.0%	\$ 10,000.00	0.0%	
280 Revolving Loan Fund												
01 Revolving Loan Fund	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	100.0%	\$ -	\$ -	0.0%	\$ -	-100.0%	This account has accumulated \$200,000 over the years. An additional revolving loan fund has \$274,000 in it. Economic funds may be better utilized elsewhere now.
281 Contracted Services												
01 Buxton Contract	\$ 50,000	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 NMDC	\$ 13,821	\$ 13,715	\$ 13,715	\$ 13,730	\$ 13,730	100.0%	\$ 13,730.00	\$ 13,730.00	0.0%	\$ 13,730.00	0.0%	
04 Broadband Study	\$ -	\$ -	\$ -	\$ 50,000	\$ -	0.0%	\$ 10,000.00	\$ 10,000.00	-80.0%	\$ 10,000.00	0.0%	Franchise Study
xx Rental Assistance Program							\$ 10,000.00	\$ 10,000.00	#DIV/0!	\$ -	#DIV/0!	New business assistance program
385 - Downtown Infrastructure												
01 Downtown Infrastructure	\$ 68,228	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 10,000.00	\$ 5,000.00	#DIV/0!	\$ 5,000.00	#DIV/0!	Physical Infrastructure enhancements
392 Ads & Marketing												
01 Video Ads & Marketing	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.0%	\$ 20,000.00	\$ 6,000.00	-70.0%	\$ -	-100.0%	No outside consultant.

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
11 Economic Development (Cont'd)												
394 Community Projects												
08 Winter Carnival	\$ 897	\$ 3,000	\$ 2,691	\$ 3,000	\$ 900	30.0%	\$ 3,000.00	\$ 3,000.00	0.0%	\$ 3,000.00	0.0%	
14 Thursday's On Sweden	\$ 2,802	\$ 7,000	\$ 1,593	\$ 7,000	\$ 8,543	122.0%	\$ 10,000.00	\$ 8,000.00	14.3%	\$ 8,000.00	0.0%	Additional kid friendly elements, music improvements
15 Heritage Days	\$ 3,666	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%	\$ 7,000.00	\$ 1,500.00	-78.6%	\$ 1,500.00	0.0%	Combined with Caribou Days but some minor heritage events and programs coordinated with library/museums
16 Caribou Days	\$ (200)	\$ -	\$ (200)	\$ 2,000	\$ 1,927	96.3%	\$ 2,000.00	\$ 9,000.00	350.0%	\$ 9,000.00	0.0%	add fireworks, events to annual celebration
17 Moose Lottery	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,999	100.0%	\$ 5,000.00	\$ -	-100.0%	\$ -	0.0%	
18 New Years Eve	\$ -	\$ -	\$ -	\$ 2,000	\$ 536	26.8%	\$ -	\$ -	-100.0%	\$ -	0.0%	
XX New Events	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 5,000.00	\$ 5,000.00	#DIV/0!	\$ 2,500.00	#DIV/0!	Possible Wine and Dine activity, Halloween activities
20 Miscellaneous	\$ (18)	\$ -	\$ (333)	\$ 2,000	\$ 1,438	71.9%	\$ 2,000.00	\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	
405 Slum/Blight Removal												
01 Slum/Blight Removal	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0.0%	\$ 3,500.00	\$ 105,000.00	425.0%	\$ 75,000.00	275.0%	Birdseye site clean up, Patten street improvements
411 Façade Improvement												
01 Façade Improvement	\$ 5,000	\$ 50,000	\$ 10,000	\$ 20,000	\$ 118,662	593.3%	\$ 18,000.00	\$ 18,000.00	-20.0%	\$ 15,000.00	0.0%	
413 New Fire Station												
01 New Fire Station	\$ 16,378	\$ 50,000	\$ 16,378	\$ 22,500	\$ -	0.0%	\$ -	\$ 40,000.00	-20.0%	\$ 25,000.00	30.0%	Concept market study and site design
Totals	\$ 283,963	\$ 340,116	\$ 237,067	\$ 399,171	\$ 368,396	92.3%	\$ 291,269.50	\$ 414,669.50	3.9%	\$ 339,764.27	89.0%	

12 Chamber / Nylander Museum												
001 Salaries												
01 Regular Pay	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 1,211.60	\$ 2,423.20	NA	\$ 1,171.04	NA	4 hr/wk janitor instead of janitorial services (see 068 below)
003 Office Supplies												
01 Postage	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 Copier Rental	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Printer Ink	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
07 Paper	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
08 Office Supplies	\$ 266	\$ -	\$ 266	\$ 900	\$ 1,179	131.0%	\$ 900.00	\$ 900.00	0.0%	\$ 900.00	0.0%	
015 Telephone												
04 Telephone	\$ 631	\$ 640	\$ 627	\$ 640	\$ 498	77.9%	\$ 640.00	\$ 640.00	0.0%	\$ 640.00	0.0%	
017 Communications												
01 Website	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 Internet	\$ 697	\$ 720	\$ 720	\$ 720	\$ 680	94.4%	\$ 720.00	\$ 720.00	0.0%	\$ 720.00	0.0%	
018 Health Insurance												
01 Health Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
019 Miscellaneous Expenses												
01 Misc Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
026 Heating Fuel												
03 Heating Fuel	\$ 2,897	\$ 3,500	\$ 1,544	\$ 2,500	\$ 1,282	51.3%	\$ 2,600.00	\$ 2,600.00	4.0%	\$ 2,500.00	0.0%	
027 Electricity												
11 Electricity	\$ 1,000	\$ 1,200	\$ 748	\$ 900	\$ 672	74.7%	\$ 954.00	\$ 954.00	6.0%	\$ 954.00	6.0%	12% increase requested by EMERA. Algonquin power rate reduction of 1.5% equates to a 6% power increase overall.
028 Water												
01 Water	\$ 1,109	\$ 1,100	\$ 1,130	\$ 1,145	\$ 879	76.8%	\$ 1,200.00	\$ 1,200.00	4.8%	\$ 1,200.00	4.8%	
029 Sewer												
01 Sewer	\$ 200	\$ 200	\$ 200	\$ 200	\$ 150	75.0%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
030 Building Supplies												
01 Building Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
031 Building Maintenance												
01 Building Maintenance	\$ 547	\$ 200	\$ 1,360	\$ 13,000	\$ 532	4.1%	\$ 3,000.00	\$ 3,000.00	-76.9%	\$ 3,000.00	-76.9%	
032 Property Insurance												
01 Property Insurance	\$ 1,653	\$ 1,330	\$ 1,377	\$ 1,400	\$ 1,177	84.1%	\$ 1,463.70	\$ 1,463.70	4.6%	\$ 1,463.70	4.6%	Insurance provided numbers
038 Social Security												
01 Social Security							\$ 231.80	\$ 231.80	NA	\$ 89.58	NA	Connected to Wage increases
068 Janitorial Services												
01 Property Maintenance	\$ -	\$ -	\$ -	\$ 5,180	\$ 878	17.0%	\$ -	\$ -	NA	\$ -	0.0%	
Totals	\$ 25,938	\$ 8,890	\$ 7,972	\$ 26,585	\$ 7,995	30.1%	\$ 13,121.10	\$ 14,332.70	-46.1%	\$ 12,838.32	-51.7%	

17 Health and Sanitation												
022 Health Officer												
01 Health Officer	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%		500	0.0%	\$ 500.00	0.0%	
023 Tri-Community Landfill												
01 Tri-Community Landfill	\$ 220,096	\$ 249,204	\$ 147,765	\$ 249,201	\$ 207,745	83.4%		250,000	0.3%	\$ 250,000.00	0.3%	
038 - Social Security												
01 - Social Security	\$ 36	\$ 36	\$ 36	\$ 36	\$ -	0.0%		36	0.0%	\$ 36.00	0.0%	
Totals	\$ 220,620	\$ 249,740	\$ 148,301	\$ 249,737	\$ 207,745	83.2%		250,536	0.3%	\$ 250,536.00	0.3%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			Requested	2018		% from Previous Year	Council Adjusted	% from Previous Year	Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent		Manager Adjusted					
18 Municipal Building													
024 Maintenance - Comm. Center													
01 Maintenance - Comm. Center	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		-	0.0%	\$ -	0.0%		
02 Water & Sewer	\$ 1,093	\$ 900	\$ 973	\$ 1,000	\$ 536	53.6%		1,000	0.0%	\$ 1,000.00	0.0%		
03 Janitorial	\$ 250	\$ -	\$ -	\$ -	\$ -	0.0%		-	0.0%	\$ -	0.0%		
04 Electric	\$ 2,588	\$ 2,500	\$ 2,771	\$ 2,700	\$ 1,911	70.8%		2,862	6.0%	\$ 2,862.00	6.0%	12% increase requested by EMERA. Algonquin power rate reduction of 1.5% equates to a 6% power increase overall.	
06 Lions Building	\$ 2,925	\$ 6,500	\$ 1,650	\$ 3,000	\$ 1,200	40.0%		3,500	16.7%	\$ 3,500.00	16.7%		
025 Heating Fuel - Lions Building													
01 Heating Fuel Lions Building	\$ 4,066	\$ 5,000	\$ 3,516	\$ 3,700	\$ 2,216	59.9%		3,700	0.0%	\$ 3,700.00	0.0%		
026 Heating Fuel													
03 Heating Fuel	\$ 11,713	\$ 13,000	\$ 8,794	\$ 9,900	\$ 7,161	72.3%		10,000	1.0%	\$ 10,000.00	1.0%		
027 Electricity													
11 Electricity	\$ 13,815	\$ 14,500	\$ 12,551	\$ 13,500	\$ 8,472	62.8%		14,310	6.0%	\$ 14,310.00	6.0%		
028 Water													
05 Water	\$ 850	\$ 800	\$ 858	\$ 950	\$ 604	63.6%		975	2.6%	\$ 975.00	2.6%		
029 Sewer													
01 Sewer	\$ 576	\$ 630	\$ 532	\$ 600	\$ 368	61.3%		600	0.0%	\$ 600.00	0.0%		
030 Building Supplies													
01 Building Supplies	\$ 2,890	\$ 3,000	\$ 3,343	\$ 5,000	\$ 2,333	46.7%		4,500	-10.0%	\$ 4,500.00	-10.0%		
031 Building Maintenance													
01 Building Maintenance	\$ 7,024	\$ 6,000	\$ 12,688	\$ 10,000	\$ 5,219	52.2%		13,000	30.0%	\$ 13,000.00	30.0%	Replace lights in front of City Hall. Need new backup power system. Boiler replacement. See Capital Improvements	
03 Boiler Maintenance	\$ 7,195	\$ 5,000	\$ 3,630	\$ 6,000	\$ -	0.0%		5,000	-16.7%	\$ 5,000.00	-16.7%		Likely need new boiler. See Capital Improvements
032 Property Insurance													
01 Property Insurance	\$ -	\$ 3,118	\$ 939	\$ 950	\$ 763	80.3%		949	-0.1%	\$ 949.02	-0.1%	Insurer provided number	
033 Building Insurance-Comm. Ctr.													
01 Building Ins. - Comm. Ctr.	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		-	0.0%	\$ -	0.0%		
271 Contracted Services													
01 Janitorial & Supplies	\$ 11,003	\$ 12,640	\$ 10,140	\$ 12,640	\$ 8,450	66.9%		11,000	-13.0%	\$ 11,000.00	-13.0%		
XXX Municipal Building Reserve								5,000	0.0%	\$ 5,000.00	#DIV/0!		
Totals	\$ 66,875	\$ 73,588	\$ 62,385	\$ 69,940	\$ 39,232	56.1%		76,396	9.2%	\$ 76,396.02	9.2%	0.0%	
20 General Assistance													
001 Salaries													
01 Regular Pay	\$ 16,217	\$ 20,027	\$ 16,630	\$ 19,352	\$ 15,041	77.7%	\$ 20,428.15	\$ 20,428.15	5.6%	\$ 19,737.36	2.0%	Part Jayne. Assumes 3.5% for non-union with additional 2% step in grade at anniversary.	
003 Office Supplies													
01 Postage	\$ 92	\$ 105	\$ 84	\$ 110	\$ 54	49.2%	\$ 110.00	\$ 110.00	0.0%	\$ 110.00	0.0%		
05 Printer Ink	\$ 20	\$ 60	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%		
08 Office Supplies	\$ 39	\$ -	\$ 46	\$ 50	\$ 39	79.0%	\$ 50.00	\$ 50.00	0.0%	\$ 50.00	0.0%		
006 Legal Fees													
01 Legal Fees	\$ 55	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%		
010 Travel Exp													
04 Conf Fee	\$ 40	\$ 150	\$ 40	\$ 150	\$ 238	158.4%	\$ 250.00	\$ 250.00	66.7%	\$ 250.00	66.7%	Lodging for spring conference	
011 Training & Education													
02 Training & Education	\$ 65	\$ 65	\$ 65	\$ 65	\$ 125	192.3%	\$ 215.00	\$ 215.00	230.8%	\$ 215.00	230.8%	In 2018, will start GA certification program. Spring Conference fee, GA Basics and Advanced	
014 New Equipment													
01 New Equipment	\$ 200	\$ -	\$ 200	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%		
018 Health Insurance													
01 Health Insurance	\$ 5,676	\$ 7,353	\$ 6,934	\$ 7,737	\$ 5,845	75.5%	\$ 8,290.53	\$ 8,290.53	7.2%	\$ 8,290.53	7.2%	Based on rate info provided	
019 Miscellaneous Expenses													
01 Misc. Expenses	\$ 7	\$ 50	\$ 13	\$ 50	\$ 44	87.3%	\$ 150.00	\$ 150.00	200.0%	\$ 150.00	200.0%	6 month for area rug for clients' chairs & appointment calendar	
038 Social Security													
01 Social Security	\$ 1,125	\$ 1,532	\$ 1,159	\$ 1,480	\$ 1,047	70.7%	\$ 1,562.75	\$ 1,562.75	5.6%	\$ 1,562.75	5.6%	calculated based on wages	
040 City & State Retirement													
01 City & State Retirement	\$ 624	\$ 755	\$ 638	\$ 729	\$ 551	75.6%	\$ 714.99	\$ 714.99	-1.9%	\$ 714.99	-1.9%	calculated based on FT wages	
044 Reimbursements													
01 Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%		
051 Equipment Maintenance													
05 Equipment Maintenance	\$ 937	\$ 960	\$ 965	\$ 960	\$ 750	78.1%	\$ 1,025.00	\$ 1,025.00	6.8%	\$ 1,025.00	6.8%	Monthly rate is increasing from \$75 to \$80 per month with backup service is \$65 for the year	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
20 General Assistance (Cont'd)												
053 G.A. - City												
01 G. A. City	\$ 34,557	\$ 46,300	\$ 29,465	\$ 39,500	\$ 24,257	61.4%	\$ 35,000.00	\$ 35,000.00	-11.4%	\$ 35,000.00	-11.4%	
02 - G.A. State	\$ 277	\$ 2,000	\$ 295	\$ 1,000	\$ -	0.0%	\$ 750.00	\$ 750.00	-25.0%	\$ 750.00	-25.0%	
03 - GA - Nonreimbursible	\$ -	\$ 500	\$ -	\$ 500	\$ -	0.0%	\$ 500.00	\$ 500.00	0.0%	\$ 500.00	0.0%	
Totals	\$ 59,930	\$ 79,857	\$ 56,535	\$ 71,684	\$ 47,990	66.9%	\$ 69,046.42	\$ 69,046.42	-3.7%	\$ 68,355.63	-4.6%	
22 Tax Assessing												
001 Salaries												
01 Regular Pay	\$ 102,681	\$ 112,591	\$ 111,898	\$ 122,641	\$ 103,843	84.7%	\$ 182,676.13	\$ 182,676.13	49.0%	\$ 181,543.09	48.0%	New Zoning Admin Position. Assumes 2% step in grade at anniversary.
02 Overtime Pay	\$ 1,491	\$ 2,500	\$ 1,491	\$ 1,500	\$ 2,951	196.7%	\$ 1,500.00	\$ 1,000.00	-33.3%	\$ 1,000.00	-33.3%	
07 Salaries-Bd of Assessors	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	100.0%	\$ 1,500.00	\$ 1,500.00	0.0%	\$ 1,500.00	0.0%	
003 Office Supplies												
01 Postage	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Printer Ink	\$ 198	\$ 300	\$ 172	\$ 300	\$ 325	108.2%	\$ 300.00	\$ 300.00	0.0%	\$ 300.00	0.0%	
08 Office Supplies	\$ 342	\$ 300	\$ 530	\$ 300	\$ 350	116.6%	\$ 300.00	\$ 350.00	16.7%	\$ 350.00	16.7%	
006 Legal Fees												
01 Legal Fees	\$ -	\$ -	\$ -	\$ 500	\$ -	0.0%	\$ 500.00	\$ 500.00	0.0%	\$ 500.00	0.0%	
009 Professional Dues												
02 IAAO	#DIV/0!	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	0.0%	\$ -	0.0%	
04 Professional Dues	\$ 379	\$ 600	\$ 577	\$ 600	\$ 70	11.7%	\$ 600.00	\$ 750.00	25.0%	\$ 750.00	25.0%	IAAO, NEAAO, IAAO, APA, ICC, M
010 Travel Expenses												
01 Mileage	\$ 1,690	\$ 1,000	\$ 3,022	\$ 3,000	\$ 1,355	45.2%	\$ 3,000.00	\$ 4,500.00	50.0%	\$ 2,500.00	-16.7%	Personal vehicle use (more staff but not adding cars)
02 Meal & Lodge	\$ 2,239	\$ 3,000	\$ 2,730	\$ 3,500	\$ 1,011	28.9%	\$ 3,500.00	\$ 4,000.00	14.3%	\$ 4,000.00	14.3%	Additional conferences for new Zoning
04 CONF FEE	#DIV/0!	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Travel Expenses	#DIV/0!	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	0.0%	\$ -	0.0%	
011 Training & Education												
02 Training & Education	\$ 1,460	\$ 2,500	\$ 1,787	\$ 2,000	\$ 521	26.1%	\$ 2,000.00	\$ 2,500.00	25.0%	\$ 2,500.00	25.0%	
013 Car Allowance												
01 Car Allowance	\$ 83	\$ 1,000	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	#DIV/0!	
015 Telephone												
01 Cell Phone	\$ 265	\$ 500	\$ 307	\$ 500	\$ 239	47.9%	\$ 700.00	\$ 700.00	40.0%	\$ 550.00	10.0%	Penny stipend, Tony's phone, ZA stipend
04 Telephone	\$ 492	\$ 500	\$ 513	\$ 500	\$ 359	71.7%	\$ 510.00	\$ 510.00	2.0%	\$ 510.00	2.0%	
018 Health Insurance												
01 Health Insurance	\$ 27,173	\$ 29,005	\$ 29,005	\$ 30,507	\$ 25,603	83.9%	\$ 55,270.23	\$ 55,270.23	81.2%	\$ 55,270.23	81.2%	Based on rates provided. Added ZA
019 Miscellaneous Expenses												
01 Misc. Expense	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
038 Social Security												
01 Social Security	\$ 7,682	\$ 8,613	\$ 8,101	\$ 9,382	\$ 7,672	81.8%	\$ 13,974.49	\$ 13,974.49	48.9%	\$ 13,888.05	48.0%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 2,085	\$ 2,261	\$ 2,126	\$ 2,614	\$ 1,959	75.0%	\$ 4,438.02	\$ 4,438.02	69.8%	\$ 3,425.59	31.1%	calculated based on FT wages
051 Equipment Maint												
01 Software							\$ -	\$ 1,850.00	NA	\$ 1,850.00	#DIV/0!	GIS License, office suite
055 Books & Periodicals												
03 Books & Periodicals	\$ 208	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	#DIV/0!	
056 Contracted Services												
01 Registry	\$ 558	\$ 350	\$ 577	\$ 500	\$ 38	7.6%	\$ 500.00	\$ 500.00	0.0%	\$ 500.00	0.0%	
04 Contracted Services	\$ 3,815	\$ 4,500	\$ 4,451	\$ 4,500	\$ 758	16.9%	\$ 4,500.00	\$ 4,500.00	0.0%	\$ 4,500.00	0.0%	Marshall Swift, Tax Maps
01 Assessment Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
058 Codes Maintenance												
01 Codes Maintenance	\$ 328	\$ 200	\$ 328	\$ 500	\$ -	0.0%	\$ 500.00	\$ 600.00	20.0%	\$ 600.00	20.0%	New ICC code books
070 Clothing Allowance												
03 Clothing	\$ -	\$ -	\$ -	\$ 900	\$ 607	67.5%	\$ 500.00	\$ 600.00	-33.3%	\$ 300.00	-66.7%	
075 Gas/Oil/Filters												
01 Gas/Oil/Filters	\$ -	\$ 1,500	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
Totals	\$ 150,035	\$ 172,720	\$ 169,116	\$ 185,745	\$ 149,159	80.3%	\$ 276,768.87	\$ 281,018.87	51.3%	\$ 321,336.96	73.0%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
24 Housing												
001 Salaries												
01 Regular Pay	\$ 48,160	\$ 51,447	\$ 46,367	\$ 51,447	\$ 41,553	80.8%	\$ 54,312.60	\$ 54,312.60	5.6%	\$ 52,475.87	2.0%	Assumes 2% step in grade at anniversary.
03-FSS Grant	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
003 Office Supplies												
01 Postage	\$ 1,007	\$ -	\$ 1,007	\$ 800	\$ 780	97.5%	\$ 800.00	\$ 1,000.00	25.0%	\$ 1,000.00	25.0%	
02 Advertising	\$ 423	\$ -	\$ 423	\$ 150	\$ 162	108.1%	\$ 300.00	\$ 300.00	100.0%	\$ 300.00	100.0%	
03 Copier Rental	\$ 1,915	\$ -	\$ 1,915	\$ 1,850	\$ 1,543	83.4%	\$ 1,900.00	\$ 1,900.00	2.7%	\$ 1,900.00	2.7%	
05 Printer Ink	\$ 116	\$ -	\$ 116	\$ -	\$ 110	0.0%	\$ 100.00	\$ 100.00	#DIV/0!	\$ 100.00	#DIV/0!	
07 Paper	\$ -	\$ -	\$ -	\$ -	\$ 52	0.0%	\$ 100.00	\$ 100.00	#DIV/0!	\$ 100.00	#DIV/0!	
08 Office Supplies	\$ 2,393	\$ -	\$ 2,393	\$ 1,500	\$ 1,069	71.3%	\$ 750.00	\$ 750.00	-50.0%	\$ 750.00	-50.0%	
12 Software	\$ 6,890	\$ -	\$ 6,890	\$ 15,000	\$ 11,426	76.2%	\$ 15,000.00	\$ 15,000.00	0.0%	\$ 15,000.00	0.0%	
007 Audit												
01 Audit	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
009 Professional Dues												
01 Subscriptions	\$ 224	\$ -	\$ 224	\$ 225	\$ 224	99.6%	\$ 225.00	\$ 225.00	0.0%	\$ 225.00	0.0%	
04 Professional Dues	\$ 1,000	\$ -	\$ 1,000	\$ 500	\$ 500	100.0%	\$ 750.00	\$ 750.00	50.0%	\$ 750.00	50.0%	
010 Travel Expenses												
01 Mileage	\$ -	\$ -	\$ -	\$ 0	\$ 1,023	#####	\$ -	\$ -	0.0%	\$ -	0.0%	
02 Meals & Lodging	\$ 51	\$ -	\$ 51	\$ 1,000	\$ 711	71.1%	\$ 500.00	\$ 500.00	-50.0%	\$ 500.00	-50.0%	
05 Travel Expenses	\$ 21	\$ -	\$ 21	\$ -	\$ -	0.0%	\$ 500.00	\$ 500.00	#DIV/0!	\$ 500.00	#DIV/0!	
011 Training and Education												
02 Training and Education	\$ 1,317	\$ -	\$ 1,317	\$ 1,500	\$ 1,750	116.7%	\$ 1,500.00	\$ 1,500.00	0.0%	\$ 1,500.00	0.0%	
015 Telephone												
04 Telephone	\$ 494	\$ 518	\$ 501	\$ 500	\$ 424	84.9%	\$ 500.00	\$ 500.00	0.0%	\$ 500.00	0.0%	
017 Communications												
03 Communications	\$ (136)	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 250.00	\$ -	#DIV/0!	\$ -	#DIV/0!	
018 Health Insurance												
01 Health Insurance Housing	\$ 11,496	\$ 8,000	\$ 8,338	\$ 8,000	\$ 2,249	28.1%	\$ 2,591.16	\$ 2,591.16	-67.6%	\$ 2,591.16	-67.6%	
02 Health Ins. Stipend FSS	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
034-Workers Comp												
01-Workers Comp Housing	\$ 342	\$ 500	\$ 69	\$ 460	\$ -	0.0%	\$ -	\$ 167.00	-63.7%	\$ 167.00	-63.7%	
01-Workers Comp FSS	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	#DIV/0!	\$ -	0.0%	see fund 96
035-Unemployment												
01-Unemployment Housing	\$ 327	\$ 500	\$ 308	\$ 350	\$ -	0.0%	\$ -	\$ 296.40	-15.3%	\$ 296.40	-15.3%	
01-Unemployment FSS	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	#DIV/0!	\$ -	0.0%	see fund 96
038-Social Security												
01-Social Security Housing	\$ 4,190	\$ 4,548	\$ 4,317	\$ 4,279	\$ 3,456	80.8%	\$ 4,154.91	\$ 4,154.91	-2.9%	\$ 4,154.91	-2.9%	calculated based on wages
01-Social Security FSS	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
040 City & State Retirement												
01-Retirement Housing	\$ 1,874	\$ 2,240	\$ 1,908	\$ 1,891	\$ 1,528	80.8%	\$ 1,900.94	\$ 1,900.94	0.5%	\$ 1,900.94	0.5%	calculated based on FT wages
285 Year End Closing												
01-Year End Closing	\$ -	\$ 3,329	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	
412 - Fee Accountant												
01 - Fee Accountant	\$ 5,136	\$ -	\$ 5,136	\$ 5,000	\$ 4,217	84.3%	\$ 4,500.00	\$ 4,500.00	-10.0%	\$ 4,500.00	-10.0%	
Totals	\$ 73,623	\$ 71,081	\$ 82,303	\$ 96,452	\$ 72,778	75.5%	\$ 90,634.61	\$ 91,048.01	-5.6%	\$ 89,211.28	-7.5%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
24 Library												
001 Salaries												Assumes 2% step in grade at anniversary of employees. New PT(15). Reduced Library Hours on Thursday and Fridays.
01 Regular Pay	\$ 108,607	\$ 105,752	\$ 93,642	\$ 103,647	\$ 86,136	83.1%	\$ 113,989.86	\$ 113,989.86	10.0%	\$ 115,197.68	11.1%	
02 Overtime	\$ 557	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
003 Office Supplies												
01 Postage	\$ 560	\$ 750	\$ 444	\$ 500	\$ 397	79.4%	\$ 650.00	\$ 550.00	10.0%	\$ 550.00	10.0%	
02 Advertising	\$ 206	\$ 250	\$ 322	\$ 350	\$ 287	82.1%	\$ 250.00	\$ 250.00	-28.6%	\$ 250.00	-28.6%	
03 Copier Rental	\$ 1,855	\$ 1,500	\$ 1,872	\$ 1,800	\$ 1,325	73.6%	\$ 1,650.00	\$ 1,650.00	-8.3%	\$ 1,650.00	-8.3%	
05 Printer Ink	\$ 188	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
07 Paper	\$ 106	\$ 100	\$ 136	\$ 200	\$ 237	118.4%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
08 Office Supplies	\$ 1,694	\$ 1,200	\$ 1,537	\$ 1,400	\$ 1,874	133.9%	\$ 2,000.00	\$ 1,600.00	14.3%	\$ 1,600.00	14.3%	
11 Equip Rental	\$ -	\$ -	\$ -	\$ 0	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
005 Gen Gov't Leg												
01 CCC&I	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
008 Computer Maintenance												
01 Computer Maintenance	\$ 12,648	\$ 13,200	\$ 12,195	\$ 13,200	\$ 10,354	78.4%	\$ 12,800.00	\$ 12,800.00	-3.0%	\$ 12,800.00	-3.0%	
009 Professional Dues												
01 Subscriptions	\$ 214	\$ 200	\$ 154	\$ 200	\$ 55	27.5%	\$ 150.00	\$ 150.00	-25.0%	\$ 150.00	-25.0%	
010 Travel Expenses												
01 Mileage	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
02 Meals & Lodging	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Travel Expenses	\$ 606	\$ 500	\$ 915	\$ 800	\$ 175	21.9%	\$ 800.00	\$ 800.00	0.0%	\$ 800.00	0.0%	
011 Training & Education												
02 Training & Education	\$ 377	\$ 500	\$ 229	\$ 500	\$ 655	131.0%	\$ 500.00	\$ 500.00	0.0%	\$ 500.00	0.0%	
014 New Equipment												
01 New Equipment	\$ 2,133	\$ 2,250	\$ 1,838	\$ 2,250	\$ 673	29.9%	\$ 2,000.00	\$ 2,000.00	-11.1%	\$ 2,000.00	-11.1%	
015 Telephone												
04 Telephone	\$ 1,736	\$ 2,170	\$ 869	\$ 2,170	\$ 1,420	65.5%	\$ 2,000.00	\$ 2,000.00	-7.8%	\$ 2,000.00	-7.8%	
016-02 Misc Income												
018 Health Insurance												
01 Health Insurance	\$ 17,102	\$ 20,016	\$ 16,880	\$ 19,318	\$ 7,355	38.1%	\$ 19,318.00	\$ 10,127.41	-47.6%	\$ 9,527.41	-50.7%	0.0%
019 Miscellaneous Expenses												
01 Misc. Expenses	\$ 260	\$ 250	\$ 286	\$ 250	\$ 239	95.5%	\$ 250.00	\$ 250.00	0.0%	\$ 250.00	0.0%	
026 Heating Fuel												
03 Heating Fuel	\$ 10,858	\$ 14,000	\$ 7,710	\$ 12,000	\$ 7,229	60.2%	\$ 12,480.00	\$ 12,000.00	0.0%	\$ 12,000.00	0.0%	Projected 4% increase
027 Electricity												
11 Electricity	\$ 4,674	\$ 5,040	\$ 4,107	\$ 5,040	\$ 2,723	54.0%	\$ 4,500.00	\$ 5,342.40	6.0%	\$ 5,342.40	6.0%	12% increase requested by EMERA. Algonquin power rate reduction of 1.5% equates to a 6% power increase overall.
028 Water												
05 Water	\$ 257	\$ 334	\$ 242	\$ 255	\$ 188	73.6%	\$ 255.00	\$ 275.00	7.8%	\$ 275.00	7.8%	
029 Sewer												
01 Sewer	\$ 219	\$ 225	\$ 207	\$ 225	\$ 150	66.7%	\$ 225.00	\$ 250.00	11.1%	\$ 250.00	11.1%	
031 Building Maintenance												
01 Building Maintenance	\$ 8,268	\$ 6,000	\$ 9,166	\$ 6,000	\$ 7,785	129.7%	\$ 8,000.00	\$ 6,000.00	0.0%	\$ 6,000.00	0.0%	Flat trend for past 8 yrs. Larger capital improvements anticipated. See capital improvements 2018, 2019
032 Property Insurance												
01 Property Insurance	\$ 1,431	\$ 1,741	\$ 1,719	\$ 1,736	\$ 1,411	81.3%	\$ 1,800.00	\$ 1,756.65	1.2%	\$ 1,756.65	1.2%	Water damage in the library in which we had some insurance coverage for. Insurer provided number shown
034 Worker's Compensation												
01 Worker's Compensation	\$ -	\$ -	\$ -	\$ 664	\$ 668	100.5%	\$ 650.00	\$ 283.00	-57.4%	\$ 283.00	-57.4%	Insurer provided number (10-30-2017)
038 Social Security												
01 Social Security	\$ 7,154	\$ 8,090	\$ 6,847	\$ 7,929	\$ 6,413	80.9%	\$ 8,000.00	\$ 9,419.70	18.8%	\$ 8,400.50	5.9%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 1,265	\$ 1,788	\$ 1,249	\$ 1,687	\$ -	0.0%	\$ -	\$ 1,975.09	17.1%	\$ 1,836.45	8.9%	calculated based on FT wages
055 Books & Periodicals												
01 Mars and Swift	\$ -	\$ -	\$ -	\$ 0	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 Books & Periodicals	\$ 20,091	\$ 19,000	\$ 21,502	\$ 19,000	\$ 11,940	62.8%	\$ 19,000.00	\$ 18,000.00	-5.3%	\$ 18,000.00	-5.3%	
271 Contracted Services												
01 Janitorial & Supplies	\$ 9,686	\$ 13,880	\$ 10,751	\$ 13,880	\$ 10,443	75.2%	\$ 12,900.00	\$ 13,000.00	-6.3%	\$ 13,000.00	-6.3%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
24 Library (Cont'd)												
406 Programming												
01 Library Programs	\$ 664	\$ 600	\$ 704	\$ 600	\$ 416	69.4%	\$ 800.00	\$ 700.00	16.7%	\$ 700.00	16.7%	
291 Computer Reserve												
01 Computer Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
000 Roof Phase I	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
01 Roofing Phase I	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
Totals	\$ 209,274	\$ 219,336	\$ 195,523	\$ 215,600	\$ 160,548	74.5%	\$ 225,167.86	\$ 215,869.11	0.1%	\$ 215,319.09	-0.1%	
31 Fire and Ambulance												
001 Salaries												
01 Regular Pay	\$ 743,297	\$ 792,195	\$ 716,855	\$ 828,992	\$ 657,506	79.3%	\$ 865,465.57	\$ 865,465.57	4.4%	\$ 853,532.81	3.0%	No additional help. Union receives 3.5% increase. Non union receives 2% step in grade at anniversary.
02 Overtime	\$ 293,235	\$ 270,905	\$ 354,764	\$ 300,000	\$ 231,887	77.3%	\$ 300,000.00	\$ 300,000.00	0.0%	\$ 300,000.00	0.0%	2016 policy shift due to Belanger time off. (305,000)
05 Stand By Pay	\$ 38,731	\$ 36,000	\$ 48,381	\$ 39,140	\$ 39,989	102.2%	\$ 52,000.00	\$ 52,000.00	32.9%	\$ 52,000.00	32.9%	
07 Amb. Billing Salaries	\$ 80,015	\$ 77,277	\$ 75,260	\$ 82,423	\$ 68,455	83.1%	\$ -	\$ -	-100.0%	\$ -	-100.0%	Moved to General Government under finance department
08 Special Transports	\$ 106	\$ 400	\$ -	\$ 400	\$ -	0.0%	\$ 400.00	\$ 400.00	0.0%	\$ 400.00	0.0%	Unlikely to use funds
003 Office Supplies												
01 Postage	\$ 2,080	\$ 1,400	\$ 2,726	\$ 1,400	\$ 1,844	131.7%	\$ 1,500.00	\$ 400.00	-71.4%	\$ -	-100.0%	No Ambulance billing costs
03 Copier Rent	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
04 Equipment Repair	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Printer Ink	\$ 598	\$ 700	\$ 560	\$ 700	\$ -	0.0%	\$ 700.00	\$ 200.00	-71.4%	\$ -	-100.0%	No Ambulance billing costs
07 Paper	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
08 Office Supplies	\$ 6,454	\$ 5,400	\$ 6,986	\$ 5,400	\$ 5,628	104.2%	\$ 5,500.00	\$ 3,500.00	-35.2%	\$ -	-100.0%	No Ambulance billing costs
09 Amb. Billing Supplies	\$ 354	\$ 500	\$ 126	\$ 500	\$ -	0.0%	\$ 500.00	\$ -	-100.0%	\$ -	-100.0%	No Ambulance billing costs
13 Houlton Supplies	\$ 2,551	\$ 3,500	\$ 2,696	\$ 3,500	\$ 1,773	50.6%	\$ 3,500.00	\$ -	-100.0%	\$ -	-100.0%	No Ambulance billing costs
14 Calais Supplies	\$ 2,147	\$ 3,000	\$ 1,911	\$ 3,000	\$ 1,368	45.6%	\$ 3,000.00	\$ -	-100.0%	\$ -	-100.0%	No Ambulance billing costs
15 Van Buren Supplies	\$ 816	\$ -	\$ 39	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
16 Island Falls Supplies	\$ 1,149	\$ 500	\$ 924	\$ 500	\$ 803	160.5%	\$ 1,000.00	\$ -	-100.0%	\$ -	-100.0%	No Ambulance billing costs
17 Patten Supplies	\$ 841	\$ 1,000	\$ 1,182	\$ 1,000	\$ 1,003	100.3%	\$ 1,200.00	\$ -	-100.0%	\$ -	-100.0%	No Ambulance billing costs
005 Legal Fees												
04 Legal Fees	\$ 386	\$ -	\$ 323	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
009 Professional Dues												
01 Subscriptions	\$ 143	\$ 200	\$ 92	\$ 200	\$ -	0.0%	\$ 300.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
04 Professional Dues	\$ 2,971	\$ 3,000	\$ 2,770	\$ 3,000	\$ 2,646	88.2%	\$ 3,000.00	\$ 3,000.00	0.0%	\$ 3,000.00	0.0%	
010 Travel Expenses												
01 Mileage	\$ 303	\$ 600	\$ 464	\$ 600	\$ 246	41.0%	\$ 500.00	\$ 500.00	-16.7%	\$ 500.00	-16.7%	
02 Meals & Lodging	\$ 498	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Travel Expenses	\$ 1,305	\$ 2,500	\$ 1,516	\$ 2,500	\$ 2,869	114.8%	\$ 2,500.00	\$ 2,250.00	-10.0%	\$ 2,250.00	-10.0%	
011 Training & Education												
02 Training & Education	\$ 8,486	\$ 10,000	\$ 9,787	\$ 10,000	\$ 7,598	76.0%	\$ 10,000.00	\$ 10,000.00	0.0%	\$ 10,000.00	0.0%	
014 New Equipment												
01 New Equipment	\$ 12,373	\$ 13,500	\$ 12,436	\$ 13,500	\$ 3,522	26.1%	\$ 14,000.00	\$ 13,000.00	-3.7%	\$ 13,000.00	-3.7%	
015 Telephone												
01 Cell Phone	\$ 2,634	\$ 3,200	\$ 3,136	\$ 3,200	\$ 2,342	73.2%	\$ 3,000.00	\$ 3,000.00	-6.3%	\$ 3,000.00	-6.3%	
04 Telephone	\$ 5,308	\$ 5,600	\$ 5,367	\$ 5,600	\$ 4,554	81.3%	\$ 5,400.00	\$ 5,400.00	-3.6%	\$ 5,400.00	-3.6%	
016 Misc Income												
01 Insurance Reports	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
017 Communications												
01 Website	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 Internet	\$ 1,095	\$ 1,080	\$ 1,079	\$ 1,080	\$ 895	82.8%	\$ 1,100.00	\$ 1,100.00	1.9%	\$ 1,100.00	1.9%	
018 Health Insurance												
01 Health Insurance	\$ 256,200	\$ 289,822	\$ 265,434	\$ 286,753	\$ 225,862	78.8%	\$ 263,263.44	\$ 263,263.44	-8.2%	\$ 263,263.44	-8.2%	Based on provide rates
019 Miscellaneous Exp.												
01 Misc. Expense	\$ 1,036	\$ 1,500	\$ 813	\$ 1,500	\$ 424	28.3%	\$ 1,500.00	\$ 1,000.00	-33.3%	\$ 1,000.00	-33.3%	
026 Heating Fuel												
03 Heating Fuel	\$ 21,986	\$ 23,000	\$ 16,265	\$ 23,000	\$ 11,626	50.5%	\$ 23,000.00	\$ 24,150.00	5.0%	\$ 20,150.00	-12.4%	0.0%
027 Electricity												
11 Electricity	\$ 10,029	\$ 10,500	\$ 9,445	\$ 10,400	\$ 5,552	53.4%	\$ 10,000.00	\$ 11,024.00	6.0%	\$ 10,000.00	-3.8%	12% increase requested by EMERA. Algonquin power rate reduction of 1.5% equates to a 6% power increase overall.
028 Water												
05 Water	\$ 670	\$ 650	\$ 729	\$ 675	\$ 589	87.3%	\$ 675.00	\$ 675.00	0.0%	\$ 675.00	0.0%	No tank filling costs
029 Sewer												
01 Sewer	\$ 435	\$ 430	\$ 456	\$ 430	\$ 360	83.7%	\$ 430.00	\$ 430.00	0.0%	\$ 430.00	0.0%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
31 Fire and Ambulance (Continued)												
030 Building Supplies												
01 Building Supplies	\$ 3,880	\$ 4,000	\$ 4,107	\$ 4,000	\$ 2,906	72.7%	\$ 4,000.00	\$ 4,000.00	0.0%	\$ 4,000.00	0.0%	
031 Building Maintenance												
01 Building Maintenance	\$ 10,971	\$ 12,000	\$ 13,543	\$ 15,000	\$ 8,550	57.0%	\$ 15,000.00	\$ 14,000.00	-6.7%	\$ 14,000.00	-6.7%	
032 Property Insurance												
01 Property Insurance	\$ 1,699	\$ 1,980	\$ 1,944	\$ 1,980	\$ 1,623	82.0%	\$ 2,087.40	\$ 2,087.40	5.4%	\$ 2,087.40	5.4%	Insurer provided number
034 Workers Comp.												
01 Workers Comp.	\$ 40,217	\$ 41,000	\$ 40,651	\$ 51,626	\$ 54,175	104.9%	\$ 77,840.00	\$ 77,840.00	50.8%	\$ 77,840.00	50.8%	Insurer provided number (10-30-2017)
035 Unemployment Comp												
01 Unemployment Comp.	\$ 7,866	\$ 8,300	\$ 7,589	\$ 8,300	\$ 6,155	74.2%	\$ 8,500.00	\$ 8,500.00	2.4%	\$ -	0.0%	
036 Vehicle Insurance												
01 Vehicle Insurance	\$ 9,710	\$ 12,000	\$ 13,635	\$ 13,771	\$ 13,369	97.1%	\$ 16,800.00	\$ 16,800.00	22.0%	\$ 16,800.00	22.0%	Policy changes due to value designation. Insurer provided number
037 Liability Insurance												
01 Liability Insurance	\$ 2,619	\$ 3,252	\$ 3,251	\$ 3,252	\$ 2,709	83.3%	\$ 3,413.55	\$ 3,413.55	5.0%	\$ 3,413.55	5.0%	Insurer provided number
038 Social Security												
01 Social Security	\$ 90,120	\$ 84,916	\$ 96,035	\$ 96,262	\$ 76,867	79.9%	\$ 93,135.43	\$ 93,135.43	-3.2%	\$ 94,441.76	-1.9%	Removed ambulance billing
040 City & State Retirement												
01 City & State Retirement	\$ 45,835	\$ 61,273	\$ 60,289	\$ 72,889	\$ 49,910	68.5%	\$ 60,129.18	\$ 60,129.18	-17.5%	\$ 59,991.86	-17.7%	Removed ambulance billing
046 Recognitions												
01 Recognitions	\$ 2,103	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 500.00	NA	\$ -	#DIV/0!	Merit and Years of service recognition
051 Equipment Maint.												
01 Software	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 Maintenance Contracts	\$ 8,437	\$ 10,000	\$ 9,443	\$ 10,000	\$ 7,846	78.5%	\$ 10,000.00	\$ 10,000.00	0.0%	\$ 10,000.00	0.0%	
05 Equipment Main.	\$ 8,865	\$ 8,500	\$ 6,357	\$ 8,500	\$ 7,422	87.3%	\$ 8,500.00	\$ 8,500.00	0.0%	\$ 8,500.00	0.0%	
067 Paid Call Firefighters												
01 Paid Call Firefighters	\$ 25,701	\$ 26,000	\$ 25,451	\$ 26,000	\$ 1,250	4.8%	\$ 26,000.00	\$ 26,000.00	0.0%	\$ 26,000.00	0.0%	
068 Janitorial Services												
01 Janitorial Services	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
069 Paid Call Insurance												
01 Paid Call Insurance	\$ 650	\$ 700	\$ 571	\$ 700	\$ 563	80.4%	\$ 600.00	\$ 600.00	-14.3%	\$ 600.00	-14.3%	
070 Clothing Allowance												
01 Uniforms	\$ 8,055	\$ 9,000	\$ 7,913	\$ 9,000	\$ 6,795	75.5%	\$ 9,000.00	\$ 8,000.00	-11.1%	\$ 8,000.00	-11.1%	
02 Turnout Gear	\$ 5,929	\$ 7,000	\$ 6,999	\$ 7,000	\$ 1,269	18.1%	\$ 7,000.00	\$ 14,000.00	100.0%	\$ 2,500.00	-64.3%	Only 2500 if capital is approved.
03 Clothing	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
04 Boots	\$ 1,052	\$ 700	\$ 1,342	\$ 700	\$ 220	31.4%	\$ 1,000.00	\$ 800.00	14.3%	\$ 800.00	14.3%	
06 Clothing Allowance	\$ 1,636	\$ 2,500	\$ 1,248	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
071 Radio Maintenance												
01 Vehicle	\$ 1,912	\$ 2,000	\$ 1,999	\$ 2,000	\$ 1,890	94.5%	\$ 2,000.00	\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	Possible reduction due to current supply
02 Building	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 112	11.2%	\$ 1,000.00	\$ 1,000.00	0.0%	\$ 1,000.00	0.0%	
03 Radio Maintenance	\$ 5,681	\$ 6,000	\$ 5,999	\$ 6,000	\$ 5,739	95.7%	\$ 6,000.00	\$ 6,000.00	0.0%	\$ 6,000.00	0.0%	
072 Ladder Testing												
01 Ladder Testing	\$ 1,318	\$ 1,300	\$ 1,300	\$ 1,500	\$ -	0.0%	\$ 3,500.00	\$ 3,500.00	133.3%	\$ 3,500.00	133.3%	Historic budgets did not reflect actual trends.
073 Vehicle Repair												
01 Vehicle Repair	\$ 16,305	\$ 15,000	\$ 19,724	\$ 15,000	\$ 8,888	59.3%	\$ 15,000.00	\$ 15,000.00	0.0%	\$ 12,000.00	-20.0%	Historic trend would be near 18K but newer fleet keeps number low.
074 Tires												
01 Tires	\$ 4,841	\$ 7,000	\$ 6,258	\$ 7,000	\$ 2,725	38.9%	\$ 7,000.00	\$ 6,500.00	-7.1%	\$ -	0.0%	Historic trend
02 Tire Replacement	\$ 959	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
075 Gas/Oil/Filters												
01 Gas/Oil/Filters	\$ 3,892	\$ 5,000	\$ 2,449	\$ 5,000	\$ 3,052	61.0%	\$ 5,000.00	\$ 4,500.00	-10.0%	\$ 4,500.00	-10.0%	Historic trend would be around 4K but all ambulances now have DEF systems.
076 Diesel Fuel												
01 Diesel Fuel	\$ 33,239	\$ 30,000	\$ 21,461	\$ 25,000	\$ 21,181	84.7%	\$ 25,000.00	\$ 26,000.00	4.0%	\$ 25,000.00	0.0%	Industry projection for fuel increase
077 Batteries												
01 Vehicle	\$ 824	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%	\$ 1,000.00	\$ 900.00	-10.0%	\$ 1,000.00	0.0%	typical expenditure
02 Equipment	\$ 297	\$ 500	\$ 361	\$ 500	\$ 187	37.4%	\$ 500.00	\$ 400.00	-20.0%	\$ 400.00	-20.0%	typical expenditure
03 Batteries	\$ 46	\$ 100	\$ -	\$ 100	\$ -	0.0%	\$ 240.00	\$ 240.00	140.0%	\$ 240.00	140.0%	typical expenditure
078 Field Expenses												
01 Field Expenses	\$ 704	\$ 1,200	\$ 929	\$ 1,200	\$ 393	32.7%	\$ 1,200.00	\$ 1,200.00	0.0%	\$ 1,200.00	0.0%	
079 Employee Physicals												
01 Employee Physicals	\$ 784	\$ 2,700	\$ 268	\$ 2,500	\$ 171	6.8%	\$ 2,500.00	\$ 1,250.00	-50.0%	\$ 1,250.00	-50.0%	Historic trend
080 Paid Call Volunteers												
01 Paid Call Volunteers	\$ 4,075	\$ 3,000	\$ 3,827	\$ 3,000	\$ 927	30.9%	\$ 3,000.00	\$ 3,000.00	0.0%	\$ 3,000.00	0.0%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
31 Fire and Ambulance (Continued)												
082 Bad Debt Allowance												
01 Bad Debt Allowance	\$ 110,292	\$ 100,000	\$ 98,287	\$ 100,000	\$ 35,188	35.2%	\$ 100,000.00	\$ -	-100.0%	\$ -	-100.0%	Account moved to General Government
02 Collection Fee	\$ 491	\$ -	\$ 491	\$ 1,200	\$ 1,220	101.7%	\$ 1,200.00	\$ -	-100.0%	\$ -	-100.0%	Account moved to General Government
083 Contractual Allowance												
01 Contractual Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
085 Transport Meals												
01 Transport Meals	\$ 10,052	\$ 10,000	\$ 10,069	\$ 9,000	\$ 7,852	87.2%	\$ 9,000.00	\$ 8,500.00	-5.6%	\$ 8,500.00	-5.6%	
086 Air Transports												
01 Air Transports	\$ 256,774	\$ 240,000	\$ 260,344	\$ 240,000	\$ 177,041	73.8%	\$ 242,000.00	\$ 250,000.00	4.2%	\$ 250,000.00	4.2%	Still being negotiated
087 Medical Supplies												
01 Ambulance Supplies	\$ 6,266	\$ 7,000	\$ 7,115	\$ 7,000	\$ 6,191	88.4%	\$ 7,000.00	\$ 7,000.00	0.0%	\$ 7,000.00	0.0%	
02 Oxygen	\$ 3,442	\$ 4,000	\$ 3,989	\$ 4,000	\$ 3,886	97.2%	\$ 4,000.00	\$ 4,000.00	0.0%	\$ 4,000.00	0.0%	
03 Medical Supplies	\$ 6,435	\$ 7,000	\$ 6,769	\$ 7,000	\$ 5,129	73.3%	\$ 7,000.00	\$ 7,000.00	0.0%	\$ 7,000.00	0.0%	
292 EMS Licenses												
01 EMS License	\$ 1,442	\$ 1,600	\$ 1,520	\$ 1,600	\$ 1,434	89.6%	\$ 1,500.00	\$ 1,550.00	-3.1%	\$ 1,550.00	-3.1%	
Totals	\$ 2,226,249	\$ 2,296,880	\$ 2,298,050	\$ 2,398,973	\$ 1,804,177	75.2%	\$ 2,361,079.57	\$ 2,258,803.57	-5.8%	\$ 2,214,515.82	-7.7%	
35 Police												
001 Salaries												
01 Regular Pay	\$ 744,036	\$ 799,571	\$ 768,889	\$ 809,742	\$ 687,048	84.8%	\$ 841,351.94	\$ 841,351.94	3.9%	\$ 842,290.14	4.0%	
02 Overtime	\$ 61,398	\$ 80,000	\$ 59,936	\$ 90,000	\$ 37,022	41.1%	\$ 70,000.00	\$ 70,000.00	-22.2%	\$ 70,000.00	-22.2%	
06 Police Reserves Salary	\$ 16,559	\$ 15,000	\$ 21,067	\$ 25,000	\$ 20,093	80.4%	\$ 25,000.00	\$ 23,000.00	-8.0%	\$ 22,000.00	-12.0%	Policy change on pay before payback
003 Office Supplies												
01 Postage	\$ 470	\$ 400	\$ 397	\$ 400	\$ 404	100.9%	\$ 500.00	\$ 500.00	25.0%	\$ 500.00	25.0%	
02 Advertising	\$ 223	\$ 200	\$ 384	\$ 200	\$ 216	108.0%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
03 Copier Rental	\$ 1,850	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,350	75.0%	\$ 1,800.00	\$ 1,800.00	0.0%	\$ 1,800.00	0.0%	
05 Printer Ink	\$ 514	\$ 450	\$ 555	\$ 450	\$ 497	110.4%	\$ 550.00	\$ 550.00	22.2%	\$ 550.00	22.2%	
07 Paper	\$ 234	\$ 300	\$ 300	\$ 300	\$ 145	48.3%	\$ 300.00	\$ 300.00	0.0%	\$ 300.00	0.0%	
08 Office Supplies	\$ 1,448	\$ 1,400	\$ 1,333	\$ 1,400	\$ 660	47.2%	\$ 1,400.00	\$ 1,400.00	0.0%	\$ 1,400.00	0.0%	
006 Legal Fees												
01 Legal Fees	\$ 225	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
009 Professional Dues												
01 Subscriptions	\$ 420	\$ 740	\$ 336	\$ 740	\$ 330	44.6%	\$ 740.00	\$ 600.00	-18.9%	\$ 600.00	-18.9%	Historic actual trend
04 Professional Dues	\$ 460	\$ 400	\$ 700	\$ 400	\$ 130	32.5%	\$ 400.00	\$ 400.00	0.0%	\$ 400.00	0.0%	
010 Travel Expenses												
01 Mileage	\$ 150	\$ 1,000	\$ 239	\$ 1,000	\$ 176	17.6%	\$ 1,000.00	\$ 600.00	-40.0%	\$ 600.00	-40.0%	Historic actual trend
02 Meals & Lodging	\$ 2,467	\$ 2,200	\$ 2,617	\$ 2,200	\$ 1,612	73.3%	\$ 2,200.00	\$ 2,200.00	0.0%	\$ 2,200.00	0.0%	
05 Travel Expenses	\$ 562	\$ 1,000	\$ 609	\$ 1,000	\$ 478	47.8%	\$ 1,000.00	\$ 750.00	-25.0%	\$ 750.00	-25.0%	
011 Training & Education												
02 Training & Education	\$ 17,601	\$ 20,500	\$ 19,200	\$ 22,000	\$ 17,143	77.9%	\$ 22,000.00	\$ 20,000.00	-9.1%	\$ 20,000.00	-9.1%	
013 Car Allowance												
01 Car Allowance	\$ 3,274	\$ 3,200	\$ 3,279	\$ 3,200	\$ 1,949	60.9%	\$ 3,200.00	\$ 3,200.00	0.0%	\$ 3,200.00	0.0%	
014 New Equipment												
01 New Equipment	\$ 2,076	\$ 2,500	\$ 2,505	\$ 2,500	\$ 1,805	72.2%	\$ 2,500.00	\$ 2,500.00	0.0%	\$ 2,500.00	0.0%	
01 Cell Phone	\$ 2,033	\$ 2,200	\$ 2,079	\$ 2,200	\$ 1,372	62.4%	\$ 2,200.00	\$ 2,200.00	0.0%	\$ 2,200.00	0.0%	
04 Telephone	\$ 3,912	\$ 4,300	\$ 4,070	\$ 4,300	\$ 3,449	80.2%	\$ 4,200.00	\$ 4,200.00	-2.3%	\$ 4,200.00	-2.3%	
017 Communication Fees												
01 Web Site	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 Internet	\$ 2,175	\$ 2,900	\$ 1,955	\$ 2,900	\$ 1,494	51.5%	\$ 2,900.00	\$ 2,900.00	0.0%	\$ 2,900.00	0.0%	County contract lost. May affect prices
018 Health Insurance												
01 Health Insurance	\$ 224,872	\$ 258,725	\$ 227,329	\$ 258,725	\$ 208,532	80.6%	\$ 267,098.31	\$ 267,098.31	3.2%	\$ 267,098.31	3.2%	Based on rates provided
019 Miscellaneous Expenses												
01 Misc. Expense	\$ 1,538	\$ 1,500	\$ 1,955	\$ 1,500	\$ 872	58.2%	\$ 1,500.00	\$ 1,500.00	0.0%	\$ 1,500.00	0.0%	
027 Electricity												
13 Radio Tower	\$ 154	\$ 200	\$ 151	\$ 200	\$ 106	52.9%	\$ 200.00	\$ 212.00	6.0%	\$ 212.00	6.0%	
028 Water												
05 Water	\$ 494	\$ 500	\$ 420	\$ 500	\$ 384	76.8%	\$ 500.00	\$ 500.00	0.0%	\$ 500.00	0.0%	
030 Building Supplies												
01 Building Supplies	\$ 1,482	\$ 1,500	\$ 1,291	\$ 1,500	\$ 1,334	88.9%	\$ 1,600.00	\$ 1,700.00	13.3%	\$ 1,700.00	13.3%	
031 Building Maintenance												
01 Building Maintenance	\$ 1,892	\$ 2,500	\$ 1,740	\$ 2,500	\$ 2,698	107.9%	\$ 3,000.00	\$ 3,000.00	20.0%	\$ 3,000.00	20.0%	
032 Property Insurance												
01 Property Insurance	\$ 486	\$ 580	\$ 561	\$ 570	\$ 458	80.3%	\$ 569.80	\$ 569.80	0.0%	\$ 569.80	0.0%	Insurer provided number

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
35 Police (Continued)												
034 Worker's Compensation												
01 Worker's Compensation	\$ -	\$ -	\$ -	\$ 18,113	\$ 15,873	0.0%	\$ 21,310.00	\$ 21,310.00	17.7%	\$ 21,310.00	17.7%	Insurer provided number
036 Vehicle Insurance												
01 Vehicle Insurance	\$ 7,248	\$ 9,180	\$ 8,022	\$ 8,100	\$ 5,474	67.6%	\$ 7,019.25	\$ 7,019.25	-13.3%	\$ 7,019.25	-13.3%	Insurer provided number
037 Liability Insurance												
01 Liability Insurance	\$ 8,045	\$ 10,100	\$ 9,660	\$ 9,760	\$ 8,329	85.3%	\$ 11,428.20	\$ 11,428.20	17.1%	\$ 11,428.20	17.1%	Insurer provided number
038 Social Security												
01 Social Security	\$ 60,957	\$ 68,403	\$ 62,733	\$ 71,235	\$ 54,540	76.6%	\$ 72,228.46	\$ 72,228.46	1.4%	\$ 72,228.46	1.4%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 27,823	\$ 46,875	\$ 35,843	\$ 48,854	\$ 32,366	66.3%	\$ 47,657.94	\$ 47,657.94	-2.4%	\$ 47,657.94	-2.4%	calculated based on FT wages
044 Reimbursement												
01 Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
068 Janitorial Services												
01 Janitorial Services	\$ 4,871	\$ 4,940	\$ 5,031	\$ 11,440	\$ 8,626	75.4%	\$ 11,440.00	\$ 11,440.00	0.0%	\$ 11,440.00	0.0%	
070 Clothing Allowance												
01 Uniforms	\$ 5,232	\$ 5,600	\$ 5,629	\$ 5,600	\$ 3,834	68.5%	\$ 5,600.00	\$ 5,600.00	0.0%	\$ 5,600.00	0.0%	
071 Radio Maintenance												
01 Vehicle	\$ 202	\$ 500	\$ 80	\$ 500	\$ -	0.0%	\$ 500.00	\$ 250.00	-50.0%	\$ 250.00	-50.0%	
03 Radio Maintenance	\$ 660	\$ 1,500	\$ 601	\$ 1,500	\$ 446	29.7%	\$ 1,500.00	\$ 1,000.00	-33.3%	\$ 1,000.00	-33.3%	
073 Vehicle Repair												
01 Vehicle Repair	\$ 5,665	\$ 5,000	\$ 7,236	\$ 6,000	\$ 5,906	98.4%	\$ 6,000.00	\$ 7,000.00	16.7%	\$ 7,000.00	16.7%	
074 Tires												
01 Tires	\$ 3,500	\$ 3,680	\$ 3,923	\$ 3,680	\$ 1,849	50.2%	\$ 3,680.00	\$ 3,680.00	0.0%	\$ 3,680.00	0.0%	
075 Gas/Oil/Filters												
01 Gas/Oil/Filters	\$ 28,408	\$ 27,000	\$ 21,640	\$ 27,000	\$ 18,855	69.8%	\$ 27,000.00	\$ 26,000.00	-3.7%	\$ 26,000.00	-3.7%	Pallet of oil is coming to an end. 2019 budget will need to go up.
077 Batteries												
01 Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 80	0.0%	\$ 200.00	\$ 200.00	NA	\$ 200.00	#DIV/0!	
079 Employee Physicals												
01 Employee Physicals	\$ 20	\$ 200	\$ 15	\$ 200	\$ 78	39.0%	\$ 1,000.00	\$ 500.00	150.0%	\$ 500.00	150.0%	
02 Psychological Evaluations	\$ 1,300	\$ 1,000	\$ 1,300	\$ 1,000	\$ 650	65.0%	\$ 1,000.00	\$ 1,000.00	0.0%	\$ 1,000.00	0.0%	
03 Poly Graph Testing	\$ 250	\$ 1,000	\$ 250	\$ 1,000	\$ 250	25.0%	\$ 500.00	\$ 500.00	-50.0%	\$ 500.00	-50.0%	
089 Equipment Reserves												
01 Equipment Reserves	\$ 448	\$ 500	\$ 962	\$ 500	\$ 471	94.2%	\$ 4,500.00	\$ 4,500.00	800.0%	\$ 4,500.00	800.0%	Equipment for Reserves, mandatory wear purchases
090 Dog Constable												
01 Dog Constable	\$ 1,476	\$ 6,000	\$ -	\$ 6,760	\$ 50	0.7%	\$ 6,760.00	\$ 6,760.00	0.0%	\$ 6,760.00	100.0%	
093 Meals for Prisoners												
01 Meals for Prisoners	\$ 4,002	\$ 3,500	\$ 4,401	\$ 3,500	\$ 3,237	92.5%	\$ 4,500.00	\$ 4,500.00	28.6%	\$ 4,500.00	28.6%	Historic actual trend
094 Video Equipment												
01 Video Equipment	\$ 311	\$ 500	\$ 40	\$ 500	\$ 318	63.7%	\$ 500.00	\$ 400.00	-20.0%	\$ 400.00	-20.0%	
097 Uniform Maintenance												
01 Uniform Maintenance	\$ 202	\$ 1,000	\$ 54	\$ 500	\$ -	0.0%	\$ 500.00	\$ 500.00	0.0%	\$ 500.00	0.0%	Historic actuals trend
01 Medical Tests/Supplies	\$ 650	\$ 1,830	\$ 344	\$ 1,830	\$ 689	37.7%	\$ 1,830.00	\$ 1,830.00	0.0%	\$ 1,830.00	0.0%	
02 Laundry	\$ 823	\$ 720	\$ 934	\$ 720	\$ 469	65.1%	\$ 720.00	\$ 1,000.00	38.9%	\$ 1,000.00	38.9%	Historic actuals trend
102 Computer Tech Support												
01 Computer Tech Support	\$ 2,220	\$ 3,000	\$ 2,524	\$ 3,000	\$ 1,800	60.0%	\$ 3,000.00	\$ 2,500.00	-16.7%	\$ 2,500.00	-16.7%	Historic actuals trend
02 Recorder Maint	\$ 1,615	\$ 2,000	\$ 1,465	\$ 2,000	\$ 1,665	83.2%	\$ 2,000.00	\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	contract amount
179 Animal Shelter Services												
01 Animal Shelter Services	\$ 14,740	\$ 14,740	\$ 14,740	\$ 14,740	\$ 14,740	100.0%	\$ 14,740.00	\$ 14,740.00	0.0%	\$ 14,740.00	0.0%	Contract renewal amount
229 Small Equipment Reserve												
01 Small Equipment Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
230 Police Car Reserve												
01 Police Car Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
XXX Equipment Maintenance							\$ 1,000.00	\$ 1,000.00	NA	\$ 1,000.00	#DIV/0!	
Totals	\$ 1,273,670	\$ 1,424,334	\$ 1,313,121	\$ 1,485,259	\$ 1,172,351	78.9%	\$ 1,516,023.90	\$ 1,509,775.90	1.7%	\$ 1,509,775.90	1.7%	
38 Protection												
105 Street Lights												
01 Street Lights	\$ 109,657	\$ 116,200	\$ 111,612	\$ 116,857	\$ 92,124	78.8%		\$ 123,868.42	6.0%	\$ 123,868.42	6.0%	12% increase requested by EMERA. Algonquin power rate reduction of 1.5% equates to a 6% power increase overall.
106 Hydrant Fees												
01 Hydrant Fees	\$ 308,975	\$ 312,000	\$ 312,375	\$ 322,920	\$ 241,075	74.7%		\$ 332,607.60	3.0%	\$ 332,607.60	3.0%	
107 Ambulance Service												
01 Ambulance Service	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		\$ -	0.0%	\$ -	0.0%	
Totals	\$ 418,632	\$ 428,200	\$ 423,987	\$ 439,777	\$ 333,199	76.7%	\$	\$ 456,476.02	3.8%	\$ 456,476.02	3.8%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
39 Emergency Management												
001 Salaries												
07 Salaries	\$ 6,671	\$ 6,858	\$ 6,858	\$ 6,858	\$ 5,144	75.0%	\$ 6,858.00	\$ 6,858.00	0.0%	\$ 6,858.00	0.0%	
003 Office Supplies												
01 Postage	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
08 Office Supplies	\$ 6	\$ 50	\$ -	\$ 50	\$ -	0.0%	\$ 50.00	\$ 50.00	0.0%	\$ 50.00	0.0%	
010 Travel Expenses												
05 Travel Expenses	\$ 33	\$ 100	\$ -	\$ 100	\$ -	0.0%	\$ 100.00	\$ 50.00	-50.0%	\$ 50.00	-50.0%	
011 Training & Education												
02 Training & Education	\$ 121	\$ 250	\$ -	\$ 250	\$ -	0.0%	\$ 250.00	\$ 125.00	-50.0%	\$ 125.00	-50.0%	
014 New Equipment												
01 New Equipment	\$ 1,079	\$ 1,500	\$ 1,500	\$ 1,500	\$ 37	2.5%	\$ 1,500.00	\$ 1,250.00	-16.7%	\$ 1,250.00	-16.7%	
015 Telephone												
04 Telephone	\$ 663	\$ 730	\$ 697	\$ 730	\$ 587	80.4%	\$ 730.00	\$ 730.00	0.0%	\$ 730.00	0.0%	
017 Communications												
03 Communications	\$ 188	\$ 564	\$ 564	\$ 564	\$ -	0.0%	\$ 564.00	\$ 564.00	0.0%	\$ 564.00	0.0%	
019 Miscellaneous Expenses												
01 Misc. Expenses	\$ 128	\$ 200	\$ 200	\$ 200	\$ -	0.0%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
024-02 Water & Sewer												
027 Electricity												
11 Electricity	\$ 188	\$ 300	\$ 226	\$ 175	\$ 182	104.0%	\$ 175.00	\$ 250.00	42.9%	\$ 250.00	42.9%	Historic trend + EMERA rate increase
12 PWPUMP HOUSE	\$ (34)	\$ -	\$ (34)	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
030 Building Supplies												
01 Building Supplies	\$ 156	\$ 500	\$ 215	\$ 500	\$ -	0.0%	\$ 500.00	\$ 250.00	-50.0%	\$ 250.00	-50.0%	Historic trend
031 Building Maintenance												
01 Building Maintenance	\$ 1,053	\$ 1,500	\$ 16	\$ 1,500	\$ 71	4.7%	\$ 1,500.00	\$ 1,000.00	-33.3%	\$ 1,000.00	-33.3%	Historic trend
032 Property Insurance												
01 Property Insurance	\$ 362	\$ 424	\$ 398	\$ 402	\$ 308	76.6%	\$ 402.00	\$ 382.73	-4.8%	\$ 382.73	-4.8%	Insurer provided number
036 Vehicle Insurance												
01 Vehicle Insurance	\$ 704	\$ 886	\$ 867	\$ 875	\$ 705	80.6%	\$ 875.00	\$ 887.25	1.4%	\$ 887.25	1.4%	Insurer provided number
038 Social Security												
01 Social Security	\$ 558	\$ 525	\$ 495	\$ 525	\$ 374	71.3%	\$ 524.64	\$ 524.64	-0.1%	\$ 524.64	-0.1%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 240.03	\$ 240.03	NA	\$ 240.03	NA	calculated based on FT wages
051 Equipment Maintenance												
01 Software	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Equipment Maintenance	\$ 215	\$ 400	\$ 398	\$ 400	\$ -	0.0%	\$ 400.00	\$ 400.00	0.0%	\$ 400.00	0.0%	
068 Janitorial Services												
01 Janitorial Services	\$ 1,283	\$ 1,800	\$ 2,050	\$ 1,800	\$ 1,725	95.8%	\$ 1,800.00	\$ 1,800.00	0.0%	\$ 1,800.00	0.0%	
071 Radio Maintenance												
03 Radio Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
073 Vehicle Repair												
01 Vehicle Repair	\$ 65	\$ 200	\$ 91	\$ 200	\$ 7	3.6%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
074 Tires												
01 Tires	\$ 200	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
075 Gas/Oil/Filters												
01 Gas/Oil/Filters	\$ 20	\$ 200	\$ 7	\$ 200	\$ -	0.0%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
078 Field Expenses												
01 Field Expenses	\$ -	\$ 75	\$ -	\$ 75	\$ -	0.0%	\$ 75.00	\$ 75.00	0.0%	\$ 75.00	0.0%	
108 CEM Rent												
01 CEM Rent	\$ -	\$ 6,250	\$ -	\$ 6,250	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
Totals	\$ 13,359	\$ 23,312	\$ 14,547	\$ 23,154	\$ 9,139	39.5%	\$ 17,143.67	\$ 16,036.65	-30.7%	\$ 16,036.65	-30.7%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
40 Public Works												
001 Salaries												
01 Regular Pay	\$ 568,955	\$ 583,507	\$ 562,741	\$ 615,878	\$ 472,807	76.8%	\$ 637,434.14	\$ 634,449.17	3.0%	\$ 629,361.77	2.2%	
02 Overtime	\$ 98,852	\$ 106,000	\$ 89,449	\$ 105,000	\$ 62,755	59.8%	\$ 105,000.00	\$ 105,000.00	0.0%	\$ 105,000.00	0.0%	
07 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
003 Office Supplies												
01 Postage	\$ 70	\$ 75	\$ 1	\$ 75	\$ -	0.0%	\$ 40.00	\$ 40.00	-46.7%	\$ 40.00	-46.7%	
02 Advertising	\$ 427	\$ 250	\$ 158	\$ 250	\$ 662	264.6%	\$ 500.00	\$ 500.00	100.0%	\$ 500.00	100.0%	Historic actual trend
05 Printer Ink	\$ 38	\$ 50	\$ 13	\$ 50	\$ -	0.0%	\$ 50.00	\$ 50.00	0.0%	\$ 50.00	0.0%	
07 Paper	\$ 36	\$ 50	\$ -	\$ 50	\$ -	0.0%	\$ 50.00	\$ 50.00	0.0%	\$ 50.00	0.0%	
08 Office Supplies	\$ 292	\$ 375	\$ 301	\$ 350	\$ 168	47.9%	\$ 300.00	\$ 300.00	-14.3%	\$ 300.00	-14.3%	
11 Equipment Rental	\$ 1,458	\$ 1,500	\$ 1,500	\$ 1,500	\$ 862	57.4%	\$ 850.00	\$ 850.00	-43.3%	\$ 850.00	-43.3%	Swapped out machines
12 Software	\$ 620	\$ 400	\$ 825	\$ 400	\$ 295	73.8%	\$ 400.00	\$ 400.00	0.0%	\$ 400.00	0.0%	
010 Travel Expenses												
02 Meal & Lodging	\$ 441	\$ 250	\$ 105	\$ 250	\$ 204	81.5%	\$ 250.00	\$ 250.00	0.0%	\$ 250.00	0.0%	
05 Travel Expenses	\$ 349	\$ 200	\$ 164	\$ 200	\$ 97	48.5%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
011 Training & Education												
02 Training & Education	\$ 341	\$ 500	\$ 339	\$ 500	\$ 150	30.0%	\$ 400.00	\$ 400.00	-20.0%	\$ 400.00	-20.0%	
014 New Equipment												
01 New Equipment	\$ 4,147	\$ 4,000	\$ 4,457	\$ 4,000	\$ 764	19.1%	\$ 4,000.00	\$ 4,000.00	0.0%	\$ 4,000.00	0.0%	
02 Office	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
03 Shop	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
015 Telephone												
01 Cell Phone	\$ 720	\$ 720	\$ 720	\$ 720	\$ -	0.0%	\$ 720.00	\$ 720.00	0.0%	\$ 720.00	0.0%	2 phone stipends
04 Telephone	\$ 2,810	\$ 2,800	\$ 2,840	\$ 2,800	\$ 974	34.8%	\$ 1,500.00	\$ 1,500.00	-46.4%	\$ 1,500.00	-46.4%	New provider with lower cost
017 Communications												
03 Internet	\$ 539	\$ 540	\$ 539	\$ 540	\$ 450	83.2%	\$ 600.00	\$ 600.00	11.1%	\$ 540.00	0.0%	
018 Health Insurance												
01 Health Insurance	\$ 213,602	\$ 234,878	\$ 224,706	\$ 252,518	\$ 202,134	80.0%	\$ 283,424.21	\$ 283,424.21	12.2%	\$ 260,324.21	3.1%	Based on rates provided
019 Misc. Expense												
01 Misc. Expense	\$ 1,371	\$ 1,500	\$ 1,632	\$ 1,500	\$ 1,172	78.1%	\$ 1,500.00	\$ 1,500.00	0.0%	\$ 1,500.00	0.0%	
026 Heating Fuel												
03 Heating Fuel	\$ 12,257	\$ 13,500	\$ 10,222	\$ 13,500	\$ 7,986	59.2%	\$ 13,500.00	\$ 13,500.00	0.0%	\$ 13,500.00	0.0%	Propane Boiler
027 Electricity												
01 P.W. Main Garage	\$ 9,874	\$ 11,000	\$ 7,872	\$ 11,330	\$ 7,074	62.4%	\$ 11,300.00	\$ 12,009.80	6.0%	\$ 12,009.80	6.0%	12% increase requested by EMERA. Algonquin power rate reduction of 1.5% equates to a 6% power increase overall.
02 P.W. Cold Storage	\$ 464	\$ 475	\$ 429	\$ 489	\$ 341	69.7%	\$ 475.00	\$ 518.61	6.0%	\$ 518.61	6.0%	
03 P.W. Sand Dome	\$ 209	\$ 200	\$ 221	\$ 206	\$ 328	159.2%	\$ 210.00	\$ 218.36	6.0%	\$ 218.36	6.0%	
04 P.W. Outside Lights	\$ 211	\$ 200	\$ 206	\$ 206	\$ 168	81.5%	\$ 210.00	\$ 218.36	6.0%	\$ 218.36	6.0%	
11 Electricity	\$ 356	\$ 350	\$ 361	\$ 361	\$ 289	80.1%	\$ 365.00	\$ 382.13	6.0%	\$ 382.13	6.0%	
12 P.W. Pump House	\$ 391	\$ 400	\$ 390	\$ 412	\$ 327	79.3%	\$ 400.00	\$ 436.72	6.0%	\$ 436.72	6.0%	
028 Water												
05 Water	\$ 1,446	\$ 1,450	\$ 1,431	\$ 1,510	\$ 1,116	73.9%	\$ 1,500.00	\$ 1,500.00	-0.7%	\$ 1,500.00	-0.7%	
029 Sewer												
01 Sewer	\$ 311	\$ 500	\$ 342	\$ 500	\$ 288	57.6%	\$ 400.00	\$ 400.00	-20.0%	\$ 400.00	-20.0%	
030 Building Supplies												
01 Building Supplies	\$ 896	\$ 1,000	\$ 1,000	\$ 1,000	\$ 993	99.3%	\$ 1,200.00	\$ 1,200.00	20.0%	\$ 1,200.00	20.0%	
031 Building Maintenance												
01 Building Maintenance	\$ 4,475	\$ 4,000	\$ 5,369	\$ 4,000	\$ 4,545	113.6%	\$ 4,500.00	\$ 5,000.00	25.0%	\$ 5,000.00	25.0%	
032 Property Insurance												
01 Property Insurance	\$ 2,404	\$ 2,988	\$ 2,915	\$ 2,945	\$ 2,371	80.5%	\$ 2,945.25	\$ 2,945.25	0.0%	\$ -	0.0%	Insurer provided number
034 Worker's Compensation												
01 Worker's Compensation	\$ -	\$ -	\$ -	\$ 24,248	\$ 26,741	110.3%	\$ 39,358.00	\$ 39,358.00	62.3%	\$ -	0.0%	Insurer provided number (10-30-2017)
036 Vehicle Insurance												
01 Vehicle Insurance	\$ 21,627	\$ 26,145	\$ 25,938	\$ 26,200	\$ 21,448	81.9%	\$ 28,217.70	\$ 28,217.70	7.7%	\$ -	0.0%	Insurer provided number
038 Social Security												
01 Social Security	\$ 48,257	\$ 52,671	\$ 48,946	\$ 55,147	\$ 39,510	71.6%	\$ 56,622.80	\$ 56,622.80	2.7%	\$ -	0.0%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 14,690	\$ 22,784	\$ 13,810	\$ 23,653	\$ 9,776	41.3%	\$ 25,189.12	\$ 25,189.12	6.5%	\$ -	0.0%	calculated based on FT wages
051 Equipment Maintenance												
01 Software	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ 135,000.00	2.3%	
05 Equipment Maintenance	\$ 141,640	\$ 130,000	\$ 134,024	\$ 132,000	\$ 99,023	75.0%	\$ 132,000.00	\$ 135,000.00	2.3%	\$ -	0.0%	Parts and materials
06 Air Compressor	\$ 24	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ 10,500.00	5.0%	
08 Snow Plow repairs	\$ 11,244	\$ 10,000	\$ 10,393	\$ 10,000	\$ 4,578	45.8%	\$ 10,500.00	\$ 10,500.00	5.0%	\$ -	0.0%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
40 Public Works (Continued)												
070 Clothing Allowance												
03 Clothing	\$ 3,938	\$ 3,600	\$ 3,717	\$ 5,600	\$ 3,877	69.2%	\$ 5,600.00	\$ 5,600.00	0.0%	\$ 700.00	-30.0%	Unifirst legal in 2017. Staff stipend instead of contract.
04 Boots	\$ 1,500	\$ 2,300	\$ 1,792	\$ 2,200	\$ 1,195	54.3%	\$ 2,000.00	\$ 2,000.00	-9.1%	\$ 300.00	#DIV/0!	
06 Clothing Allowance	\$ 3,379	\$ 3,500	\$ 4,062	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
071 Radio Maintenance												
01 Vehicle	\$ 629	\$ 1,000	\$ 869	\$ 1,000	\$ 810	81.0%	\$ 1,000.00	\$ 700.00	-30.0%	\$ 5,000.00	66.7%	
03 Radio Maintenance	\$ 81	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 300.00	NA	\$ 7,000.00	-22.2%	Vehicle and radio funds were lumped previously.
074 Tires												
01 Tires others	\$ 1,986	\$ 1,000	\$ 1,000	\$ 1,500	\$ 704	46.9%	\$ 1,500.00	\$ 1,500.00	0.0%	\$ 6,500.00	-7.1%	
03 Heavy Equipment	\$ 8,172	\$ 10,000	\$ 10,038	\$ 3,000	\$ 1,520	50.7%	\$ 5,000.00	\$ 5,000.00	66.7%	\$ -	0.0%	
04 Trucks	\$ 5,024	\$ 4,000	\$ 4,249	\$ 9,000	\$ 1,698	18.9%	\$ 7,000.00	\$ 7,000.00	-22.2%	\$ 95,000.00	-1.8%	
075 Gas/Oil/Filters												
01 Gas/Oil/Filters	\$ 9,657	\$ 11,220	\$ 5,347	\$ 7,000	\$ 5,501	78.6%	\$ 6,500.00	\$ 6,500.00	-7.1%	\$ 2,500.00	0.0%	
076 Diesel Fuel												
01 Diesel	\$ 102,352	\$ 108,000	\$ 69,453	\$ 96,750	\$ 54,738	56.6%	\$ 95,000.00	\$ 95,000.00	-1.8%	\$ -	0.0%	
109 Safety Material												
01 Safety Material	\$ 2,151	\$ 2,500	\$ 2,598	\$ 2,500	\$ 1,206	48.2%	\$ 2,500.00	\$ 2,500.00	0.0%	\$ 1,750.00	0.0%	
110 Equipment Rental												
01 Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ 1,000.00	0.0%	
111 Tools - Shop												
01 Tools - Shop	\$ 1,700	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,139	65.1%	\$ 1,750.00	\$ 1,750.00	0.0%	\$ 75.00	-50.0%	
112 Tools-Road/Ground												
01 Tools - Road/Ground	\$ 910	\$ 1,000	\$ 999	\$ 1,000	\$ 1,048	104.8%	\$ 1,000.00	\$ 1,000.00	0.0%	\$ 1,700.00	0.0%	
113 Propane												
01 Propane	\$ 98	\$ 150	\$ 150	\$ 150	\$ -	0.0%	\$ 75.00	\$ 75.00	-50.0%	\$ -	0.0%	
114 Industrial Gas/Solvent												
01 Ind. Gas	\$ 2,080	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,100	64.7%	\$ 1,700.00	\$ 1,700.00	0.0%	\$ -	0.0%	
02 Solvents/Cleaners	\$ 200	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ 145,800.00	1.2%	
115 Lubricants												
01 Lubricants	\$ 11,776	\$ 10,000	\$ 9,902	\$ 10,000	\$ 3,291	32.9%	\$ 12,500.00	\$ 11,000.00	10.0%	\$ -	0.0%	
116 Salt & Calcium												
01 Rock Salt	\$ 120,407	\$ 132,200	\$ 127,849	\$ 144,090	\$ 81,307	56.4%	\$ 145,800.00	\$ 145,800.00	1.2%	\$ -	0.0%	
02 Liquid Deicer	\$ 28,193	\$ 27,000	\$ 25,520	\$ 27,125	\$ 13,127	48.4%	\$ 28,000.00	\$ 28,000.00	3.2%	\$ 30,000.00	6.1%	
117 Gravel												
01 Gravel	\$ 2,953	\$ 4,000	\$ 3,430	\$ 4,000	\$ -	0.0%	\$ 4,000.00	\$ 4,000.00	0.0%	\$ 4,000.00	0.0%	
118 Crushed Stone												
01 Crushed Stone	\$ 13,805	\$ 20,000	\$ 27,535	\$ 28,284	\$ 32,303	114.2%	\$ 30,000.00	\$ 30,000.00	6.1%	\$ 30,000.00	6.1%	
119 Liquid Asphalt												
01 Liquid Asphalt	\$ 180,000	\$ 180,000	\$ 180,000	\$ 163,020	\$ 161,664	99.2%	\$ 163,020.00	\$ 163,020.00	0.0%	\$ 163,020.00	0.0%	
120 Shim and Patch												
01 Shim/Paver	\$ 34,577	\$ 50,000	\$ 39,288	\$ 50,000	\$ 47,909	95.8%	\$ 50,000.00	\$ 50,000.00	0.0%	\$ 50,000.00	0.0%	
02 Patch	\$ 16,241	\$ 16,000	\$ 15,342	\$ 16,000	\$ 16,343	102.1%	\$ 16,000.00	\$ 16,000.00	0.0%	\$ 16,000.00	0.0%	
121 Asphalt												
01 Asphalt	\$ 254,142	\$ -	\$ -	\$ 208,700	\$ 208,700	100.0%	\$ 224,000.00	\$ 270,000.00	29.4%	\$ 224,000.00	7.3%	0.0%
122 Culverts & Guard Rails												
01 Culverts & Guard Rails	\$ 6,930	\$ 8,000	\$ 8,347	\$ 9,000	\$ 8,573	95.3%	\$ 9,000.00	\$ 9,000.00	0.0%	\$ 9,000.00	0.0%	
123 Signs												
01 Signs	\$ 1,790	\$ 2,400	\$ 1,658	\$ 2,400	\$ 134	5.6%	\$ 2,400.00	\$ 2,000.00	-16.7%	\$ 2,000.00	-16.7%	
124 Sidewalks												
01 Sidewalks	\$ 1,092	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	100.0%	\$ 2,000.00	\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	
126 Traffic Paint												
01 Traffic Paint	\$ 12,410	\$ 12,000	\$ 12,000	\$ 12,000	\$ 11,282	94.0%	\$ 12,000.00	\$ 11,000.00	-8.3%	\$ 11,000.00	-8.3%	
127 Vehicle Paint												
01 Vehicle Paint	\$ 3,739	\$ 3,500	\$ 3,500	\$ 3,500	\$ 2,338	66.8%	\$ 3,500.00	\$ 3,500.00	0.0%	\$ 3,500.00	0.0%	
130 Construction Material												
01 Construction Material	\$ 4,500	\$ 4,500	\$ 4,061	\$ 4,500	\$ 3,503	77.8%	\$ 4,500.00	\$ 4,500.00	0.0%	\$ 4,500.00	0.0%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
40 Public Works (Continued)												
131 Sand Account												
01 Sand Account	\$ 45,637	\$ 42,000	\$ 42,229	\$ 42,000	\$ 36,533	87.0%	\$ 42,000.00	\$ 42,000.00	0.0%	\$ 42,000.00	0.0%	
132 Municipal Maintenance												
01 Municipal Maintenance	\$ 7,895	\$ 7,250	\$ 8,600	\$ 7,800	\$ 8,205	105.2%	\$ 8,000.00	\$ 8,000.00	2.6%	\$ 8,000.00	2.6%	
133 Tools Insurance												
01 Tools Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	Are mechanics tools covered? How much is a rider?
134 Drug/Alcohol Testing												
01 Drug/Alcohol Testing	\$ 838	\$ 750	\$ 864	\$ 750	\$ 261	34.8%	\$ 750.00	\$ 750.00	0.0%	\$ 750.00	0.0%	
271 Contracted Services												
01 Janitorial & Supplies	\$ 7,717	\$ 8,000	\$ 7,900	\$ -	\$ 1,560	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
Totals	\$ 1,834,451	\$ 1,896,578	\$ 1,782,111	\$ 2,162,607	\$ 1,683,963	77.9%	\$ 2,254,206.22	\$ 2,298,645.23	6.3%	\$ 2,223,797.00	2.8%	
50 Recreation												
001 Salaries												
01 Regular Pay	\$ 164,157	\$ 167,342	\$ 171,152	\$ 186,095	\$ 155,463	83.5%	\$ 196,476.25	\$ 196,476.25	5.6%	\$ 188,683.66	1.4%	
02 Overtime	\$ 86	\$ -	\$ 173	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
07 Salaries	\$ 57,468	\$ 68,000	\$ 55,517	\$ 94,832	\$ 64,172	67.7%	\$ 95,000.00	\$ 103,921.04	9.6%	\$ 101,868.10	7.4%	Minimum wage 11% increase + PT Non-Union 2% increase at anniversary
003 Office Supplies												
01 Postage	\$ 274	\$ 275	\$ 245	\$ 250	\$ 197	78.9%	\$ 250.00	\$ 250.00	0.0%	\$ 250.00	0.0%	
02 Advertising	\$ 1,679	\$ 1,500	\$ 1,718	\$ 1,300	\$ 1,290	99.3%	\$ 1,300.00	\$ 1,300.00	0.0%	\$ 1,300.00	0.0%	
03 Copier Rental	\$ 636	\$ 700	\$ 702	\$ 1,800	\$ 1,170	65.0%	\$ 1,800.00	\$ 1,800.00	0.0%	\$ 1,800.00	0.0%	
04 Equipment Repair	\$ 294	\$ 300	\$ 300	\$ 250	\$ -	0.0%	\$ 250.00	\$ 250.00	0.0%	\$ 250.00	0.0%	
05 Printer Ink	\$ 22	\$ 75	\$ -	\$ 70	\$ 40	56.5%	\$ 50.00	\$ 50.00	-28.6%	\$ 50.00	-28.6%	
07 Paper	\$ 335	\$ 350	\$ 319	\$ 350	\$ 208	59.3%	\$ 350.00	\$ 350.00	0.0%	\$ 350.00	0.0%	
08 Office Supplies	\$ 963	\$ 800	\$ 829	\$ 800	\$ 842	105.3%	\$ 1,000.00	\$ 1,000.00	25.0%	\$ 1,000.00	25.0%	this line has usually gone over as there are always an issue that comes up that is beyond our control
008 Computer Maintenance												
01 Computer Maintenance	\$ 593	\$ 300	\$ 234	\$ 300	\$ 168	55.9%	\$ 250.00	\$ 250.00	-16.7%	\$ 250.00	-16.7%	we don't anticipate any issues the department has mostly new computers
009 Professional Dues												
04 Professional Dues	\$ 162	\$ 150	\$ 140	\$ 150	\$ 175	116.7%	\$ 200.00	\$ 200.00	33.3%	\$ 200.00	33.3%	Two staff members that are certified as youth sports certified. We have also added an employee to the Maine Parks And Recreation Association.
010 Travel Expenses												
01 Mileage	\$ 334	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 1,000.00	\$ 4,000.00	NA	\$ 3,000.00	#DIV/0!	Gary personal vehicle use
02 Meals & Lodging	\$ 125	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 500.00	\$ 500.00	NA	\$ 500.00	#DIV/0!	
04 Conference Fee	\$ 204	\$ 200	\$ -	\$ 200	\$ -	0.0%	\$ 200.00	\$ 200.00	0.0%	\$ 200.00	0.0%	
05 Travel Expenses	\$ 315	\$ 300	\$ 323	\$ 300	\$ 728	242.5%	\$ 500.00	\$ 500.00	66.7%	\$ 500.00	66.7%	
011 Training & Education												
02 Training & Education	\$ 943	\$ 750	\$ 912	\$ 850	\$ 450	52.9%	\$ 800.00	\$ 800.00	-5.9%	\$ 800.00	-5.9%	
013 Car Allowance												
01 Car Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 3,200.00	\$ -	0.0%	\$ -	0.0%	
015 Telephone												
01 Cell Phone	\$ 296	\$ 100	\$ -	\$ 100	\$ -	0.0%	\$ 100.00	\$ 100.00	0.0%	\$ 100.00	0.0%	
02 Rec Center	\$ 2,756	\$ 2,780	\$ 2,734	\$ 2,780	\$ 1,744	62.7%	\$ 2,800.00	\$ 2,800.00	0.7%	\$ 2,800.00	0.7%	
04 Telephone	\$ 998	\$ 1,000	\$ 990	\$ 1,000	\$ 631	63.1%	\$ 400.00	\$ 400.00	-60.0%	\$ 400.00	-60.0%	
017 Internet												
03 Internet	\$ 954	\$ 970	\$ 869	\$ 970	\$ 770	79.3%	\$ 970.00	\$ 970.00	0.0%	\$ 970.00	0.0%	
018 Health Insurance												
01 Health Insurance	\$ 43,913	\$ 51,612	\$ 49,698	\$ 55,466	\$ 46,582	84.0%	\$ 58,971.61	\$ 58,971.61	6.3%	\$ 58,971.61	6.3%	Based on provided rates
026 Heating Fuel												
01 Recreation Center	\$ 20,007	\$ 18,000	\$ 10,652	\$ 15,000	\$ 8,203	54.7%	\$ 15,000.00	\$ 15,000.00	0.0%	\$ 15,000.00	0.0%	What I have been doing is making sure that I fill the tanks before year end this will be the last winter with this building, I am sure with the new park building it will be much more insulated.
02 Teague Park	\$ 1,110	\$ 1,000	\$ 823	\$ 1,000	\$ 577	57.7%	\$ 500.00	\$ 500.00	-50.0%	\$ 500.00	-50.0%	
03 Heating Fuel	\$ 1,270	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
027 Electricity												
01 PW MAIN GAR	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Recreation Center	\$ 22,247	\$ 23,500	\$ 17,401	\$ 12,910	\$ 14,321	110.9%	\$ 27,600.00	\$ 26,000.00	101.4%	\$ 26,000.00	101.4%	Previous year had typo. Historic actuals trend toward 25K plus proposed EMERA increase.
06 Teague Park	\$ 1,865	\$ 1,850	\$ 1,902	\$ 1,915	\$ 1,686	88.0%	\$ 600.00	\$ 600.00	-68.7%	\$ 600.00	-68.7%	disconnecting building in 2017
07 Soucy Sports Complex	\$ 726	\$ 600	\$ 706	\$ 758	\$ 352	46.4%	\$ 1,500.00	\$ 1,500.00	97.9%	\$ 1,500.00	97.9%	Programs moved to soucy due to Teague Park loss
08 Pool	\$ 166	\$ 190	\$ 173	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
50 Recreation (Cont'd)												
028 Water												
01 Recreation Center	\$ 1,016	\$ 1,000	\$ 1,078	\$ 1,050	\$ 704	67.0%	\$ 1,000.00	\$ 1,000.00	-4.8%	\$ 1,000.00	-4.8%	
02 Teague Park	\$ 259	\$ 300	\$ 250	\$ 315	\$ 231	73.5%	\$ 300.00	\$ 100.00	-68.3%	\$ 100.00	-68.3%	
03 Pool	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
04 Soucie Complex	\$ 43	\$ 100	\$ 7	\$ 110	\$ 53	48.0%	\$ 110.00	\$ 300.00	172.7%	\$ 300.00	172.7%	Programs moved to soucy due to Teague Park loss
029 Sewer												
01 Sewer	\$ 577	\$ 600	\$ 579	\$ 600	\$ 429	71.6%	\$ 600.00	\$ 600.00	0.0%	\$ 600.00	0.0%	
030 Building Supplies												
01 Building Supplies	\$ 3,191	\$ 2,500	\$ 2,696	\$ 2,800	\$ 2,213	79.0%	\$ 3,200.00	\$ 3,200.00	14.3%	\$ 3,200.00	14.3%	with the increase traffic in the building, with the added activities it is needed to add to this line
031 Building Maintenance												
01 Building Maintenance	\$ 23,920	\$ 22,500	\$ 21,352	\$ 22,000	\$ 18,306	83.2%	\$ 24,000.00	\$ 24,000.00	9.1%	\$ 24,000.00	9.1%	with the increase traffic with the building comes more maintenance to the facility. more use and the building is also getting older this needs to be increased.
032 Property Insurance												
01 Property Insurance	\$ 5,628	\$ 6,500	\$ 6,420	\$ 6,484	\$ 5,285	81.5%	\$ 6,566.70	\$ 6,566.70	1.3%	\$ 6,566.70	1.3%	Insurer provided number
034 Worker's Compensation												
01 Worker's Compensation	\$ -	\$ -	\$ -	\$ 7,114	\$ 6,005	84.4%	\$ 9,606.00	\$ 9,606.00	35.0%	\$ 9,606.00	35.0%	Insurer provided number
038 Social Security												
01 Social Security	\$ 16,896	\$ 18,004	\$ 17,759	\$ 22,959	\$ 15,757	68.6%	\$ 22,980.39	\$ 22,980.39	0.1%	\$ 22,227.21	-3.2%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 5,809	\$ 6,312	\$ 5,911	\$ 7,709	\$ 5,246	68.0%	\$ 6,876.67	\$ 6,876.67	-10.8%	\$ 6,603.93	-14.3%	calculated based on FT wages
051 Equipment Maintenance												
01 Equip Maint	\$ -	\$ -	\$ -	\$ -	\$ 204		\$ -	\$ -	0.0%	\$ -	0.0%	
073 Vehicle Repair												
01 Vehicle Repair	\$ 449	\$ -	\$ 449	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
135 Water Tests												
01 Water Tests	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
136 Youth Center Equipment												
01 Youth Center Equipment	\$ 573	\$ 900	\$ 222	\$ 900	\$ 201	22.3%	\$ 800.00	\$ 800.00	-11.1%	\$ 800.00	-11.1%	
137 Rink Equipment												
01 Rink Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
138 Program Equipment												
01 Baseball/Softball	\$ 1,330	\$ 1,000	\$ 826	\$ 1,000	\$ 186	18.6%	\$ 800.00	\$ 800.00	-20.0%	\$ 800.00	-20.0%	
02 Tennis	\$ 47	\$ 100	\$ 80	\$ 100	\$ 60	59.8%	\$ 100.00	\$ 100.00	0.0%	\$ 100.00	0.0%	
03 Soccer	\$ 647	\$ 700	\$ 622	\$ 600	\$ 422	70.4%	\$ 600.00	\$ 600.00	0.0%	\$ 600.00	0.0%	
04 Basketball	\$ 467	\$ 500	\$ 485	\$ 500	\$ 116	23.3%	\$ 450.00	\$ 450.00	-10.0%	\$ 450.00	-10.0%	
05 Arts & Crafts	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
06 Program Equipment	\$ 2,509	\$ 2,100	\$ 1,367	\$ 2,000	\$ 1,253	62.7%	\$ 1,800.00	\$ 1,800.00	-10.0%	\$ 1,800.00	-10.0%	
139 Rink Maintenance												
01 Rink Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	2019 will need rink equipment & maintenance
140 Pool Supplies												
01 Pool Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	2019 will need spalsh plad maintenance
141 Trophies & Awards												
01 Trophies & Awards	\$ 541	\$ 700	\$ 384	\$ 600	\$ 397	66.1%	\$ 500.00	\$ 500.00	-16.7%	\$ 500.00	-16.7%	
142 Pool Maintenance												
01 Pool Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
145 Special Events												
01 Special Events	\$ 2,570	\$ 2,500	\$ 2,286	\$ 2,500	\$ 1,765	70.6%	\$ 2,400.00	\$ 2,400.00	-4.0%	\$ 2,400.00	-4.0%	
243-Rec Center Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
Totals	\$ 382,322	\$ 408,960	\$ 381,286	\$ 458,787	\$ 358,603	78.2%	\$ 494,257.62	\$ 501,368.66	9.3%	\$ 489,497.21	6.7%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
51 Parks												
001 Salaries												
01 Regular Pay	\$ 43,484	\$ 44,204	\$ 43,920	\$ 45,147	\$ 32,521	72.0%	\$ 48,751.00	\$ 48,751.00	8.0%	\$ 48,431.76	7.3%	2% step
02 Overtime	\$ 462	\$ -	\$ 924	\$ 2,605	\$ 1,821	69.9%	\$ 2,605.20	\$ 2,605.20	0.0%	\$ 2,605.20	0.0%	
07 Salaries	\$ 37,839	\$ 41,238	\$ 40,119	\$ 33,959	\$ 33,480	98.6%	\$ 38,065.98	\$ 38,065.98	12.1%	\$ 37,559.22	10.6%	11% increase to minimum wage + current PT increase by 2%+step
014 New Equipment												
01 New Equipment	\$ 1,204	\$ 1,200	\$ 1,130	\$ 1,200	\$ 818	68.2%	\$ 1,200.00	\$ 1,200.00	0.0%	\$ 1,200.00	0.0%	
015 Telephone												
01 Cell Phone	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
04 Telephone	\$ 998	\$ 1,000	\$ 990	\$ 1,000	\$ 817	81.7%	\$ 1,000.00	\$ 1,000.00	0.0%	\$ 1,000.00	0.0%	
018 Health Insurance												
01 Health Insurance	\$ 10,131	\$ 8,988	\$ 8,988	\$ 9,434	\$ 7,561	80.2%	\$ 10,377.00	\$ 10,127.41	7.4%	\$ 10,127.41	7.4%	
019 Misc. Expense												
01 Misc. Expense	\$ 158	\$ -	\$ 158	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
026 Heating Fuel												
03 Heating Fuel	\$ 5,341	\$ 5,000	\$ 2,845	\$ 4,000	\$ 3,461	86.5%	\$ 5,000.00	\$ 5,000.00	25.0%	\$ 5,000.00	25.0%	
027 Electricity												
01 PW MAIN GAR	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
09 Park Shop	\$ 1,618	\$ 1,800	\$ 1,413	\$ 1,800	\$ 1,065	59.1%	\$ 2,000.00	\$ 1,908.00	6.0%	\$ 1,908.00	6.0%	12% increase requested by EMERA. Algonquin power rate reduction of 1.5% equates to a 6% power increase overall.
10 Park Security Lighting	\$ 950	\$ 950	\$ 871	\$ 900	\$ 623	69.2%	\$ 1,080.00	\$ 954.00	6.0%	\$ 954.00	6.0%	
11 Electricity	\$ 201	\$ 200	\$ 188	\$ 200	\$ 208	104.2%	\$ 250.00	\$ 212.00	6.0%	\$ 212.00	6.0%	
029 Sewer												
01 Sewer	\$ 269	\$ 300	\$ 250	\$ 250	\$ 150	60.0%	\$ 250.00	\$ 250.00	0.0%	\$ 250.00	0.0%	
030 Building Supplies												
01 Building Supplies	\$ 1,184	\$ 1,000	\$ 1,008	\$ 1,000	\$ 996	99.6%	\$ 1,300.00	\$ 1,300.00	30.0%	\$ 1,300.00	30.0%	again we are getting busier and busier and we also have a maintenance shop that is going on over 20 years old. We need to replace the two pass entry doors soon as they are both broken, but still functional.
031 Building Maintenance												
01 Building Maintenance	\$ 1,098	\$ 1,100	\$ 1,364	\$ 1,000	\$ 872	87.2%	\$ 1,200.00	\$ 1,200.00	20.0%	\$ 1,200.00	20.0%	with a 20 year old building we will need to be doing a few maint. Repairs to the building
032 Property Insurance												
01 Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
036 Vehicle Insurance												
01 Vehicle Insurance	\$ 5,348	\$ 5,954	\$ 5,789	\$ 5,846	\$ 4,620	79.0%	\$ 5,719.35	\$ 5,719.35	-2.2%	\$ 5,719.35	-2.2%	Insurer provided number
038 Social Security												
01 Social Security	\$ 6,577	\$ 6,536	\$ 6,713	\$ 6,251	\$ 5,775	92.4%	\$ 6,840.42	\$ 6,840.42	9.4%	\$ 6,777.61	8.4%	calculated based on wages
040 City & State Retirement												
01 City & State Retirement	\$ 1,385	\$ 1,666	\$ 1,576	\$ 1,799	\$ 1,365	75.9%	\$ 1,927.83	\$ 1,927.83	7.2%	\$ 1,915.97	6.5%	calculated based on FT wages
051 Equipment Maintenance												
04 Repairs	\$ 660	\$ 800	\$ 829	\$ 800	\$ 784	98.0%	\$ 900.00	\$ 900.00	12.5%	\$ 900.00	12.5%	with a very capable director of maintenance we do most of our repairs on our own equipment.
05 Equipment Maintenance	\$ 4,859	\$ 4,000	\$ 5,339	\$ 3,500	\$ 3,912	111.8%	\$ 4,000.00	\$ 4,000.00	14.3%	\$ 4,000.00	14.3%	we have a older fleet of trailers and a older fleet of snowmobiles so the repairs are a little more than before, but they are small repairs, which still doesn't warrant looking at getting new trailers.
070 Clothing Allowance												
03 Clothing	\$ 422	\$ 400	\$ 430	\$ 400	\$ 300	75.0%	\$ 400.00	\$ 400.00	0.0%	\$ 400.00	0.0%	
073 Vehicle Repairs												
01 Vehicle Repairs	\$ 3,240	\$ 3,000	\$ 3,896	\$ 2,600	\$ 1,892	72.8%	\$ 3,000.00	\$ 3,000.00	15.4%	\$ 3,000.00	15.4%	I have cut this line the past few years but it always ends up by backfiring in the end. We maintain a fleet of 4 vehicles on this line year round. We just eliminated a truck this past summer as it was beyond repair.
074 Tires												
01 Tires	\$ 909	\$ 1,000	\$ 734	\$ 1,500	\$ 1,345	89.6%	\$ 1,500.00	\$ 1,200.00	-20.0%	\$ 1,200.00	-20.0%	This line was increased as of last year which helped out quite a bit. As we all know tires are becoming increasingly expensive.
075 Gas/Oil/Filters												
01 Gas/Oil/Filters	\$ 8,050	\$ 9,500	\$ 7,234	\$ 8,200	\$ 5,857	71.4%	\$ 8,000.00	\$ 8,000.00	-2.4%	\$ 8,000.00	-2.4%	
076 Diesel												
01 Diesel	\$ 1,421	\$ 1,300	\$ 883	\$ 900	\$ 895	99.4%	\$ 900.00	\$ 900.00	0.0%	\$ 900.00	0.0%	
111 Tools - Shop												
01 Tools - Shop	\$ 647	\$ 600	\$ 621	\$ 600	\$ 674	112.4%	\$ 800.00	\$ 800.00	33.3%	\$ 800.00	33.3%	I would like to increase this line as we have had purchased most of our tools in 1996 for the shop, and now that a lot of the equipment that we have takes specialty tools I would like to increase this line.

**DRAFT 2018 Budget
Department Detail**

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51 Parks (Cont'd)												
147 Parks Maintenance												
01 Parks Maintenance	\$ 7,718	\$ 8,000	\$ 8,028	\$ 8,000	\$ 7,891	98.6%	\$ 8,000.00	\$ 8,000.00	0.0%	\$ 8,000.00	0.0%	
02 Civic Beautification	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	0.0%	0.0%	
237 Civic Beaut												
01 Civic Beaut	\$ -	\$ -	\$ -	\$ 500	\$ 530	105.9%	\$ 800.00	\$ 2,000.00	300.0%	\$ 2,000.00	300.0%	There are a few of the gardens around town that did not receive the attention that they needed this year we will need to buy more mulch next summer. Gateway locations (e.g. Fort Fairfield Rd and Rte 1) may also be cleaned up/enhanced.
Totals	\$ 143,259	\$ 149,736	\$ 146,240	\$ 143,391	\$ 120,231	83.8%	\$ 155,866.78	\$ 156,261.19	9.0%	\$ 155,360.52	8.3%	

52 Snow Trail Maintenance												
001 Salaries												
01 Regular Pay	\$ 27,728	\$ 12,000	\$ 11,103	\$ 12,000	\$ 10,810	90.1%	\$ 13,320.00	\$ 13,320.00	11.0%	\$ 13,320.00	11.0%	this line will need to be increased as the minimum wage increased
02 Overtime	\$ 114	\$ 850	\$ 114	\$ 850	\$ 655	77.1%	\$ -	\$ -	-100.0%	\$ -	-100.0%	
07 Salaries	\$ 30,027	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
015 Telephone												
01 Cell Phone	\$ 472	\$ 400	\$ 472	\$ 466	\$ 219	47.0%	\$ 200.00	\$ 200.00	-57.1%	\$ 200.00	-57.1%	
04 Telephone	\$ 1,007	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	#DIV/0!	
019 Misc. Expense												
01 Misc. Expense	\$ 4,151	\$ 4,000	\$ 4,151	\$ 4,000	\$ 3,947	98.7%	\$ 4,000.00	\$ 3,500.00	-12.5%	\$ 3,500.00	-12.5%	
034 Work Comp												
01 Work Comp	\$ 484	\$ 500	\$ 75	\$ 500	\$ -	0.0%	\$ -	\$ 500.00	0.0%	\$ 500.00	0.0%	0.0%
035 Unemployment												
01 Unemployment	\$ 171	\$ 350	\$ 171	\$ 350	\$ 159	45.5%	\$ 350.00	\$ 350.00	0.0%	\$ 350.00	0.0%	0.0%
036 Vehicle Insurance												
01 Vehicle Insurance	\$ 3,029	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
038 Social Security												
01 Social Security	\$ 576	\$ 983	\$ 576	\$ 983	\$ 877	89.2%	\$ 1,019.00	\$ 1,018.98	3.7%	\$ 1,018.98	3.7%	calculated based on wages
051 Equipment Maintenance												
04 Repairs	\$ 423	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	
05 Equipment Maintenance	\$ 6,661	\$ 7,000	\$ 8,363	\$ 7,000	\$ 6,996	99.9%	\$ 8,000.00	\$ 8,000.00	14.3%	\$ 7,500.00	7.1%	
075 Gas/Oil/Filters												
01 Gas/Oil/Filters	\$ 4,585	\$ 300	\$ 298	\$ 300	\$ 536	178.5%	\$ 500.00	\$ 500.00	66.7%	\$ 500.00	66.7%	
076 Diesel												
01 Diesel	\$ 5,288	\$ 13,000	\$ 9,230	\$ 13,000	\$ 12,492	96.1%	\$ 14,000.00	\$ 14,000.00	7.7%	\$ 14,000.00	7.7%	
148 Trail Maint												
01 Trail Maint	\$ 4,571	\$ 2,000	\$ 2,107	\$ 2,000	\$ 1,007	50.4%	\$ 2,500.00	\$ 2,500.00	25.0%	\$ 2,250.00	12.5%	
286 Rent Exp												
01 Rent Exp	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	100.0%	\$ 2,000.00	\$ 2,000.00	33.3%	\$ 2,000.00	33.3%	
Totals	\$ 70,053	\$ 42,883	\$ 38,159	\$ 42,949	\$ 39,199	91.3%	\$ 45,889.00	\$ 45,888.98	6.8%	\$ 45,138.98	5.1%	

60 Airport												
015 Telephone												
04 Telephone	\$ 300	\$ 300	\$ 300	\$ 300	\$ 220	73.2%	\$ 300.00	\$ 300.00	0.0%	\$ 300.00	0.0%	
019 Miscellaneous Expense												
01 Misc. Expense	\$ 374	\$ 500	\$ 362	\$ 500	\$ 345	69.0%	\$ 450.00	\$ 450.00	-10.0%	\$ 450.00	-10.0%	
027 Electricity												
11 Electricity	\$ 1,367	\$ 1,436	\$ 1,740	\$ 1,782	\$ 1,329	74.6%	\$ 1,888.92	\$ 1,888.92	6.0%	\$ 1,888.92	6.0%	
028 Water												
05 Water	\$ 752	\$ 890	\$ 506	\$ 520	\$ 868	167.0%	\$ 800.00	\$ 800.00	53.8%	\$ 800.00	53.8%	Historic Actuals trend
029 Sewer												
01 Sewer	\$ 350	\$ 400	\$ 200	\$ 300	\$ 464	154.7%	\$ 400.00	\$ 400.00	33.3%	\$ 400.00	33.3%	Historic Actuals trend
031 Building Maintenance												
01 Building Maintenance	\$ 6,350	\$ 3,000	\$ 9,379	\$ 4,000	\$ 2,766	69.2%	\$ 4,000.00	\$ 4,000.00	0.0%	\$ 4,000.00	0.0%	
032 Property Insurance												
01 Property Insurance	\$ 1,058	\$ 1,250	\$ 1,223	\$ 1,235	\$ 995	80.6%	\$ 1,235.85	\$ 1,235.85	0.1%	\$ 1,235.85	0.1%	
037 Liability Insurance												
01 Airport Liability	\$ 1,879	\$ 1,850	\$ 1,829	\$ 1,829	\$ 1,829	100.0%	\$ 1,829.00	\$ 1,829.00	0.0%	\$ 1,829.00	0.0%	
038 Social Security												
01 Social Security	\$ 248	\$ 459	\$ 433	\$ 459	\$ 332	72.3%	\$ 459.00	\$ 459.00	0.0%	\$ 459.00	0.0%	calculated based on wages
076 Diesel												
01 Diesel	\$ 3,764	\$ 3,500	\$ 2,700	\$ 3,500	\$ 2,355	67.3%	\$ 4,200.00	\$ 4,200.00	20.0%	\$ 3,750.00	7.1%	5% projected increase in fuel cost. Additional planes with Hangar completion

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
60 Airport (Cont'd)												
153 Air Consultant Contract												
01 Air Consultant Contract	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 10,000	83.3%		\$ 17,400.00	45.0%	\$ 16,000.00	33.3%	Additional cost with new hangar admin and maintenance. Contract needs to be renewed. Offset by hangar rental fees.
155 Snow Plowing												
01 Snow Plowing	\$ 7,188	\$ 6,000	\$ 6,371	\$ 6,000	\$ 5,443	90.7%		\$ 6,000.00	0.0%	\$ 6,000.00	0.0%	
156 Runway Lights												
01 Runway Lights	\$ 1,060	\$ 500	\$ 1,579	\$ 1,000	\$ -	0.0%		\$ 900.00	-10.0%	\$ 900.00	-10.0%	
157 Runway Maintenance												
01 Runway Maintenance	\$ 500	\$ 1,000	\$ 500	\$ 1,000	\$ 500	50.0%		\$ 1,000.00	0.0%	\$ 1,000.00	0.0%	
Totals	\$ 36,772	\$ 33,085	\$ 39,122	\$ 34,425	\$ 27,447	79.7%		\$ 40,862.77	18.7%	\$ 39,012.77	13.3%	
61 Caribou Trailer Park												
006 Legal Fees												
01 Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		-	0.0%	\$ -	-	
027 Electricity												
11 Electricity	\$ 1,793	\$ 2,400	\$ 1,209	\$ 1,600	\$ 1,023	63.9%		1,600	0.0%	\$ 1,600.00	-	
028 Water												
05 Water	\$ 5,213	\$ 4,500	\$ 4,381	\$ 6,500	\$ 3,404	52.4%		5,000	-23.1%	\$ 5,000.00	(0)	
029 Sewer												
01 Sewer	\$ 2,583	\$ 3,000	\$ 2,850	\$ 3,000	\$ 1,950	65.0%		3,000	0.0%	\$ 3,000.00	-	
032 Property Insurance												
01 Property Insurance	\$ 36	\$ 42	\$ 40	\$ 42	\$ 35	83.3%		44	5.0%	\$ 44.10	0	Insurer provided number
105 Street Lights												
01 Street Lights	\$ 993	\$ 1,375	\$ 1,636	\$ 1,800	\$ 1,296	72.0%		1,908	6.0%	\$ 1,908.00	0	
147 Park Maintenance												
01 Park Maintenance	\$ 42	\$ 200	\$ -	\$ 200	\$ -	0.0%		200	0.0%	\$ 200.00	-	
158 CTP License Fee												
01 CTP License Fee	\$ 317	\$ 368	\$ 265	\$ 265	\$ 265	100.0%		300	13.2%	\$ 300.00	0	
160 CTP Park Maintenance												
01 CTP Park Maintenance	\$ 186	\$ 2,000	\$ 20	\$ 2,000	\$ 1,034	51.7%		1,000	-50.0%	\$ 1,000.00	(1)	
161 Garbage Collection												
01 Garbage Collection	\$ 1,620	\$ 1,620	\$ 1,620	\$ 1,620	\$ 1,215	75.0%		1,620	0.0%	\$ 1,620.00	-	
385 Year End CTP												
01 Year End CTP	\$ 2,490	\$ -	\$ 3,484	\$ -	\$ -	0.0%		-	0.0%	\$ -	-	
Totals	\$ 15,273	\$ 15,505	\$ 15,505	\$ 17,027	\$ 10,222	60.0%		14,672	-13.8%	\$ 14,672.10	(0)	
65 Cemeteries												
165 Evergreen Cemetery												
01 Evergreen Cemetery	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	100.0%	\$ 3,000.00	\$ 3,000.00	0.0%	\$ 3,000.00	0.0%	
166 Grimes Cemetery												
01 Grimes Cemetery	\$ 1,550	\$ 1,550	\$ 1,550	\$ 2,000	\$ 1,800	90.0%	\$ 2,000.00	\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	
167 Sacred Heart Cemetery												
01 Sacred Heart Cemetery	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	100.0%	\$ 350.00	\$ 350.00	0.0%	\$ 350.00	0.0%	
168 Holy Rosary Cemetery												
01 Holy Rosary Cemetery	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	100.0%	\$ 350.00	\$ 350.00	0.0%	\$ 350.00	0.0%	
169 Green Ridge Cemetery												
01 Green Ridge Cemetery	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	100.0%	\$ 150.00	\$ 150.00	0.0%	\$ 150.00	0.0%	
170 Lyndon Cemetery												
01 Lyndon Cemetery	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	100.0%	\$ 300.00	\$ 300.00	0.0%	\$ 300.00	0.0%	
171 Bubar Cemetery												
01 Bubar Cemetery	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	100.0%	\$ 100.00	\$ 100.00	0.0%	\$ 100.00	0.0%	
172 Memorial Day Flags												
01 Memorial Day Flags	\$ 1,616	\$ 3,647	\$ 3,647	\$ 600	\$ 603	100.6%	\$ 600.00	\$ 600.00	0.0%	\$ 600.00	0.0%	
190 Veterans Cemetery Fund												
01 Veterans Cemetery Fund	\$ 500	\$ -	\$ -	\$ -	\$ -		\$ 500.00	\$ -	NA	\$ -	#DIV/0!	
Totals	\$ 7,582	\$ 9,447	\$ 9,447	\$ 6,850	\$ 6,653	97.1%	\$ 7,350.00	\$ 6,850.00	0.0%	\$ 6,850.00	0.0%	

**DRAFT 2018 Budget
Department Detail**

Department	3 Year Average Actual Expenses (14-16)	2016		2017			2018					Comments
		Approved Budget	Year End Actual	Approved Budget	Expenses YTD (Oct 25, 2017) (81%)	% Spent	Requested	Manager Adjusted	% from Previous Year	Council Adjusted	% from Previous Year	
70 Insurance and Retirements												
007 Audit												
02 GASB 45	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ 3,200	160.0%		\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	
018 Health Insurance												
01 Employee Assistance Prog	\$ 175	\$ -	\$ -	\$ -	\$ -	0.0%		\$ -	0.0%	\$ -	0.0%	
034 Worker's Compensation												
01 Worker's Compensation	\$ 36,021	\$ 41,000	\$ 43,415	\$ -	\$ 7,734			\$ 30,000.00	0.0%	\$ 30,000.00	#DIV/0!	0.0%
035 Unemployment Comp.												
01 Unemployment Comp.	\$ 23,359	\$ 20,000	\$ 21,766	\$ 22,500	\$ 13,203	58.7%		\$ 19,658.91	-12.6%	\$ 19,658.91	-12.6%	0.0%
037 Liability Insurance												
01 Liability Insurance	\$ 26,110	\$ 28,600	\$ 28,492	\$ 28,800	\$ 23,492	81.6%		\$ 29,400.00	2.1%	\$ 29,400.00	2.1%	
038 Social Security												
01 Social Security	\$ 189,913	\$ -	\$ -	\$ -	\$ -			\$ -	0.0%	\$ -	0.0%	
039 Bonds												
01 Bonds	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	0.0%	\$ -	0.0%	
040 City & State Retirement												
01 City & State Retirement	\$ 64,141	\$ -	\$ -	\$ -	\$ -			\$ -	0.0%	\$ -	0.0%	
041 \$1000 Ded. Payments												
01 \$1000 Ded. Payments	\$ 1,167	\$ 2,500	\$ -	\$ 2,000	\$ 3,500	175.0%		\$ 2,000.00	0.0%	\$ 2,000.00	0.0%	
043 Compensated Absences												
01 Compensated Absences	\$ 68,773	\$ -	\$ -	\$ 45,000	\$ 45,000	100.0%		\$ 45,000.00	0.0%	\$ 45,000.00	0.0%	
044 - Reimbursements												
01 Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	0.0%	\$ -	0.0%	
046 Recognitions & Awards												
01 Recognitions & Awards	\$ 1,415	\$ -	\$ -	\$ 2,500	\$ 444	17.8%		\$ 2,500.00	0.0%	\$ 2,500.00	0.0%	
311 Section 125 Expense												
01 Section 125 Expense	\$ 5,439	\$ 5,500	\$ 6,177	\$ 7,000	\$ 6,123	87.5%		\$ 7,000.00	0.0%	\$ 7,000.00	0.0%	Retirement account management fee to GDI
Totals	\$ 223,885	\$ 97,600	\$ 99,850	\$ 109,800	\$ 102,697	93.5%		\$ 137,558.91	25.3%	\$ 137,558.91	25.3%	
80 Unclassified												
045 Refunds/Reimbursements												
01 Refunds/Reimbursements	\$ 21	\$ -	\$ 125	\$ -	\$ (2,538)	0.0%		250	NA	\$ 250.00	#DIV/0!	
200 Tax Lien Costs												
01 Tax Lien Costs	\$ 18,003	\$ 15,800	\$ 21,259	\$ 18,000	\$ 16,485	91.6%		20,000	11.1%	\$ 20,000.00	11.1%	
201 Abatements												
01 Abatements	\$ 20,846	\$ 20,000	\$ 13,083	\$ 20,000	\$ 7,429	37.1%		50,000	150.0%	\$ 35,000.00	75.0%	Birdseye Partial
202 Bad Debt Write-Off												
01 Bad Debt Write-Off	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	0.0%		-	NA	\$ -	#DIV/0!	
Totals	\$ 58,870	\$ 55,800	\$ 54,467	\$ 38,000	\$ 21,376	56.3%		70,250	84.9%	\$ 55,250.00	45.4%	
96 Section 8 FSS												
001-Salaries												
01-Regular Pay	\$ 30,213	\$ 32,478	\$ 32,407	\$ 34,839	\$ 24,091	69.1%	\$ 36,796.65	\$ 36,796.65	5.6%			
003-Office Supplies							\$ -	\$ -	0.0%			
01-Postage							\$ 400.00	\$ 400.00	0.0%			
05-Printer Ink							\$ 50.00	\$ 50.00	0.0%			
08-Office Supplies							\$ 75.00	\$ 75.00	0.0%			
018- Health Insurance												
01-Health Insurance	\$ 13,963	\$ 20,016	\$ 20,266	\$ 2,591	\$ 1,877	72.4%	\$ 2,591.16	\$ 2,591.16	0.0%			
034-Workers Comp												
01-Workers Comp	\$ 207	\$ 200	\$ 41	\$ 200	\$ -	0.0%	\$ 113.00	\$ 113.00	-43.5%			Calculated based on numbers provided for other departments
035-Unemployment												
01-Unemployment	\$ 315	\$ 467	\$ 308	\$ 467	\$ -	0.0%	\$ 296.40	\$ 296.40	-36.5%			
038 Social Security												
01-Social Security	\$ 2,180	\$ 2,485	\$ 2,256	\$ 2,665	\$ 2,049	76.9%	\$ 2,814.94	\$ 2,814.94	5.6%			calculated based on wages
040 City & State Retirement												
01-Retirement Housing	\$ 1,050	\$ 1,224	\$ 1,143	\$ 1,313	\$ 906	69.0%	\$ 1,287.88	\$ 1,287.88	-1.9%			calculated based on wages
Totals	\$ 47,871	\$ 56,870	\$ 56,421	\$ 42,075	\$ 28,924	68.7%	\$ 44,425.04	\$ 44,425.04	5.6%			

General Fund - Capital Improvements																						
	2014-16	2016	2017		2018 Request						2019 Request			2020 Request			2021 Request			2022 Request		
Department	Average Expense from associated reserves	Approved Allocation	Expenses (from associated reserve)	Approved Allocation	Expenses (YTD from associated reserve)	Annualized Expenses for year	Requested Allocation	Council Adjusted	Anticipated Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance
01 Capital Improvements																						
385-Downtown																						
01-Downtown Infrastructure	\$ 9	\$ 1,500	\$ -	\$ 1,000	\$ -	\$ -	\$ 100,000	\$ -	\$ 200,000	\$ (89,585)	\$ 100,000	\$ 100,000	\$ (89,585)	\$ 100,000		\$ 10,415			\$ 10,415			\$ 10,415
Code Totals	\$ 9	\$ 1,500		\$ 1,000			\$ 100,000	\$ -	\$ 200,000	\$ (89,585)	\$ 100,000	\$ 100,000	\$ (89,585)	\$ 100,000	\$ -	\$ 10,415	\$ -	\$ -	\$ 10,415	\$ -	\$ -	\$ 10,415

10 General Government																						
020 Computers																						
01-Computers	\$ 9,805	\$ 8,000	\$ 16,822	\$ 7,000	\$ 8,198	\$ 8,198.00			\$ 6,300	\$ 6,946	\$ 3,000	\$ 2,800	\$ 7,146	\$ 4,000	\$ 4,800	\$ 6,346	\$ 4,000	\$ 10,200	\$ 146			\$ 146
02-Vital Record Restoration	\$ 1,622	\$ 2,000	\$ 1,194	\$ 2,000	\$ 2,263	\$ 2,263.00	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,094	\$ 12,500	\$ 2,500	\$ 11,094	\$ 9,000	\$ 20,000	\$ 94			\$ 94			\$ 94
282 - Fleet Vehicles																						
01 - Fleet Vehicles	\$ 3,208	\$ 5,000	\$ -	\$ 2,000	\$ -	\$ -		\$ -		\$ 7,586	\$ 12,000		\$ 19,586	\$ 12,000		\$ 31,586	\$ 12,000	\$ 32,000	\$ 11,586	\$ 8,000		\$ 19,586
408 - Account Clean Up																						
01 - Account Clean Up		\$ 6,936								\$ -			\$ -			\$ -			\$ -			\$ -
Code Totals	\$ 14,635	\$ 21,936	\$ 18,016	\$ 11,000	\$ 10,461	\$ 10,461	\$ 2,500	\$ 2,500	\$ 8,800	\$ 15,626	\$ 27,500	\$ 5,300	\$ 37,826	\$ 25,000	\$ 24,800	\$ 38,026	\$ 16,000	\$ 42,200	\$ 11,826	\$ 8,000	\$ -	\$ 19,826

18 Municipal Buildings												\$ -		\$ -		\$ -		\$ -							
257-Parking Lot Reserve						\$ -							\$ -					\$ -				\$ -			
01-Parking Lot Reserve	\$ 5,468	\$ 5,000	\$ 5,350	\$ 4,000	\$ -			\$ -		\$ 94,467			\$ 94,467			\$ 94,467			\$ 94,467			\$ 94,467			
387 Lions Building Reserve													\$ -			\$ -			\$ -			\$ -			
01 Lions Building Reserve			\$ -	\$ 31,500	\$ 32,228		\$ 32,728.00	\$ 1,000	\$ -	\$ 556	\$ 2,500	\$ 3,000	\$ 56			\$ 56			\$ 56			\$ 56			
395 Municipal Building Reserve													\$ -			\$ -			\$ -			\$ -			
01 Municipal Building Reserve	\$ 80,716	\$ 25,000	\$ 181,993	\$ 45,000	\$ 1,425	\$ 27,425.00	\$ 72,000	\$ 72,000	\$ 52,000	\$ 58		\$ 58			\$ 58			\$ 58			\$ 58				
Code Totals							\$ 86,184	\$ 30,000	\$ 187,343	\$ 80,500	\$ 33,653	\$ 60,153	\$ 73,000	\$ 72,000	\$ 52,000	\$ 95,081	\$ 2,500	\$ 3,000	\$ 94,581	\$ -	\$ -	\$ 94,581	\$ -	\$ -	\$ 94,581

22 Tax Assessment												\$ -		\$ -		\$ -		\$ -				
220 Assessment Reserve						\$ 4,149.00						\$ -			\$ -			\$ -			\$ -	
01 Assessment Reserve																						
02 Trio Software P/P Update													\$ -			\$ -			\$ -			\$ -
03 Parcel Information Reserve	\$ 12,464	\$ 20,000	\$ 1,000	\$ 19,000	\$ 4,149		\$ 28,500	\$ -		\$ 65,352	\$ 28,500		\$ 93,852	\$ 28,500		\$ 122,352	\$ 28,500		\$ 150,852	\$ 28,500		\$ 179,352
04 Computer Replacement	\$ 361	\$ 500	\$ 960	\$ 500	\$ 1,500		\$ 402	\$ 402	\$ 1,200	\$ 1	\$ 900		\$ 901	\$ 900	\$ 1,800	\$ 1	\$ 900		\$ 901	\$ 900	\$ 1,500	\$ 301
05 Filing Storage									\$ -			\$ -			\$ -			\$ -			\$ -	
Code Totals	\$ 12,825	\$ 20,500	\$ 1,960	\$ 19,500	\$ 5,649	\$ 5,649	\$ 28,902	\$ 402	\$ 1,200	\$ 65,353	\$ 29,400	\$ -	\$ 94,753	\$ 29,400	\$ 1,800	\$ 122,353	\$ 29,400	\$ -	\$ 151,753	\$ 29,400	\$ 1,500	\$ 179,653

25 Library												\$ -				\$ -				\$ -				\$ -			
291 Library Computer Reserve						750.00							\$ -			\$ -			\$ -			\$ -					
01 Library Computer Reserve	\$ 2,505	\$ 2,000	\$ 371	\$ 2,000	\$ 750		\$ 1,200	\$ -	\$ 1,200	\$ 1,308	\$ 2,400	\$ 600	\$ 3,108	\$ 2,400	\$ 600	\$ 4,908	\$ 2,400	\$ 6,000	\$ 1,308			\$ 1,308					
000 Roof Phase I													\$ -			\$ -			\$ -			\$ -					
01 Roofing Phase I													\$ -			\$ -			\$ -			\$ -					
407 Building Maintenance													\$ -			\$ -			\$ -			\$ -					
01 Building Maintenance	\$ 10,226	\$ 20,000	\$ 13,316	\$ 19,000	\$ 6,821	7,000.00		\$ -	\$ 35,000	\$ 8,187	\$ 10,000	\$ 17,000	\$ 1,187			\$ 1,187			\$ 1,187			\$ 1,187					
ILEAD (grant received)	\$ 1,657		\$ 2,963		\$ 1,280	1,280.00		\$ -		\$ -																	
Onion Foundation (grant received)			\$ 484		\$ 805	805.00		\$ -		\$ -																	
Code Totals	\$ 14,388	\$ 22,000	\$ 17,134	\$ 21,000	\$ 9,657	\$ 9,835	\$ 1,200	\$ -	\$ 36,200	\$ 9,495	\$ 12,400	\$ 17,600	\$ 4,295	\$ 2,400	\$ 600	\$ 6,095	\$ 2,400	\$ 6,000	\$ 2,495	\$ -	\$ -	\$ 2,495					

General Fund - Capital Improvements																						
	2014-16	2016	2017				2018 Request				2019 Request			2020 Request			2021 Request			2022 Request		
Department	Average Expense from associated reserves	Approved Allocation	Expenses (from associated reserve)	Approved Allocation	Expenses (YTD from associated reserve)	Annualized Expenses for year	Requested Allocation	Council Adjusted	Anticipated Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance
31 Fire /Ambulance Department													\$ -			\$ -			\$ -			\$ -
222 Fire Equipment Reserve													\$ -			\$ -			\$ -			\$ -
01 Fire Equipment Reserve	\$ 158,931	\$ 22,000	\$ 326,626	\$ 99,000	\$ 117,000	\$ 117,000.00	\$ 94,898	\$ 94,898	\$ 60,000	\$ 34,000		\$ 50,000	\$ (16,000)			\$ (16,000)			\$ (16,000)			\$ (16,000)
223 Fire Hose Reserve													\$ -			\$ -			\$ -			\$ -
01 Fire Hose Reserve	\$ 144		\$ -	\$ 500	\$ -	\$ -		\$ -		\$ 1,706			\$ 1,706			\$ 1,706			\$ 1,706			\$ 1,706
224 Foam Reserve													\$ -			\$ -			\$ -			\$ -
01 Foam Reserve	\$ -		\$ -		\$ -	\$ -		\$ -		\$ 3,743			\$ 3,743			\$ 3,743			\$ 3,743			\$ 3,743
225 Fire/Ambulance Computer													\$ -			\$ -			\$ -			\$ -
01 Fire/Ambulance Computer	\$ 813	\$ 2,700	\$ 1,890	\$ 2,500	\$ 2,000	\$ 2,000.00		\$ -	\$ 600	\$ 10,529			\$ 10,529			\$ 10,529		\$ 2,100	\$ 8,429		\$ 600	\$ 7,829
226 Ambulance Reserve													\$ -			\$ -			\$ -			\$ -
01 Ambulance Reserve	\$ 58,169		\$ -	\$ 122,000	\$ 269,647	\$ 269,647.00	\$ 50,000	\$ 25,000	\$ 201,000	\$ 8,240	\$ 50,000		\$ 58,240	\$ 50,000	\$ 104,000	\$ 4,240	\$ 52,000		\$ 56,240	\$ 52,000	\$ 108,000	\$ 240
227 Amb Small Equipment													\$ -			\$ -			\$ -			\$ -
01 Amb Small Equipment	\$ 33,333	\$ 50,000	\$ -	\$ 19,000	\$ 103,967	\$ 103,967.00		\$ -		\$ 37,742	\$ 25,000		\$ 62,742	\$ 25,000		\$ 87,742	\$ 25,000		\$ 112,742	\$ 25,000		\$ 137,742
296 Stair Chairs Reserve													\$ -			\$ -			\$ -			\$ -
01 Stair Chairs Reserve			\$ -	\$ 750	\$ -	\$ -		\$ -		\$ 3,000			\$ 3,000			\$ 3,000			\$ 3,000			\$ 3,000
310 Dispatch Remodel													\$ -			\$ -			\$ -			\$ -
01 Dispatch Remodel			\$ -	\$ 2,400	\$ -	\$ -		\$ -		\$ 3,100			\$ 3,100			\$ 3,100			\$ 3,100			\$ 3,100
397 Furnace Replacement													\$ -			\$ -			\$ -			\$ -
01 Furnace Replacement	\$ 3,156		\$ -	\$ 3,811	\$ -	\$ -		\$ -		\$ 0			\$ 0			\$ 0			\$ 0			\$ 0
409 Building Maintenance													\$ -			\$ -			\$ -			\$ -
01 Building Maintenance	\$ 9,300	\$ 30,000	\$ 18,600	\$ 9,000	\$ -	\$ -		\$ -		\$ 30,400			\$ 30,400			\$ 30,400			\$ 30,400			\$ 30,400
Fire Train B	\$ 3,400																					
417 Fire Small Equipment Reserve													\$ -			\$ -			\$ -			\$ -
01 Fire Small Equipment Reserve	\$ 16,667	\$ 1,400	\$ 50,000	\$ 9,000	\$ -	\$ -		\$ -		\$ 10,400			\$ 10,400			\$ 10,400			\$ 10,400			\$ 10,400
Code Totals	\$ 283,913	\$ 106,100	\$ 397,116	\$ 267,961	\$ 492,614	\$ 492,614	\$ 144,898	\$ 119,898	\$ 261,600	\$ 142,860	\$ 75,000	\$ 50,000	\$ 167,860	\$ 75,000	\$ 104,000	\$ 138,860	\$ 77,000	\$ 2,100	\$ 213,760	\$ 77,000	\$ 108,600	\$ 182,160
35 Police													\$ -			\$ -			\$ -			\$ -
020 Computers & Typewriters													\$ -			\$ -			\$ -			\$ -
01 Computers & Typewriters	\$ 518	\$ 4,320	\$ 480	\$ 3,320	\$ 1,479	\$ 1,479.00		\$ -	\$ 4,600	\$ 8,647	\$ 4,000	\$ 4,000	\$ 8,647			\$ 8,647	\$ 600	\$ 600	\$ 8,647			\$ 8,647
229 Small Equipment Reserve													\$ -			\$ -			\$ -			\$ -
01 Small Equipment Reserve		\$ 2,500		\$ 3,000				\$ 6,640	\$ 6,640													
02 Taser Replacement	\$ 22,077		\$ 31,802		\$ 52,687	\$ 53,287.00	\$ 2,400				\$ 4,800	\$ 4,800										
02 Gun Replacement		\$ 1,500					\$ 2,000			\$ 7,857	\$ 2,000		\$ 9,857	\$ 4,000		\$ 13,857	\$ 2,250		\$ 16,107	\$ 2,250		\$ 18,357
230 Police Car Reserve													\$ -			\$ -			\$ -			\$ -
01 Police Car Reserve	\$ 25,642	\$ 32,000	\$ 32,380	\$ 31,000	\$ 46,611	\$ 46,611.00	\$ 4,000	\$ 4,000	\$ 32,000	\$ (1,687)	\$ 33,000	\$ 32,000	\$ (687)	\$ 33,000	\$ 32,000	\$ 313	\$ 33,000	\$ 32,000	\$ 1,313	\$ 33,000	\$ 33,000	\$ 1,313
02 Police Car Video System	\$ 3,151		\$ -		\$ -	\$ -		\$ -		\$ 3,129			\$ 3,129			\$ 3,129			\$ 3,129			\$ 3,129
xxx Major Systems Replacement																						
xx- Phones System						\$ -			\$ 23,480	\$ -			\$ -			\$ -			\$ -			\$ -
xx- Radio						\$ -	\$ 25,000	\$ 20,000		\$ 20,000	\$ 27,500		\$ 47,500	\$ 27,500		\$ 75,000	\$ 27,527	\$ 102,527	\$ -			\$ -
xx- CAD System						\$ -	\$ 25,000	\$ 20,000		\$ 20,000	\$ 27,500		\$ 47,500	\$ 27,500		\$ 75,000	\$ 25,000	\$ 100,000	\$ -			\$ -
284 - File Digitization													\$ -			\$ -			\$ -			\$ -
01- File Digitization				\$ 9,000	\$ -	\$ -		\$ -		\$ 9,000			\$ 9,000			\$ 9,000			\$ 9,000			\$ 9,000
Code Totals	\$ 51,388	\$ 40,320	\$ 64,661	\$ 46,320	\$ 100,776	\$ 101,377	\$ 58,400	\$ 50,640	\$ 66,720	\$ 66,946	\$ 98,800	\$ 40,800	\$ 124,946	\$ 92,000	\$ 32,000	\$ 184,946	\$ 88,377	\$ 235,127	\$ 38,196	\$ 35,250	\$ 33,000	\$ 40,446

General Fund - Capital Improvements																							
	2014-16	2016	2017			2018 Request					2019 Request			2020 Request			2021 Request			2022 Request			
Department	Average Expense from associated reserves	Approved Allocation	Expenses (from associated reserve)	Approved Allocation	Expenses (YTD from associated reserve)	Annualized Expenses for year	Requested Allocation	Council Adjusted	Anticipated Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	
38 Protection													\$ -			\$ -			\$ -			\$ -	
309-Xmas Lights						\$ 3,900.00							\$ -			\$ -			\$ -			\$ -	
01-Xmas Lights	\$ 1,252		\$ 1,185		\$ 1,079		\$ 2,500	\$ 2,500	\$ 1,500	\$ (1,243)			\$ (1,243)			\$ (1,243)			\$ (1,243)			\$ (1,243)	
349-LED Street Lights													\$ -			\$ -			\$ -			\$ -	
01-LED Street Lights	\$ 3,000	\$ 5,000	\$ -		\$ -	\$ -	\$ 36,720	\$ 20,000	\$ 24,720	\$ 10,838	\$ 32,000	\$ 228,300	\$ (185,462)	\$ 17,000		\$ (168,462)	\$ 17,000		\$ (151,462)	\$ 17,000		\$ (134,462)	
Code Totals	\$ 4,252	\$ 5,000	\$ 1,185	\$ -	\$ 1,079	\$ 3,900	\$ 39,220	\$ 22,500	\$ 26,220	\$ 9,595	\$ 32,000	\$ 228,300	\$ (186,705)	\$ 17,000	\$ -	\$ (169,705)	\$ 17,000	\$ -	\$ (152,705)	\$ 17,000	\$ -	\$ (135,705)	
													\$ -			\$ -			\$ -			\$ -	
40 Public Works													\$ -			\$ -			\$ -			\$ -	
089 PW Equipment Reserves						\$ 31,036.00							\$ -			\$ -			\$ -			\$ -	
01 Equipment Reserves	\$ 115,310		\$ 101,549	\$ 74,000	\$ 31,036		\$ 110,000	\$ 110,000	\$ 135,000	\$ 72,656	\$ 110,000	\$ 64,000	\$ 118,656	\$ 120,000	\$ 55,000	\$ 183,656	\$ 120,000	\$ 215,000	\$ 88,656	\$ 145,000	\$ 150,000	\$ 83,656	
232 Street Reconstruction													\$ -			\$ -			\$ -			\$ -	
01 Street Reconstruction	\$ 121,447	\$ 25,000	\$ 263,849	\$ 24,000	\$ 14,662	\$ 14,662.00	\$ 50,000	\$ 20,000	\$ 180,000	\$ 106,214	\$ 50,000	\$ 100,000	\$ 56,214	\$ 50,000		\$ 106,214	\$ 50,000	\$ 100,000	\$ 56,214	\$ 50,000		\$ 106,214	
414 Grimes Mill Rd Engineering						\$ -							\$ -			\$ -			\$ -			\$ -	
01 Grimes Mill Rd Engineering	\$ -		\$ -	\$ 18,482	\$ -		\$ 5,483	\$ 5,483		\$ (15,000)	\$ 5,000		\$ (10,000)	\$ 5,000		\$ (5,000)	\$ 5,000		\$ -	\$ 5,000		\$ 5,000	
	\$ 941																						
	\$ 9,351																						
	\$ 182,210																						
xxx Building Maintenance													\$ -			\$ -			\$ -			\$ -	
xx Main Building							\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ -			\$ -			\$ -			\$ -	
xx Salt Sheds										\$ -			\$ -	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -			\$ -	
Code Totals	\$ 429,258	\$ 25,000	\$ 365,398	\$ 116,482	\$ 45,698	\$ 45,698	\$ 200,483	\$ 170,483	\$ 350,000	\$ 163,869	\$ 200,000	\$ 199,000	\$ 164,869	\$ 200,000	\$ 80,000	\$ 284,869	\$ 200,000	\$ 340,000	\$ 144,869	\$ 200,000	\$ 150,000	\$ 194,869	
													\$ -			\$ -			\$ -			\$ -	
50 Recreation													\$ -			\$ -			\$ -			\$ -	
020 Computers & Typewriters						\$ 10,495.00							\$ -			\$ -			\$ -			\$ -	
01 Computer Reserve			\$ 900	\$ 900						\$ -	\$ 2,200	\$ 2,200	\$ -	\$ 1,200	\$ 1,200	\$ -			\$ -			\$ -	
243-Rec Center Improvement													\$ -			\$ -			\$ -			\$ -	
01-Rec Center Imp	\$ 18,583	\$ 14,000	\$ 13,351	\$ 4,500	\$ 10,495	\$ 10,495.00				\$ 31,155			\$ 31,155			\$ 31,155			\$ 31,155			\$ 31,155	
297 Community Pool						\$ -							\$ -			\$ -			\$ -			\$ -	
01-Community Pool	\$ -	\$ 29,000	\$ -	\$ 28,000	\$ -					\$ 126,656		\$ 126,656	\$ -			\$ -			\$ -			\$ -	
410- Rec Van Reserve													\$ -			\$ -			\$ -			\$ -	
01- Rec Van Reserve	\$ -	\$ 7,000	\$ -	\$ 6,500		\$ 32,200.00	\$ 2,500	\$ -		\$ (1,955)			\$ (1,955)			\$ (1,955)			\$ (1,955)			\$ (1,955)	
Land Acquisition and Easements			\$ -		\$ 6,250	\$ 6,250.00																	
Rails to Trails (grant)	\$ 20,214		\$ 20,243		\$ 17,240	\$ 17,240.00																	
Let's Move	\$ 205		\$ -		\$ -	\$ -																	
Rec Special Projects	\$ 2,783		\$ -		\$ -	\$ -																	
Creative Playground	\$ 250		\$ -		\$ -	\$ -																	
Caribou Community Band	\$ 32		\$ -		\$ -	\$ -																	
Rec Scholarships	\$ 240		\$ -		\$ -	\$ -																	
Rec Ski Rental Program	\$ 6,925		\$ 2,737		\$ 4,477	\$ 4,800.00																	
Cadet Reserve	\$ 118		\$ -		\$ -	\$ -																	
Community Bulletin Board	\$ -		\$ -		\$ -	\$ -																	
Code Totals	\$ 49,351	\$ 50,000	\$ 37,232	\$ 39,900	\$ 38,462	\$ 70,985	\$ 2,500	\$ -	\$ -	\$ 155,856	\$ 2,200	\$ 128,856	\$ 29,200	\$ 1,200	\$ 1,200	\$ 29,200	\$ -	\$ -	\$ 29,200	\$ -	\$ -	\$ 29,200	

General Fund - Capital Improvements																								
	2014-16	2016	2017			2018 Request					2019 Request			2020 Request			2021 Request			2022 Request				
Department	Average Expense from associated reserves	Approved Allocation	Expenses (from associated reserve)	Approved Allocation	Expenses (YTD from associated reserve)	Annualized Expenses for year	Requested Allocation	Council Adjusted	Anticipated Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance	Allocation	Expense	Year End Fund Balance		
51 Parks Department													\$ -			\$ -			\$ -			\$ -		
234 Parks Improvements						\$ 11,950.00						\$ -			\$ -			\$ -			\$ -			
01 Parks Improvements	\$ 13,019	\$ 6,000	\$ 16,368	\$ 10,000	\$ 11,950		\$ 50,000	\$ 30,000	\$ 38,000	\$ 26,478	\$ 55,000	\$ 113,000	\$ (31,522)	\$ 35,000	\$ 35,000	\$ (31,522)	\$ 35,000		\$ 3,478		\$ 3,478			
235 Parks Vehicle Reserve													\$ -			\$ -			\$ -		\$ -			
01 Parks Vehicle Reserve	\$ 15,511	\$ 13,000	\$ 19,531	\$ 4,000	\$ 9,185		\$ 9,185.00			\$ 10,173			\$ 10,173			\$ 10,173			\$ 10,173		\$ 10,173			
236 Lawn Mower Reserve						\$ 7,999.00						\$ -			\$ -			\$ -		\$ -				
01 Lawn Mower Reserve	\$ 3,255	\$ 1,500	\$ 990	\$ 1,000	\$ 7,999		\$ 16,000	\$ 16,000	\$ 30,000	\$ 399			\$ 399			\$ 399			\$ 399		\$ 399			
237 Civic Beautification													\$ -			\$ -			\$ -		\$ -			
01 Civic Beautification	\$ 3,091	\$ 1,000	\$ 4,769		\$ -		\$ -	\$ 839	\$ 839	\$ 0			\$ 0			\$ 0			\$ 0		\$ 0			
415 Collins Pond						\$ 1,050.00						\$ -			\$ -			\$ -		\$ -				
01 Collins Pond	\$ 10,435		\$ 29,527	\$ 3,000	\$ 1,050		\$ 40,000	\$ 20,000		\$ 54,176	\$ 50,000		\$ 104,176	\$ 65,000	\$ 190,000	\$ (20,824)		\$ (20,824)		\$ (20,824)				
416 Ski Trail													\$ -			\$ -			\$ -		\$ -			
01 Ski Trail	\$ 509		\$ 406	\$ 2,900	\$ 1,972		\$ 1,972.00			\$ 4,894			\$ 4,894			\$ 4,894			\$ 4,894		\$ 4,894			
CRX/TOS Reserve	\$ 299		\$ 896		\$ 1,194	\$ 1,194.00				\$ 2,225														
RD Trails Grant	\$ 1,455		\$ -		\$ -	\$ -	\$ 4,366	\$ 4,366		\$ 0			\$ 0			\$ 0			\$ 0					
Code Totals	\$ 47,574	\$ 21,500	\$ 72,488	\$ 20,900	\$ 33,350	\$ 33,350	\$ 111,205	\$ 71,205	\$ 68,000	\$ 96,120	\$ 105,000	\$ 113,000	\$ 88,120	\$ 100,000	\$ 225,000	\$ (36,880)	\$ 35,000	\$ -	\$ (1,880)	\$ -	\$ -	\$ (1,880)		
52 Snowmobile Trail Maintenance													\$ -			\$ -			\$ -			\$ -		
238 Trail Groomer Reserve												\$ -			\$ -			\$ -		\$ -				
01 Trail Groomer Reserve										\$ -			\$ -			\$ -			\$ -		\$ -			
Code Totals																								
60 Airport													\$ -			\$ -			\$ -			\$ -		
249-Airport Improvement						\$ 335,567.00						\$ -			\$ -			\$ -		\$ -				
01-Airport Improvement										\$ -			\$ -			\$ -			\$ -		\$ -			
239 Airport Reserve													\$ -			\$ -			\$ -		\$ -			
01 Airport Reserve	\$ 1,263,347	\$ 7,500	\$ 302,739	\$ 7,000	\$ 335,567		\$ 335,567.00	\$ 25,000	\$ -	34,306.35	\$ (164,630)	\$ 25,000	\$ 50,000	\$ (189,630)			\$ (189,630)			\$ (189,630)		\$ (189,630)		
Code Totals	\$ 1,263,347	\$ 7,500	\$ 302,739	\$ 7,000	\$ 335,567	\$ 335,567	\$ 25,000	\$ -	\$ 34,306															
70 Debt Reduction													\$ -			\$ -			\$ -			\$ -		
70 BioMass Boilers						\$ 95,127.00						\$ -			\$ -			\$ -		\$ -				
01 BioMass Boiler Debt	\$ 106,823	\$ 92,732	\$ 94,250	\$ 95,127	\$ 48,702		\$ 99,041	\$ 99,041	\$ 99,041	\$ 1,038	\$ 102,378	\$ 102,378	\$ 1,038	\$ 105,843	\$ 105,843	\$ 1,038	\$ 109,440	\$ 109,440	\$ 1,038	\$ 230,175	\$ 230,175	\$ 1,038		
xx Fire/EMS													\$ -			\$ -			\$ -		\$ -			
xx 2016 Engine Truck				\$ 99,000	\$ 116,900		\$ 116,900.00	\$ 116,900	\$ 116,900	\$ 116,900	\$ -	\$ 116,900	\$ 116,900	\$ -	\$ 116,900	\$ 116,900	\$ -	\$ 116,900	\$ 116,900	\$ -	\$ 116,900			
Code Totals	\$ 106,823	\$ 92,732	\$ 94,250	\$ 95,127	\$ 48,702	\$ 95,127	\$ 215,941	\$ 215,941	\$ 215,941	\$ 1,038	\$ 219,278	\$ 219,278	\$ 1,038	\$ 222,743	\$ 222,743	\$ 1,038	\$ 226,340	\$ 226,340	\$ 1,038	\$ 230,175	\$ 230,175	\$ 1,038		
Other Accounts																								
Nylander	\$ 166		\$ 332		\$ 460	\$ 460.00																		
60 Access Hi	\$ 9,115					\$ -																		
Nasiff Cleanup	\$ 11,649					\$ -																		
Totals for all Improvement Funds	\$ 2,364,113	\$ 444,088	\$ 1,559,854	\$ 726,690	\$ 1,156,127	\$ 1,265,176	\$ 1,003,248	\$ 725,569	\$ 1,320,987	\$ 732,254	\$ 904,078	\$ 1,105,134	\$ 531,199	\$ 864,743	\$ 692,143	\$ 703,799	\$ 691,517	\$ 851,767	\$ 543,549	\$ 596,825	\$ 523,275	\$ 617,099		

TO: Council

FROM: Carl Grant/Finance Assistant

SUBJECT: Quitclaim

Attached quitclaim need to be signed. This property map 17 lot 31 has previously been out to bid and minimum bid was not met. We now have a buyer that has met minimum bid and has paid in full, the check has cleared their bank. Thank you.

MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

KNOW ALL PERSONS BY THESE PRESENTS THAT the Inhabitants of the Municipality of Caribou, a body corporate and politic located in Aroostook County, State of Maine, for consideration paid, release to the Land Ho, Inc., a certain parcel of land with buildings thereon, if any, located in the Municipality of Caribou, Aroostook County, State of Maine, identified as follows

Map 17, Lot 31 on the Tax Maps of the Municipality of Caribou, prepared by Blackstone Land Surveying and dated April 1, 2004, on file in the Office of the Assessors at Caribou, Maine. The Municipality of Caribou has acquired its interest in said parcel of land through automatic foreclosure of a lien dated May 22, 2015 recorded in Book 5425, Page 324 of the Southern Aroostook County Registry of Deeds.

The Inhabitants of the Municipality of Caribou have caused this instrument to be signed in its corporate name by Timothy Guerrette, David Martin, Philip McDonough II, Nicole Cote, Joan Theriault, Gary Aiken, and Jody Smith it's Municipal Officers duly authorized.

Witness our hand and seals this 13th day of November 2017.

David Martin

Joan Theriault

Timothy Guerrette

Philip McDonough II

Nicole Cote

Gary Aiken

Jody Smith

ACKNOWLEDGEMENT

State of Maine

Date: _____

_____ County, ss.

Then personally appeared before me the above-named Municipal Officers of the Municipality of Caribou, and acknowledged the forgoing to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of the said Municipality.

Before me,

Notary Public

(Print Name)

My commission expires:

TO: Council

FROM: Carl Grant/Finance Assistant

SUBJECT: Mark Westin

Mr. Westin came in to request a waiver of foreclosure on his property at 40 Washburn Street, Map 32 Lot 1 for the 2015 tax lien. He claims he will have the means to pay his back taxes in 2018, just needs a little more time. Waiver of foreclosure was granted to Mr. Westin for 2013 and 2014 tax liens.

CARIBOU FIRE/EMS
25 HIGH STREET
CARIBOU, ME. 04736



MEMO

TO: Mayor Gary Aiken and City Council Members
FROM: Dennis Marker, City Manager
RE: Tri-Community Interlocal Agreement Change
DATE: November 10, 2017

Council Action needed: Consider Resolution

The Tri-Community Board continues to evaluate a proposed merger with the Presque Isle landfill.

One of the requirements for the merger to move forward is for the current "Owner Communities", which include Limestone, Fort Fairfield, and Caribou, to amend the interlocal agreement. The drafted changes, shown in the Exhibit A, would allow Presque Isle to be an Owner in the company.

Approval of the recommended changes does not constitute approval of the merger. ALL current member communities would need to approve the changes before the merger can take place.

The next Tri-Community Board meeting is November 17, 2017. It is anticipated that Presque Isle will be responding to the latest negotiation considerations at that meeting. A special Caribou City Council meeting may be held on November 20th to discuss the results.

Resolution 2017-4

**A Resolution of the Caribou City Council Approving
Amendments to the Tri-Community Landfill Interlocal Agreement**

WHEREAS, the City of Caribou, and towns of Limestone and Fort Fairfield (together the “Owners”) have entered into an interlocal agreement to fund and operate the Tri-Community Landfill (TCL), which provides solid waste services for many communities, businesses and residents of Aroostook County, and

WHEREAS, the City of Presque Isle operates a landfill providing similar services in the region, and

WHEREAS, the Owners and Presque Isle have jointly considered the merging of the two landfill operations and found that public resources may be better utilized in a long term sustainable manner if the merger occurs,

NOW THEREFORE BE IT RESOLVED

1. The City Council of Caribou approves the proposed amendment to the Tri-Community landfill interlocal agreement, which includes Presque Isle as an Owner in the operations, on the condition that final merger negotiations be completed and terms brought back to the Council for consideration and approval.
2. The City Manager is hereby authorized and directed to sign any agreements or other documentation necessary to comply with this resolution.

This resolution was duly passed and approved by a majority of the City Council of the City of Caribou this 13th day of November 2017.

Gary Aiken, Mayor

David Martin, Councilor

Timothy Guerrette, Councilor

Nicole Cote, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

Joan Theriault, Councilor

Attest:

Jayne R. Farrin, City Clerk

Exhibit A

CENTRAL AROOSTOOK WASTE MANAGEMENT CORPORATION

INTERLOCAL SOLID WASTE AGREEMENT

THIS AGREEMENT is made by and among the City of Caribou, Town of Fort Fairfield, Town of Limestone and the City of Presque Isle, all in the County of Aroostook (the "Participating Municipalities") and all being municipal corporations under the laws of Maine.

WHEREAS, by an interlocal agreement for Joint Solid Waste Disposal Facility approved by the Attorney General on May 04, 1978 (the "1978 Agreement"), the incorporation and organization of Central Aroostook Joint Solid Waste Disposal Facility Corporation, d/b/a Tri-Community Recycling and Sanitary Landfill (the "Corporation") was authorized pursuant to 30 M.R.S.A. Chapter 203 and 13 M.R.S.A. Chapter 81, as amended, ~~repealed, or replaced~~; and

WHEREAS, the Corporation was formed on November 16, 1979 to own and operate a solid waste facility and to provide for the collection, storage, and disposal of solid waste generated within the territories of Caribou, Limestone and Fort Fairfield;

WHEREAS, ~~the 1978 Agreement was amended in its entirety effective March 8, 1994, and since that date the Corporation has conducted its activities and carried out its purposes under the amended agreement.~~ Prior to this date, the Corporation has conducted its activities and carried out its purposes under the 1978 Agreement; and

WHEREAS, the Corporation has changed its name to "Central Aroostook Waste Management Corporation" and

WHEREAS, pursuant to Section 15 of the 1994 Agreement, the Participating Municipalities wish to amend the 1994 Agreement to restate and clarify the powers of the Corporation in light of changes in the law and circumstances.

NOW, THEREFORE, it is hereby agreed by and among the Participating Municipalities that the 1994 Agreement be amended in its entirety by deleting all of the provisions of the 1994 Agreement and restating the 1994 Agreement to read as follows:

Interlocal Solid Waste Agreement

1. **Purpose.** The purpose of this Agreement is to provide for the acquisition, ownership, operation, construction, repair, maintenance and financing of real and personal property by the Corporation necessary to the management and disposal of solid waste under 38 M.R.S.A. §13304-B, as amended, and other applicable law, and to establish and carry out a program of solid waste management for: (a) the disposal and management of such solid waste as may be generated within the boundaries of the Participating Municipalities at rates established pursuant to this Agreement, or pursuant to waste handling agreements between the Corporation and any

Comment [Watermark1]:

Field Code Changed

Participating Municipality; and (b) the disposal of solid waste is accepted by a majority vote of the Board of Directors of the Corporation, at rates established by the Board.

2. **Term.** This Agreement shall remain in full force and effect until January 01, 2067, and may be extended by mutual agreement of the Participating Municipalities, evidenced by a duly executed instrument in writing attached hereto; except that this Agreement may be sooner terminated by withdrawal of all the remaining parties or by dissolution as long as all obligations, expenses and liabilities, including all bonds, notes or other evidence of indebtedness of the Corporation have been paid in full.

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3. **Board of Directors/Tax Status.** The Corporation shall be managed by a Board of Directors ~~appointed~~ elected annually consistent with the provisions of 38 M.R.S.A. § 1304-B, as amended. The number of Directors shall be six (6) and shall consist of representatives ~~appointed~~ elected annually by the municipal officers (as defined in 30-A M.R.S.A. §(10)) of each Participating Municipality, the number of which from each such municipality shall be as follows:

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<u>Municipality</u>	<u>Number of Directors</u>
Caribou	2
Fort Fairfield	1
Limestone	1
Presque Isle	2

Each Director shall be entitled to one (1) vote. ~~The municipal manager of each Participating Municipality shall serve as an Alternate Director to the Board of Directors. The municipal officers of each Participating Municipality shall also appoint one (1) Alternate Director to the Board of Directors.~~ Said Alternate Directors shall, except as provided in the Bylaws of the Corporation, be non-voting members of the Board of Directors.

The Corporation is authorized to exercise through its Board of Directors (sometimes hereafter referred to as the "Board") and on behalf of the Participating Municipalities, the powers herein delegated to it for the operation of a solid waste management system.

It is intended that the Corporation shall be treated (a) as a corporation contributions to which are deductible under Section 170(c) (1) of the Internal Revenue Code of 1986, as amended; and (b) as an entity whose obligations bear interest excludable from gross income under Section 103 of the Internal Revenue Code of 1986, as amended, and whose exercise of the powers conferred upon it herein shall be deemed to constitute the performance of an essential public function.

4. **Officers/Meetings.** The Board shall, at an annual meeting to be held in January of each year, elect a President, Vice president, Secretary/Clerk and a Treasurer and such other officers as it may desire consistent with the Bylaws of the Corporation. The Board shall, at any regular or special meeting, adopt Bylaws and rules for the conduct of its meetings and the other affairs of the Board and the Corporation.

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5. **Powers of the Board.** The Corporation, through its Board, may exercise, on behalf of the Participating Municipalities, those powers as are hereinafter set forth which are necessary or convenient to the accomplishment of the purposes stated herein and which are permitted by law to be exercised by the Participating Municipalities, individually or jointly. Such delegated powers shall include without limitation, as follows:

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A. To purchase, lease as lessee, rent, hold, own, maintain, operate, lease as lessor, or convey any and all real and personal property or any easement or interest therein all as may be necessary or convenient for its purposes. Ownership of any right, title or interest therein may be held by the Corporation or jointly by the Participating Municipalities.

B. To plan, construct, equip, operate, and maintain, either directly or by contract with another party, any solid waste facility or project deemed desirable or necessary.

C. To contract with any person, firm, corporation, partnership, or other entity, private, public, governmental, or otherwise, for services, management, work, material, or property, and to adopt or alter rules, regulations or procedures for procurement thereof.

D. To adopt or alter rules for the management of solid waste.

E. To employ or arrange for the employment of such persons as are required for the purposes stated herein, and to fix compensation and determine benefits for any of the Corporation's employees.

F. To receive and accept from, or contract with, the federal, state, county, and municipal governments, and other public or private agencies, for donations, loans, grants, gifts, or other assistance for solid waste management and in such contract agree to be bound by all applicable provisions of federal, state and municipal statutes and regulations.

G. To borrow such sums of money on such terms and conditions as it shall deem desirable or necessary from time to time from any federal, state, municipal or other governmental entity, including but not limited to, any public or quasi-public authority, agency, or instrumentality thereof or from any public or private lending or financial institution, to secure such borrowing by any pledge, mortgage, lien or other encumbrance of any revenues or real or personal property of the Corporation which it shall deem desirable or necessary to provide in connection therewith.

H. To allocate all liabilities of the Corporation and all costs of operation of the solid waste management program (to the extent that such liabilities and costs are

not funded by revenues of the Corporation) to the Participating Municipalities, to be raised by appropriation, by charging each of the Participating Municipalities a uniform per ton cost which shall be established each year by the Board as to the extent possible, to assure sufficient income to meet the cost of solid waste management for the ensuing year. Such annual operating expenses shall also include unfunded capital outlay, if any, insurance, taxes, rentals, and necessary reserves for contingencies as determined by the Board, but not to exceed in any year five percent (5%) of the total operating budget. Said uniform per ton cost shall be computed based upon a three (3) year rolling average of tonnage delivered to landfill by each respective Participating Municipality. In establishing the uniform per ton cost, the Board, in its discretion, may also consider future population projections (and subsequent waste generation rates) for each of the Participating Municipalities, and other revenues of the Corporation, including revenues from other parties contracting with the Corporation.

I. To make expenditures for and contract with respect to capital items from funds provided pursuant to Section 8.

J. To contract with persons, corporations, districts, municipalities or other legal entities (both inside and outside the boundaries of the Participating Municipalities), parties hereto, and with the State of Maine, ~~the~~ United States Government, and any agency of either, to provide for management of solid waste at rates, fees, or assessments established by the Board. Such rates, fees or assessments established by the Board may or may not differentiate between classes of users based upon the ultimate responsibility of such user for the risks and liabilities of the Corporation.

K. To receive, loan and disburse funds for any purpose contemplated by this Agreement.

L. To establish rules and licensing requirements for haulers of solid waste to the facility or facilities maintained by the Corporation.

M. To issue notes, bonds, debentures or other debt obligations which it deems necessary or desirable to carry out the purposes of this Agreement including, without limitation, obligations which bear interest excludable from gross income under Section 103 of the Internal Revenue Code of 1986, as amended, including obligations which bear such tax-exempt interest and which are authorized to be issued under the provisions of Title 10, Chapter 110, Subchapter IV of the Maine Revised Statutes, it being the intent of the Participating Municipalities to empower the Corporation to issue such obligations authorized by 10 M.R.S.A., Chapter 110, Subchapter IV, by virtue of the power given to the Corporation hereby pursuant to 30-A M.R.S.A., Chapter 115, as amended and 38 M.R.S.A. §(5), as amended.

In addition, the Board shall have all necessary and incidental powers granted to directors of non-capital stock corporations under Title 13, M.R.S.A. Chapter 81, subject to such limitations as are required by law or this Agreement.

6. **Finances/Solid Waste Budgets.** Costs of acquisition, improvements and operations and items incidental thereto, including debt service, shall be paid for by fees or assessments collected from parties with whom the Corporation contracts (including municipalities which are not Participating Municipalities), grants, donations, other revenue and appropriations. The Board of Directors of the Corporations shall allocate such costs among the participating Municipalities consistent with Section 5(H) of this Agreement and in accordance with the budget process set forth below. The methodology for allocating costs among Participating Municipalities may be reviewed and amended by the Board of Directors to conform with future populations and/or actual solid waste generation and costs. The manner in which appropriations are financed by the Participating Municipalities and Non-Participating Municipalities shall be at the sole discretion of the municipalities.

The Corporation, through its Board, and on behalf of the Participating Municipalities, shall:

A. On or before December 31 of each year, prepare and submit to the municipal officers of the Participating Municipalities an itemized estimate of the expenditures and anticipated revenues for the following fiscal year, which shall be from January 1 through December 31 of each year. Such estimates shall include the following:

- (1) **Anticipated revenues.** An itemized estimate of anticipated revenues during the ensuing fiscal year from each source;
- (2) **Estimate of expenditures.** An itemized estimated of expenditures for each classification for such ensuing fiscal year.
- (3) **Actual receipts.** After the first year of operation, an itemized statement of all actual receipts from all sources to and including ten months of the previous fiscal year, with estimated receipts from such sources shown for the balance of such year.
- (4) **Actual expenditures.** After the first year of operation, an itemized statement of all expenditures to and including ten months of the previous fiscal year, with estimated expenditures shown for the balance of such year.
- (5) **Estimated charges.** The estimated per ton cost to be charged to each of

the Participating Municipalities for the ensuing fiscal year and uniform unit cost per ton or other charges to be charged to other parties with whom the Corporation contracts.

On or before December 31 of each year, the Board shall by **three fourths (3/4) vote**, adopt a final budget for the ensuing Fiscal Year which shall be itemized in the same manner as the estimated of expenditures and revenues. The budget shall include the amount of any deficit or anticipated deficit for the current year's operation. Such budget shall be submitted forthwith to the municipal officers of the Participating Municipalities and shall include an allocation of the annual costs of operation. Each Participating Municipality shall pay not later than the 15th day of the following month an amount of money which shall equal 1/12th of the annual costs of operation of the Corporation as allocated to each such Participating Municipality in said budget.

B. The Board may from time to time impose such charges as it deems appropriate, by the way of surcharge or otherwise, to fund reserve accounts for catastrophic loss arising from the solid waste program or for ordinary management for the Corporation's solid waste disposal facilities. Such charges may or may not differentiate between classes of users based upon the ultimate responsibility of such users for such risks and liabilities in the future.

C. In the event the Board determines that a hazardous condition exists at any facility of the Corporation, the Board shall promptly take such action as may be necessary to correct the hazardous condition.

7. **Deficits/Assessments against Participating Municipalities.** In the event that any expenditure is required to be made, financed or refinanced, the cost of which in the opinion of the Board will exceed annual revenues, the Board shall, after a vote of **three-fourths (3/4ths)** of its directors that the cost should be incurred, determine whether to authorize the Corporation to fund the expenditure out of reserve or request the Participating Municipalities or other parties with whom the Corporation contracts to provide the funds for the expenditure. If the Participating Municipalities are requested to provide the funds, the Board shall notify the Participating Municipalities of the necessity to fund the expenditure. In the event repayment or security sources provided by the Corporation alone prove insufficient to pay when due principle or redemption premium of or interest on any borrowing by the Corporation, the Board shall, after a vote of three-fourths (3/4ths) of its directors that such deficiency in debt service should be made up by the payments from the Participating Municipalities, notify the Participating Municipalities of the necessity to fund such debt service deficiency. In its notice to the Participating Municipalities, the Board shall describe the project for which the expenditure or debt service deficiency payment is required, the estimated cost thereof, the term over which the cost shall be funded or the term of any debt service on which payment is sought hereunder, the proportionate share of the estimated cost or debt service deficiency to be contributed by each Participating Municipality requested to provide such funds, and the date or dates upon which such funds are to be made available to the

Corporation. Such funds may be provided by each Participating Municipality in such manner as it shall determine, from available revenue funds, by taxation, by borrowing, or otherwise. Each Participating Municipality shall promptly take such action as necessary to provide such funds and shall notify the Board as soon as such funds are available. The notice to the Board by each Participating Municipality shall be accompanied by an opinion of counsel stating that the funds have been fully authorized and may properly be paid to the Corporation or, if the funds are to be raised by borrowing, the Board's notice shall be accompanied by preliminary opinion of recognized Bond Counsel indicating that an unqualified opinion approving of the legality of bonds or notes to be issued for said purpose can be reasonably be expected at time such bonds or notes are issued and that the net proceeds may be properly paid to the Corporation.

The funds so provided by the requested Participating Municipalities shall be used by the Corporation only for the purposes for which the request was made. Any surplus funds not so used shall be returned to the Participating Municipalities in the proportion in which such municipalities originally contributed such funds. The proportionate share of the expenditure to be contributed by each Participating Municipality so requested shall be determined by the Board on the basis of either (1) the percentage of solid waste processed by the Corporation from each aid Participating Municipality according to the Corporation's records, or (2) the ratio of population of each Participating Municipality to the population of all the Participating Municipalities.

8. **Insurance/Reserves.** The Corporation shall insure against claims and expenses arising out of its ownership, maintenance or operation of solid waste disposal facilities under its solid waste program, provided such insurance coverage may be obtained at a reasonable cost. Such insurance shall name each Participating Municipality as an additional insured as its interest may appear. In addition the Corporation shall establish and fund a reserve account for catastrophic loss and for after-care of solid waste disposal facilities, or for any other purpose which represents a contingent obligation on the part of the Corporation or any of the Participating Municipalities to either perform or pay damages in the future. Such reserves shall be left to accumulate with interest and shall not be used for any other purpose than the purpose for which they are established. The reserves shall be established and accumulated to an amount not less than \$300,000 and remain available for at least 30 years after any solid waste facility is finally closed.

Provided further, however, that if any liability exists for claims and expenses arising from or caused by the ownership, operation or maintenance of any solid waste disposal facility under the Corporation and said claims or expenses are not covered by insurance or other funded reserve, or if any notice of a deficiency in debt service on any obligation of the Corporation is sent to the Participating Municipalities as provided for in Section 7 hereof, then each of the Participating Municipalities agree that it shall contribute promptly on notification by the Corporation its proportionate share toward the payment of any claims, costs, damages, debt service deficiency and any reasonable legal defense costs associated therewith, and that the proportionate

share to be contributed by each Participating Municipality shall be determined and allocated on the basis of either (1) the percentage of solid waste processed by the Corporation from said Participating Municipality according to the Corporation records, or (2) the ratio of population of each Participating Municipality to the population of all the Participating Municipalities.

9. **Withdrawal.** A Participating Municipality may withdraw from this Agreement at the end of a fiscal year provided that it has given the Board at least one (1) year's written notice of its intention to do so. Such Participating Municipality shall be permitted to withdraw only if it pays its proportionate share of the current obligations and indebtedness of the Corporation prior to withdrawal and agrees by appropriate written document to pay its proportionate share of any obligations of the Corporation, including without limitation, any long-term indebtedness of the Corporation as such indebtedness becomes due and payable; and shall convey to the other Participating Municipalities sufficient right, title or interest in property owned by the Corporation or held jointly by two or more Participating Municipalities and used by the Corporation, to insure unfettered use for the purposes stated herein by the remaining participants; provided, however, during a period of notice, such withdrawing municipality shall not become liable for any capital expenditures or borrowings which may be made by the Corporation; and further provided, the withdrawal of any Participating Municipality from the Agreement pursuant to this section shall not relieve the withdrawing municipality from liabilities incurred by the Corporation during its membership unless liability arises from the actions of or is caused by the Corporation after the effective date such withdrawal.
10. **Additional Parties.** Additional parties, not original signatories hereof, may become parties to this Agreement if three-fourths (3/4ths) vote of the Board of Directors to admit such additional party, and the legislative body of the additional party accepts the terms of this Agreement and upon agreement to such terms, conditions or other considerations as the Board of Directors may require; and upon approval of the legislative bodies of all Participating Municipalities. An additional party will be considered a Participating Municipality upon the signing of the Agreement or an addendum thereto providing for admission of such other parties to the Agreement, and upon agreement to such terms, conditions or other considerations (including issues of credit worthiness) the Board may require. Any additional party must agree in writing to assume any existing debt obligations of the Corporation on a proportionate basis as if an original Participating Municipality.
11. **Ownership of Facility.** The right, title and interest of the Corporation in solid waste disposal sites when exhausted of their capacity and of no further use in the accomplishment of the purposes set forth herein shall be conveyed at no charge to that Participating Municipality within whose boundaries said site is located unless such Participating Municipality does not desire same, provided, however, that all Participating Municipalities shall remain liable for any environmental obligations arising out of the operation of the facility or facilities of the Corporation in accordance with the formula then in effect.

12. **Termination of Agreement.** At such time as the corporation shall have discharged all of its obligations (including without limitation, all debt service obligations and post-closure maintenance obligations), and paid or provided for the payment thereof, including, but not limited to, payment of the principle, premium, if any, and interest and other charges on any bonds of the Corporation, the Board may, by a three-fourths (3/4ths) vote of the Board of Directors, terminate this Agreement and dispose of all Corporation property, real and personal, in such manner as said Board shall authorize and direct. All money, if any, remaining in the hands of the Treasurer, shall be paid to the Participating Municipalities in accordance with the formula then in effect for the cost sharing of capital contributions.
13. **Assignment.** Anything to the contrary notwithstanding, the Participating Municipalities agree that the Corporation may pledge and assign its rights under this Agreement to any trustee for the holders of any bonds, notes or other evidences of indebtedness (the "Bonds") of the Corporation or other lender and/or to any provider of credit enhancement or liquidity enhancement for the Bonds, including but not limited to any bond insurance company and/or any provider of a letter of credit with respect to Bonds of the Corporation (collectively the "Assignee"). In the event of any such assignment, the following provisions shall apply:
- A. There shall be no cancellation, surrender, termination, amendment or modification of this Agreement by joint action of the Participating Municipalities and/or the Corporation without the prior written consent of the Assignee.
 - B. No waiver by the Corporation of any of the obligations of any Participating Municipality hereunder and no consent or termination of this Agreement by the Corporation or by any Participating Municipality shall be effective against the Assignee without prior written consent of the Assignee.
14. **Full Faith and Credit Pledge of Participating Municipalities.** Notwithstanding the provisions of paragraph 7 hereof, each Participating Municipality hereby pledges its full faith and credit for the payment of all rates, fees, assessments and other payments required of it under this Agreement, including without limitation; (1) costs associated with financing, developing, constructing, repairing, maintaining and operating all or any one or more of the waste facilities owned or operated by the Corporation, including but not limited to, the payment of debt service and the maintenance of reasonable reserves or sinking funds in connection with the financing or operation of any such waste facilities; (2) any other costs incurred by the Corporation in connection with the handling of solid waste, whether performed at any waste facility owned by the Corporation or at another such facility differently owned and operated; and (3) any deficiencies arising by virtue of the failure of any other municipality so agreeing to pay the costs set forth in subparagraphs (1) and (2) above. Each Participating Municipality agrees to levy upon

and raise from taxable estates within the respective boundaries of each municipality by general tax as the amounts required to make such payments or to raise such amounts by means of a fee, user charge or other cost sharing or assessment mechanism duly adopted and authorized the by the Municipality or to borrow such amounts by issuance of general obligation bonds or notes.

If a Participating Municipality defaults in its payment of fees or charges as required hereunder, the remaining Participating Municipalities shall pay any such deficit or anticipated, until such default is cured. If, when and to the extent the defaulting Participating Municipality cures its default, the remaining Participating Municipalities shall be reimbursed in proportion to amounts paid by them on account of the default of the defaulting party.

15. **Modifications/Amendments.** This Agreement may be further modified or amended by unanimous agreement of all Participating Municipalities and any Assignee (if the Assignee's consent is required under applicable documents), evidenced by a duly executed instrument in writing, approved by the Maine Department of Environmental Protection (or its Commissioner), or its successor agency, filed with the Clerk of each Participating Municipality and the Maine Secretary of State. Amendments shall not take effect with respect to the parties signatory unless there has been approval by the legislative bodies of all parties hereto authorizing each of their respective municipal officers to enter into this Agreement, and a majority of the municipal officers thereof have affixed their signatures thereon. ~~Notwithstanding the foregoing, the addition of new Participating Municipalities as parties of this Agreement shall require only the approval of the Board in accordance with the provisions of Section 10 above and the legislative body of the new Participating Municipality, and shall not require the approval of the Attorney General, the Maine Department of Environmental Protection or any Participating Municipality.~~
16. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Maine.
17. **Headings.** The headings and other captions in this Agreement are for the convenience of reference only and shall not be used in interpreting, construing or enforcing any of the provisions of this Agreement.
18. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.
19. **Partial Invalidity.** If any provision or clause of this Agreement is held invalid, such invalidity shall not be deemed to affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end, the provisions and clauses

of this Agreement are severable.

[NO FURTHER TEXT THIS PAGE]

DRAFT

IN WITNESS WHEREOF, THE SAID Participating Municipalities have caused this Agreement to be executed on their behalf by a majority of the municipal officers of each of the Participating Municipalities, and to be dated and effective as of _____, 2017

~~Inhabitants of the~~ Town of
Fort Fairfield

By _____

Witness

City of Caribou

By _____

Witness

Inhabitants of the Town of
Limestone

By _____

Witness

City of Presque Isle

By _____

F:\RDS\Agreements\Tri Community Landfill\Tri Community Interlocal Ver 2.wpd

Resolution 2017-3

A Resolution of the Caribou City Council Approving the Discontinuance of Park Street Between Bennett Drive and Glenn Street

WHEREAS, Maine revised statutes, §3026-A. Discontinuance of Town Ways, provides that cities may discontinue public ways after proper notice and procedures, and

WHEREAS, In accordance with Maine statute, the City issued an Order of Discontinuance on August 28, 2017 and, conducted a public hearing during their October 10, 2017 regular Council meeting on the same Order of Discontinuance. No negative public comments were received.

WHEREAS the City of Caribou (City), RSU 39, and Assisted Living of Caribou, LLC have entered into an agreement to transfer real estate, which was accompanied by a Scheduling Agreement for Real Estate Transfers (Agreement) dated May 30, 2017; and included certain obligations to discontinue Park Street as shown in the attached exhibit.

NOW THEREFORE BE IT RESOLVED

1. The City Council approves the order of discontinuance of Park Street between Bennett Drive and Glenn Street. Any damage awards specified in the order of discontinuance are hereby acknowledged and are to be disbursed accordingly to the appropriate parties.
2. Such discontinuance shall occur with mobilization of construction equipment on the property associated with the new RSU 39 elementary school.
3. The City Manager is hereby authorized and directed to sign any agreements or other documentation necessary to comply with this resolution.

This resolution was duly passed and approved by a majority of the City Council of the City of Caribou this 13th day of November 2017.

Gary Aiken, Mayor

David Martin, Councilor

Timothy Guerrette, Councilor

Nicole Cote, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

Joan Theriault, Councilor

Attest:

Jayne R. Farrin, City Clerk

ORDER OF DISCONTINUANCE

Pertaining to

Park Street (Between Bennett Drive and Glenn Street)

The City of Caribou hereby issues this order of discontinuance, in accordance with State of Maine statutes, Title 23, Part 3, Chapter 304, §3026-A, for that portion of Park Street between Bennett Drive and Glenn Street, as provided below. This order does not make the discontinuance effective. The City Council must first conduct a properly noticed public hearing, vote to approve the discontinuance, and record a Certificate of Discontinuance in the registry of deeds before the discontinuance will take effect.

Adjacent property owners possibly affected by the discontinuance include the following:

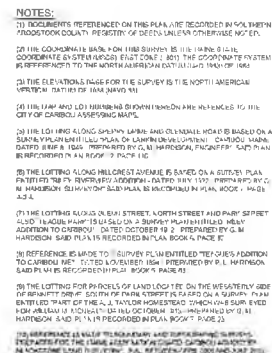
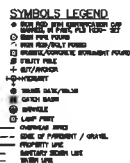
Owner	Owner Address	Owner Parcel (Tax Map & Lot ID)	Adjacency
City of Caribou	25 High Street, Caribou, ME 04736	034-084	Entire north side of Park Street being discontinued
Regional School Unit No. 39	21 Glenn Street Caribou, ME 04736	034-085	Approximately the western 409 feet of the south side of Park Street to be discontinued.
Regional School Unit No. 39	21 Glenn Street Caribou, ME 04736	034-100	Approximately the eastern 91.5 feet of the south side of Park Street to be discontinued.

Damages to Adjacent Property Owners: None. The discontinuance is a pre-negotiated term between the City of Caribou and RSU 39 which enables better design and constructability of the new Caribou Elementary School.

Public Easements will NOT be retained. However, should any public utilities be located within the discontinued area, the above referenced State of Maine statute indicates, "An easement for public utility facilities necessary to provide or maintain service remains in a discontinued town way regardless of whether a public easement is retained." Any relocation or disturbance of existing utilities in the discontinued area would be subject to communication with and approval by the affected utility companies.

Map and Description of Area:

(Provided on next page)



THIS PLAN WAS PREPARED FROM INFORMATION OBTAINED
BY A SURVEYOR (PERSONNEL) SUFFICIENTLY TO MEET
THE REQUIREMENTS OF THE RULES OF THE BOARD OF
SURVEYING IN CHAPTER 18, PART 2, OF THE RULES OF
THE BOARD OF SURVEYING FOR PROFESSIONAL LAND SURVEYORS,
EFFECTIVE APRIL 1, 1989.

Stanley J. Plager, Jr.
STANLEY J. PLAGER, JR.
PROFESSIONAL LAND SURVEYOR NO. 15090

(ANY OTHER COPY WILL HAVE IMPROPER SEAL)



BOUNDARY SURVEY
RSU #39 & THE CITY OF CARIBOU
 BENNETT DRIVE, GLENN STREET
 NORTH STREET & PARK AVENUE
 CARIBOU, MAINE

**CARIBOU FIRE/EMS
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Mayor Gary Aiken and City Council Members
FROM: Dennis Marker, City Manager
RE: T-Hangar Hanger Project Change Order
DATE: November 10, 2017

Council Action needed: None. We are waiting for an agreement from Stantec that outlines their obligation to cover the changes proposed.

The attached change order has been prepared by Stantec Engineers to resolve the design issue with the T-hangar project. The recommended changes include

- Adding \$191,980 to the contract price
- Adding 21 days to the contract time frame.

Concerns moving forward:

- The contractor will not likely be on the job site until after Thanksgiving.
- Hangar materials will be on the ground and impacted by moisture more than if the building was erected on schedule.
- The paving around the hangar will have to wait until spring.
- The building will not be occupiable for 5 months after the anticipated date, which reduces the potential revenues to the city (approximately \$4,500).

Staff Recommendation

In order to limit the potential negative effects, the City should act swiftly to get the hangar constructed as soon as possible. Seth Lovely, representing Stantec Engineers, has indicated they will have the agreements ready for city review prior to Thanksgiving. A special meeting may be appropriate on November 20th to get this resolved and keep things moving.

CHANGE ORDER

NO. 2 (Two)

DATED: November 9, 2017

OWNER'S PROJECT NO. AIP No. 3-23-0012-19-2017 ENGINEER'S PROJECT NO. 195210969

PROJECT: Construct 6 Bay T-Hangar

OWNER: Caribou Municipal Airport, 12 Airport Drive, Caribou, Maine 04736
CONTRACTOR: Buck Construction, Inc.
CONTRACTOR FOR CONSTRUCTION OF: 6 Bay T-Hangar

CONTRACT DATE: May 22, 2017 CONSTRUCTION STARTING DATE: September 5, 2017

TO: Buck Construction, Inc. CONTRACTOR

YOU ARE HEREBY DIRECTED TO ACCOMPLISH CHANGES IN THE CONTRACT AS DESCRIBED BELOW.

OWNER: CARIBOU MUNICIPAL AIRPORT

BY: DATE:

DESCRIPTION OF CHANGE: See Attached

JUSTIFICATION FOR CHANGE: See Attached

ENCLOSURES/ATTACHMENTS WHICH ARE INCLUDED AS PART OF THIS CHANGE ORDER:
Change Order No. 2: Description, Justification and Cost Analysis and Acceptance
Total Construction Cost Estimate
Cost Proposal

THE CHANGES RESULT IN THE FOLLOWING ADJUSTMENTS OF CONTRACT PRICE AND CONTRACT TIME:		
CONTRACT PRICE PRIOR TO THIS CHANGE ORDER	\$575,049.00	
NET INCREASE FOR CHANGE ORDER	\$191,980.00	
CURRENT CONTRACT PRICE INCLUDING THIS CHANGE ORDER	\$767,029.00	
CONTRACT TIME PRIOR TO THIS CHANGE ORDER	120	CALENDAR DAYS
NET INCREASE FOR CHANGE ORDER	21	CALENDAR DAYS
CURRENT CONTRACT TIME INCLUDING THIS CHANGE ORDER	141	CALENDAR DAYS
CURRENT DATE FOR COMPLETION OF ALL WORK WILL BE		

THIS DOCUMENT WILL BECOME A SUPPLEMENT TO THE CONTRACT AND ALL TERMS AND PROVISIONS WILL APPLY HERETO.
THE ABOVE CHANGES ARE APPROVED:

STANTEC CONSULTING SERVICES INC.

BY:

DATE:

THE ABOVE CHANGES ARE ACCEPTED:

BUCK CONSTRUCTION, INC.

BY:

DATE:

CHANGE ORDER NO. 2
Construct 6 Bay T-Hangar
Caribou Municipal Airport
Caribou, Maine

AIP Project No. 3-23-0012-19-2017

Part 1 – Description of Changes:

This change order includes the construction costs required to raise the finish floor elevation of the proposed 6 Bay T-Hangar by 18 inches so that the adjacent apron areas can be regraded to meet the minimum gradient required by FAA standards. The costs include the lump sum cost to form and place 18 inch stub walls and piers on top of the existing concrete structure, to place and compact 12 inches of structural fill on the interior of the foundation and then to place a new 6 inch slab including all rebar, bondouts, and imbeds as required. There will also be costs associated with the increase of item quantities including unclassified excavation, pavement removal, subbase course, base course, hot mix asphalt pavement, and bituminous tack coat as additional quantities will be required to regrade the apron areas as well as the turf safety areas. These quantity estimates include the removal of 100 feet of the existing taxilane east of the hangar required to accommodate grades meeting FAA standards.

Part 2 – Justification for Changes:

Upon placing concrete for the haunched slab foundation for the proposed hangar it was noted that the slab appeared to be too low (or, alternatively, the surrounding apron to the west appeared too high.) After further review it was found that at the current elevation the surrounding apron and taxilane areas could not be graded to meet the maximum gradient of 2% as required by FAA standards. After analysis of several alternatives, it was found that raising the existing foundation 18 inches was the most suitable solution to enable the regrading of the surrounding pavement to meet grading criteria. This also requires the removal of pavement, regrading, and repaving of the northern most 100 feet of the existing east taxilane.

Part 3 – Engineer's Cost Analysis and Acceptance:

As presently constructed, the hangar foundation has been placed, sawcut, and sealed. Approximately one fourth of the building steel has been erected. All design pavement removal, unclassified excavation, and subbase gravel work has been completed. No base gravels or pavement have been placed. No topsoil, seeding, or mulching has been completed.

The proposed technical fix requires the placement of 18 inch stub walls and piers, the placement of structural fill, and the placement of a 6 inch slab as well as the removal and regrading of 100 feet of existing taxilane.

The attached quantity estimates for the technical fix include the quantity of subbase course required to regrade the apron areas to match the new finish floor elevation, the quantity of unclassified excavation required to build up the turf areas surrounding the apron and taxilanes, as well as the quantity of pavement removal, unclassified excavation, subbase course, base course, pavement, and tack coat required to regrade the 100 feet of east taxilane. No cost analysis was necessary for these quantities as the unit prices from the original contract have been maintained.

The lump sum cost associated with the foundation work to increase the finish floor elevation 18 inches from 619.25 feet to 620.75 feet includes all labor, materials, and equipment required to install forms, rebar, bondouts, imbeds, etc as required to construct 18 inch stub walls and piers. This lump sum cost also includes all labor, equipment, and materials required to place and compact 12 inches of structural fill and to place all rebar, imbeds, and concrete for a new 6 inch slab. The cost and breakdown of this item is attached. This also includes all labor, materials, and equipment required to modify anchor bolts per the structural engineer's recommendations and to furnish and place imbeds for the hangar doors.

Change Order No. 2
Construct 6 Bay T-Hangar Caribou Municipal Airport
Page 2 of 2

The lump sum cost associated with breaking down the erected building steel, inventorying, and re-erecting includes all labor, materials, and equipment and can also be found attached.

After review, the Engineer finds the lump sum costs to be fair and reasonable for the work being changed as described herein. Therefore, the Engineer finds the Contractor's proposal acceptable and approval of this change order is recommended. The total costs associated with this change order will not be eligible for reimbursement through the AIP grant for this project.

Engineer's Final Opinion of Probable Construction Cost

Construct 6 Bay T-Hangar - Redesign - 18" Raise Caribou Municipal Airport, Caribou, Maine

As of: November 8, 2017

ITEM NO.	DESCRIPTION OF ITEM:	UNIT	UNIT PRICE	QUANT	AMOUNT
M-659-2.1	Mobilization	LS	\$11,650.00	0	\$0
P-152-5.1	Unclassified Excavation	CY	\$5.00	450	\$2,250
P-152-5.2	Pavement Removal	SY	\$2.00	310	\$620
P-156-5.1	Erosion and Siltation Control	LF	\$3.00	0	\$0
M-304-5.1	Aggregate Subbase Course, Gravel	CY	\$18.00	955	\$17,190
M-304-5.2	Aggregate Base Course, Crushed	CY	\$30.00	52	\$1,560
M-401-5.1	Hot Mix Asphalt Pavement	TON	\$110.00	59	\$6,490
P-603-5.1	Bituminous Tack Coat	GAL	\$10.00	20	\$200
P-605-5.1	Pavement Saw-Cutting and Sealant	LF	\$10.00	0	\$0
T-901-5.1	Seeding	MSF	\$30.00	0	\$0
T-905-5.1	Topsoil, On-site	CY	\$10.00	0	\$0
T-908-5.1	Mulching	MSF	\$20.00	0	\$0
S-100-3.1	Tear down and re-erect steel already in place	LS	\$13,480.00	1	\$13,480
S-100-3.2	18 inch stub walls and piers, structural backfill, 6 inch slab	LS	\$146,270.00	1	\$146,270
E-100-3.1	6 Unit Nested T-Hangar Electrical Service, Distribution and Equipment	LS	\$0.00	1	\$0



Redesign Construction Costs: \$191,980.00

Buck Construction Inc.

645 Mapleton Road
Mapleton, Maine 04757

Telephone 207 764 - 1857
Fax 207 764 - 8590

Stantec
25 Sweden Street, Suite 82
Caribou, Maine 04736
Attn: Seth Lovely

19 Oct 2017

T-Hangar Options to raise slab elevation 18"

Option #1:

Form and pour 18" high 8" curb wall with (14ea) exterior piers 12" wide x 16" long and (14ea) 16" x 16" interior piers.
Drill, grout, and pin #5 rebar (4ea) pieces in all piers with #3 rebar wraps and hair pins at slab height.
Drill and pin #5 rebar 12" O.C. with (2ea) rows horizontally.
Place new anchor bolts in piers.
Place panel notch on edge of wall with wall to be dropped 8" at (6ea) 45'-0" door openings.
Place new crushed aggregate gravel 12" deep on existing slab inside of new walls to underside of new slab elevation. Gravel to be compacted in 6" lifts.
Pour and finish 6" slab with 6 mil poly vapor barrier and #4 rebar matt at 16" O.C. both ways. Tie to hair pin at piers.
Form (6ea) 45' doorways with same notch as walls. To be poured 3' inward with reinforcing.
Place (6ea) steel plate door latch slots at mid span of doors.
The 3' slab to be poured between doors on the 160'-0" side walls.
Place (6ea) steel plate winch hooks.
Slab to be sealed and saw cut. (700LF +/-)

Base Bid for Option #1

\$146,270.00

Option #2:

Place 2' wide locking forms around perimeter of existing slab. Forms to be back braced with concrete jersey barriers 3'-0" away from wall around perimeter.
Pour 18" thick concrete slab with 6mil poly vapor barrier on existing slab.
Place #4 rebar matt 16" O.C. both ways elevated to 3"-4" from top of slab with concrete blocks 5'-0" O.C. both ways.
Place matt of #5 rebar at (28ea) anchor bolt locations.
Set (28) sets of anchor bolts at column locations.
Place panel notch on perimeter of slab.
Place imbeds for (6) winch hooks and (6) mid door latch plates.
Slab to be sealed and saw cut (700LF +/-)
Jersey barriers to be slightly backfilled against with earth or recessed 6" +/- to serve as ballast to support load from 18" of concrete slab against forms.

Base Bid for Option #2

\$168,860.00

Buck Construction Inc.

645 Mapleton Road
Mapleton, Maine 04757

Telephone 207 764 - 1857
Fax 207 764 - 8590

Both options will require steel which is presently in place to be disassembled, stockpiled, and prepared for re-erection after concrete work is completed.

Base Bid for this Scope: **\$13,480.00**

Option #1 is the best choice for (2) reasons:

1. It costs considerably less money.
2. It allows Buck Construction to continue work by performing all work related to forming and pouring curbs and backfilling the interior to within 6" of finished slab at which point the entire building could be erected and electrified before year end of 2017.

It will be too late in the season to pour slab which could be poured by the end of April 2018 when frost is gone.

By pouring the 3'-0" slab on the 160'-0" wall allows for the exterior site work to be backfilled and possibly the binder to be completed. (This would allow access to the building by tenants with a rap at the tire locations possibly.)

Option #2 would not be able to be performed at this time due to the inclement weather projected ahead. There is a strong chance of freezing, snow, etc. and Buck Construction prefers not to be responsible for an inadequate concrete project. Work could commence in April 2018 and would not be complete to same point as option 1 until the end of June 2018.

Option #2 also requires the building to set on the ground through the winter months which is not a strong recommendation and Buck Construction prefers not to be responsible for any winter damage.

In the event it is determined the elevation change is 12" vs, 18" the scopes of work for option 1 & 2 are the same with Option #1 being the preferred and recommended method due to the time of year we are at.

Base Bid for Option #1 to raise slab grade 12" **\$127,220.00**

Base Bid for Option #2 to raise slab grade 12" **\$140,040.00**

Note: Not only from a cost savings standpoint Option 1 for a 12" or 18" elevation change is the best option but should be started as soon as possible. Please review these options and prices as soon as possible and let us know so we can schedule our work accordingly. Buck is available to start concrete work 10/24/17 as well as removing the existing steel on 10/24/17.

Buck Construction Inc.

645 Mapleton Road
Mapleton, Maine 04757

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If award of this is not immediate Buck will be starting another project with its steel and concrete work forces which would delay the restart approximately 3 weeks which would require the possibility of constructing temporary shelters to enclose and provide heat which has not been budgeted for in the above mentioned proposal costs.

Sincerely,

Greg Clark

Buck Construction Inc.

645 Mapleton Road
Mapleton, Maine 04757

Telephone 207 764 - 1857
Fax 207 764 - 8590

Stantec, Inc.
25 Sweden Street
Suite 82
Caribou, ME 04736

November 6, 2017

Attn: Seth Lovely

Re: T-Hangar Option to Raise Slab Elevation 18"

Bid Breakdown of Costs for Proposed Bid of: \$146,270.00

Labor, equipment, and material to form and pour curb walls and interior piers with rebar and bolts:

\$ 57,360.00

Labor, equipment, and material to provide winter concrete and poly/blanket covering:

\$ 6,910.00

Labor, equipment, material, and subcontract work to pour and finish slab with rebar, dowels, sealer, saw-cutting, and imbeds:

\$ 61,530.00

Provide 12" of crushed stone within curb walls in (2) lifts compacted and fine graded:

\$ 20,470.00

Total: \$146,270.00

Legend	
	EXISTING PAVEMENT EDGE
	EXISTING FENCE
	EXISTING MAJOR CONTOUR
	AIRPORT PROPERTY LINE
	EXISTING MINOR CONTOUR
	PROPOSED MAJOR CONTOUR
	PROPOSED MINOR CONTOUR
	PROPOSED ELECTRICAL SERVICE
	PROPOSED UNDERDRAIN/ PERIMETER DRAIN
	PROPOSED EROSION CONTROL BARRIER
	PROPOSED CONSTRUCTION LIMITS
	BUILDING LIMIT LINE
	PROPOSED SAW AND SEAL
	EXISTING AIRPORT BUILDING
	PROPOSED T-HANGAR
	PROPOSED HANGAR APRON
	PROPOSED CONTRACTOR STAGING AREA
	PROPOSED FRENCH DRAIN
	PROPOSED CONTRACTOR HAUL ROUTE
	TEST PIT

2	RAISE HANGAR SLAB BY 18 INCHES	DPN	2017.10.26
1	REVISED FOR CONSTRUCTION	EPL	17.08.28
Revision		By	Appd. YY.MM.DD
2	ISSUED FOR BID	EPL	SMM 17.04.06
1	PRELIMINARY BID SET	EPL	SMM 17.03.09
Issued		By	Appd. YY.MM.DD

File Name:	10269PC-102_GraPhn_18inRise.dwg	EPL	SMM	EPL	17.03.09
		Dwn.	Chkd.	Dgn.	YY.MM.DD

Permit-Seal

Client/Project
CARIBOU MUNICIPAL AIRPORT
A.I.P. PROJECT NO. 3-23-0012-19-2017

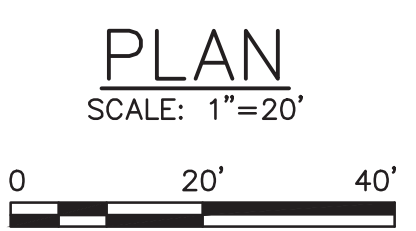
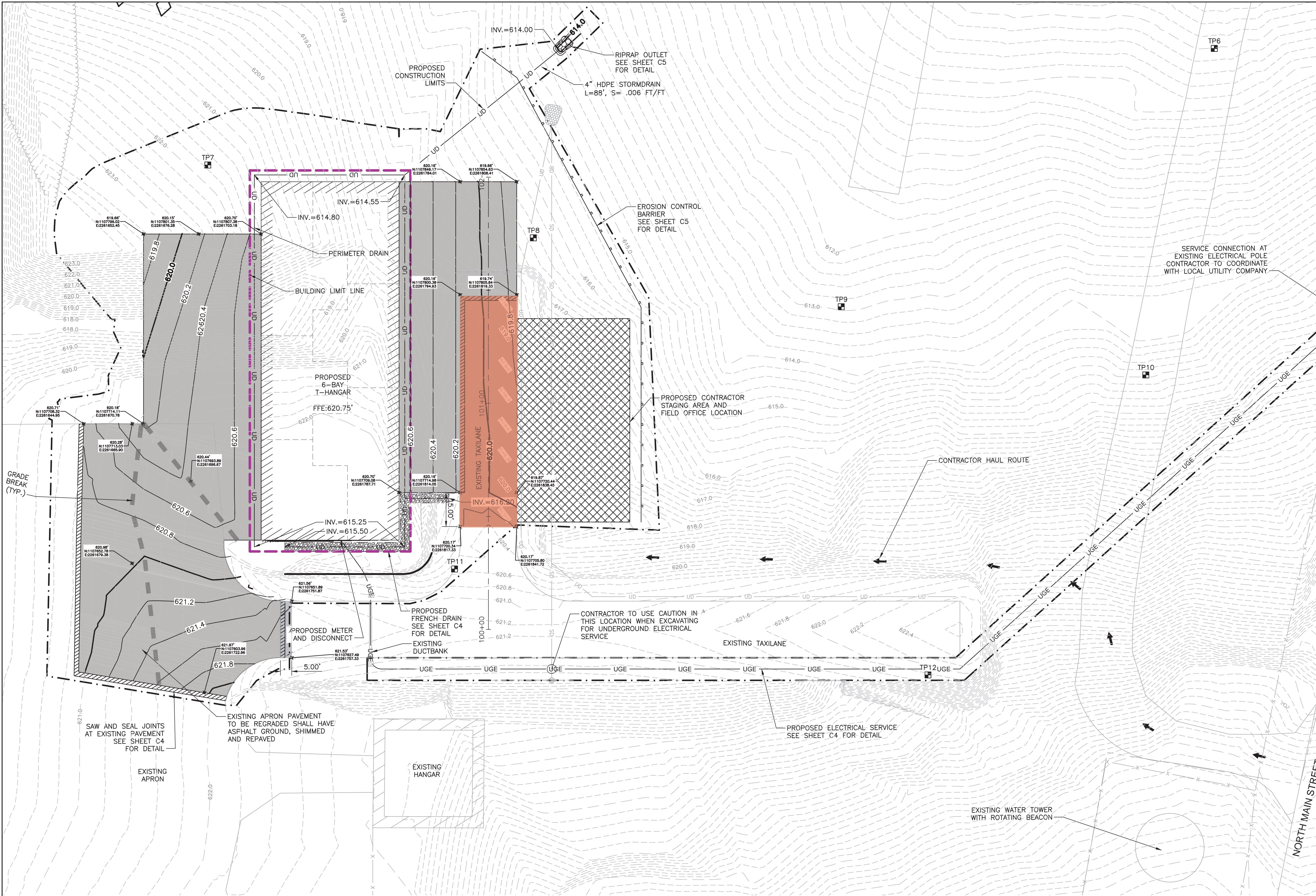
CONSTRUCT 6 BAY T-HANGAR
(APPROX. 150'x60')
CARIBOU, MAINE

Title
GRADING AND DRAINAGE PLAN
RAISE SLAB ELEVATION BY 18 INCHES

Project No.	Scale
195210969	AS NOTED

Drawing No.	Sheet	Revision
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C2 4 of 10 1



DIG SAFE NOTE:
UTILITIES ARE PLOTTED FROM FIELD LOCATION AND ANY RECORD INFORMATION AVAILABLE, AND SHOULD BE CONSIDERED APPROXIMATE. OTHER UTILITIES MAY EXIST WHICH ARE NOT EVIDENT OR FOR WHICH RECORD INFORMATION WAS NOT AVAILABLE. CONTRACTORS MUST CONTACT ALL UTILITY COMPANIES BEFORE EXCAVATING AND DRILLING. ALSO, CALL "DIG SAFE" AT 1(888)344-7233 [1(888)DIG-SAFE] IN MA, ME, NH, RI, AND VT. WEBSITE: WWW.DIGSAFE.COM

**DRAFT
FOR REVIEW ONLY**
NOVEMBER, 2017

Councilor _____ introduced the following ordinance:

Ordinance No. 11, 2017 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 13 ZONING SECTION 13-202 OFFICIAL ZONING MAP

Short Title: An ordinance amending the Caribou Zoning Map.

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section 1: Chapter 13 Section 202 **Official Zoning Map** of the Caribou City Code is amended as follows:

The area recommended for change from Commercial 2 to Residential 3 extends from the Prestile Brook north to and including Map 42, Lot 50C on the east side of Main Street and west from the intersection of South Main and West Presque Isle Road to include Map 7, Lots 4, 4A & 4B, and lots west of the intersection to Map 8, Lot 15 on the West Presque Isle Road.

This ordinance, being introduced on November 13, 2017 and a public hearing being held on November 27, 2017 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2017.

Gary Aiken, Mayor

David Martin, Deputy Mayor

Timothy Guerrette, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

Joan Theriault, Councilor

Nicole Cote, Councilor

Attest:

Jayne R. Farrin, City Clerk



City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone: (207) 493-3324
Fax: (207) 498-3954
www.cariboumaine.org

October 18, 2017

To: Caribou City Council

From: Caribou Planning Board

Councilors,

Pursuant to Caribou Code Section 13-850, Amendments;

The Caribou Planning Board has held both a preliminary and final public hearing to consider recommending an amendment to the Caribou Zoning Map.

This recommendation is to change the zoning of the described area from Commercial 2 to Residential 3 zoning.

The area recommended for change extends from the Prestile Brook north to and including Map 42, Lot 50C on the east side of Main St. and west from the intersection of So. Main and West Presque Isle Rd. to include Map 7, Lots 4, 4A & 4B, and lots west of the intersection to Map 8, Lot 15 on the West Presque Isle Rd.

The Planning Board has determined that this area is more rural/residential (R-3) in nature than the current commercial (**B**-2).

The Caribou Planning Board has voted in favor of this change to the zoning map. The Caribou Planning Board therefore requests and recommends that the Council consider and continue the process to amend the Caribou Code accordingly.

Respectfully Submitted,

Philip McDonough III
Planning Board Secretary



Councilor _____ introduced the following ordinance:

Ordinance No. 12, 2017 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 13 ZONING SECTION 13-202 OFFICIAL ZONING MAP

Short Title: An ordinance amending the Caribou Zoning Map.

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section 1: Chapter 13 Section 202 **Official Zoning Map** of the Caribou City Code is amended as follows:

The area recommended for change from Residential 1 to Residential 2 includes all current lots listed as zoned R-1 on the following streets; Grove Street, Myrtle Street, Caribou Street, Roberts Street and Columbus Avenue. This area begins from the second lot on Roberts Street continuing west to Collins Pond then north along Grove Street and including the lots on the south side of Grove Street to and including Map 31, Lot 257-A.

This ordinance, being introduced on November 13, 2017 and a public hearing being held on November 27, 2017 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2017.

Gary Aiken, Mayor

David Martin, Deputy Mayor

Timothy Guerrette, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

Joan Theriault, Councilor

Nicole Cote, Councilor

Attest:

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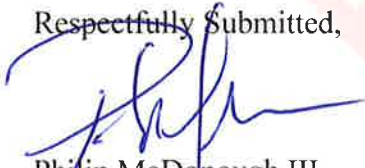
This recommendation is to change the zoning of the described area from Residential 1 to Residential 2 zoning.

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The Planning Board has determined that this area is primarily multi-family residential (R-2) in nature and would be better represented than with the current zoning of (R-1).

The Caribou Planning Board has voted in favor of this change to the zoning map. The Caribou Planning Board therefore requests and recommends that the Council consider and continue the process to amend the Caribou Code accordingly.

Respectfully Submitted,



Philip McDonough III
Planning Board Secretary



CFAD MONTHLY REPORT

October 2017

Total Fire/ Rescue Calls	21
-Alarms for Fires (33)	2
-Alarms for Rescues (66)	1
-Silent Alarms	
-Haz-Mat	1
-Grass Fires	1
-Chimney Fires	
-False Alarms	
-10-55's	4
-Aid to Police	
-Public Service	7
 Total Hours Pumped	5h40m
Gallons of Water Used	32,050
Amt. of Hose used:	850'
Ladders Used (in Feet): 78 (75' Ariel)	_____
Thermal Imaging Camera Used:	1
CO2 Meter Used:	1
Rescue Sled & Snowmobile:	
Rescue Boat:	
Jaws Used:	1

MUTUAL AID TO:

P.I.F.D.	
F.F.F.D.	1
L.F.D.	
W.F.D.	
Stockholm F.D.	
North Lakes FD	
Crown Amb	
Van Buren Amb.	
Life Flight	2

OUT OF CITY FIRES/RESCUES

LOCATION	# OF CALLS	MAN HRS.
Woodland	3	8.5
New Sweden	2 (1 Cancel)	3
Connor	1	1.75

Total Amb Calls	194 inc. Air & Assists
- Ground Amb.:	186
- Air Amb Flights:	2
- Amb Assist Calls or cancel:	6
- ALS Calls	N/A
- BLS Calls	N/A
- No Transport	35
- Long Distance Transfers	26
- Calls Turned Over:	0
Total Out of Town Amb Calls	23
Total Out of Town Fire/Rescue Calls	4
Est. Fire Loss, Caribou	\$71,200
Est. Fire Loss, out of City	\$
Total Est. Fire Loss	\$71,200
Total Maint. Hours	8 mhrs.
Total Training Hours	112.5 mhrs.
Miles Traveled by all Units	11,792
Fire Permits Issued	12

***Color Guard Training**

Total Fire & Amb. Calls 215

MUTUAL AID FROM:

P.I.F.D.	1
F.F.F.D.	1
L.F.D.	1
W.F.D.	
Stockholm F.D.	
North Lakes FD	
Crown Amb	

Scott Susi, Chief
Caribou Fire and Ambulance

BREAKDOWN OF FIRES
For October 2017

Situation Found	# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings inc. Mobile Homes	1		\$70,000
2. Apartments (3 or more)			
3. Hotels & Motels			
4. Dormitories & Boarding Homes			
5. Public Assembly (Church, Restaurant)			
6. Schools			
7. Institutions (Hospitals, Jails, Nursing Homes)			
8. Stores, Offices			
9. Industry, Utility, Defense			
10. Storage	1		\$1,200
11. Vacant Buildings or being Built			
12. Fires outside structure w/value (crops, timber, etc.)			
13. Fires Highway Vehicles			
14. Other Vehicles (planes, trains, etc.)			
15. Fires in brush, grass w/no value	1		

Other Incidents

16. Haz-Mat	1
17. False Calls	
18. Mutual Aid Calls	1 - FFFD
19. Aid to Ambulance (10-55's)	4
20. Aid to Police	
21. Investigation (Smoke, CO ₂ or Alarm)	5 (1-CO; 1-Alarm; 3-Smoke)
22. Service Calls – See below	7

Total Calls for the Month: 21

1 – Cancel Enroute
1 – Trng. Class B Burns
1 – Escort for XC Team
2 – Buildings Inspected

1 – Smoke Alarms Installed
1 – Stdby. for down power lines

CFAD MONTHLY REPORT

October 2017

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-Silent Alarms	
-Haz-Mat	1
-Grass Fires	1
-Chimney Fires	
-False Alarms	
-10-55's	4
-Aid to Police	
-Public Service	7
 Total Hours Pumped	5h40m
Gallons of Water Used	32,050
Amt. of Hose used:	850'
Ladders Used (in Feet): 78 (75' Ariel)	_____
Thermal Imaging Camera Used:	1
CO2 Meter Used:	1
Rescue Sled & Snowmobile:	
Rescue Boat:	
Jaws Used:	1

MUTUAL AID TO:

P.I.F.D.	
F.F.F.D.	1
L.F.D.	
W.F.D.	
Stockholm F.D.	
North Lakes FD	
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North Lakes FD	
Crown Amb	

Scott Susi, Chief
Caribou Fire and Ambulance

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For October 2017

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3. Hotels & Motels			
4. Dormitories & Boarding Homes			
5. Public Assembly (Church, Restaurant)			
6. Schools			
7. Institutions (Hospitals, Jails, Nursing Homes)			
8. Stores, Offices			
9. Industry, Utility, Defense			
10. Storage	1		\$1,200
11. Vacant Buildings or being Built			
12. Fires outside structure w/value (crops, timber, etc.)			
13. Fires Highway Vehicles			
14. Other Vehicles (planes, trains, etc.)			
15. Fires in brush, grass w/no value	1		

Other Incidents

16. Haz-Mat	1
17. False Calls	
18. Mutual Aid Calls	1 - FFFD
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20. Aid to Police	
21. Investigation (Smoke, CO ₂ or Alarm)	5 (1-CO; 1-Alarm; 3-Smoke)
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1 – Trng. Class B Burns
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1 – Smoke Alarms Installed
1 – Stdby. for down power lines

Monthly Permit Report

October 2017

	Current Month	Year To Date	Prior Year Month	Prior Year YTD
Building Permits	4	48	2	52
Permit Value	\$ 42,700	\$ 3,999,071	\$ 39,000	\$ 2,732,095
Homes	0	2	0	7
Mobile Homes	0	1	0	1
Multi Family	0	1	0	0
Commercial	0	14	1	11
Exempt	0	3	0	0
Plumbing Permits				
Internal	2	15	1	19
External	2	11	4	17
Demolition Permits	4	18	0	3
Sign Permits	2	8	0	7

YTD is January 2017 to October 2017



Caribou Public Library

To: Mayor and City Councilors
Dennis Marker, City Manager
From: Anastasia S. Weigle, Library Director
Date: November 13, 2017
Re: Library Director's Report for the Month of October 2017

Dear Honorable Council Member, Mayor and City Manager

It is during difficult economic times that people turn to their public libraries for employment seeking, continuing education, and government services. Yet, while the demand for resource services increased, funding for libraries did not follow suit. For all public libraries in the United States as well as in the UK, this would be described as our "perfect storm." That storm is when the a growing community demand for library services is met head on with the shrinking resources to meet that demand. Families feel the effects of a shrinking economy and are finding ways to stretch their budgets. The Caribou Public Library provides free access to materials and resources and improves the quality of life in Caribou.

Here are a few anecdotal examples of how we serve our community. We assisted an unemployed healthcare professional in converting a resume from a .pdf format to a .docx file and then helped the patron upload the resume to a healthcare employment site. A patron unemployed for the last four years needed assistance in filling out a .pdf employment application file for Loring Industries and then emailed the application to the company. Assisted a student on how to upload her video to YouTube and then attach that video to a group discussion board so her classmates and professor could view it. Helped a medical healthcare student from DeVry University (online course) how to attach completed assignments to her Moodle account.

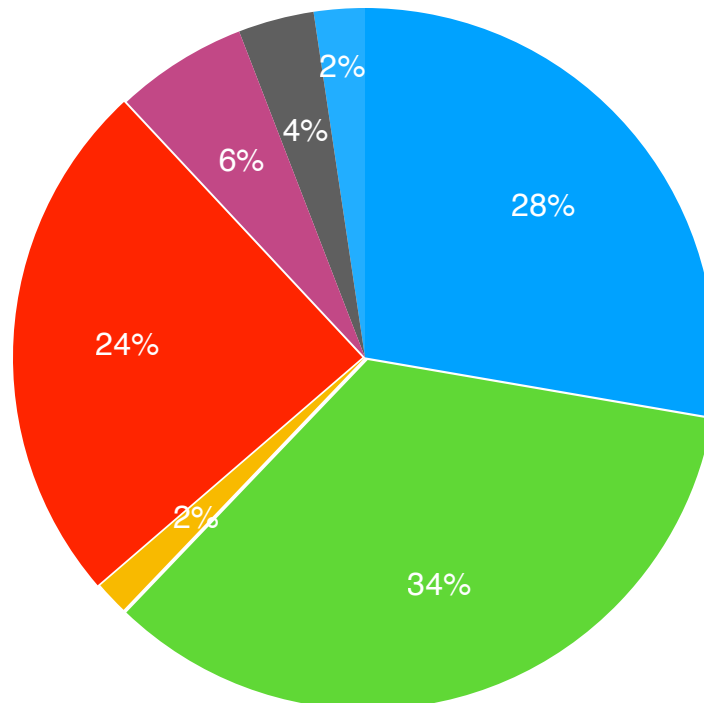
Patrons use computers to download applications for social services support, insurance cards, or applications. We help users seek video tutorials from how to repair small engines to how to build birdhouses. Time with these patrons range on the average from 10 to 30 minutes. We are honored to serve our community in this way. These services will grow in 2018 and that will mean staffing support. Long gone are the days of the librarian sitting in their offices or at their desks.

We see much of our marginalized and underserved population who have no access or inadequate access to internet come to our library every day. Librarians are side by side with technology and interactive learning environments, and we are trained to teach patrons in our communities how to use these resources every day.

We would like to thank the council, mayor and City Manager for their faith and continued support of the Caribou Public Library.

STATISTICS FOR OCTOBER 2017	
* Library Circulation	2335
Library Visits	7204
Archives (# of users)	37
Caribou room (# of users)	199
Wi-Fi Access	5132
Books added	166
Books Withdrawn	170
New Patrons	28

* CIRCULATION TYPE	
<i>Adults books</i>	647
<i>Juvenile Books</i>	804
<i>Teen/YA</i>	36
<i>DVDs</i>	569
<i>eBooks/Audiobooks</i>	142
<i>Magazines</i>	82
<i>Interlibrary Loans</i>	55
TOTAL NUMBERS	2335



● Adult ● Juv ● YA ● DVD ● EBooks
● Mags ● ILL

B. \$10,940 LIBRA FOUNDATION GRANT REQUEST

On October 30, I sent in a Libra Foundation grant to support our Small Business Resource Center initiative. It is vital that the city council and community understand what it is we do for the community. With the new business databases, we hope to provide entrepreneurs or new small business owners the necessary tools and resources needed to be successful in their business endeavors.

The library is more than just recreational reading or a place for our children and teens to come. We also provide resources to adults. We are seeing more and more patrons come in to fill out applications and many times these users need our assistance. It is not uncommon for us to assist patrons with their resumes and job applications. We need to prepare ourselves for this growing demand of users in 2018.

C. LIBRARY BOOK STORE



It has taken us quite a while, but with the help of our volunteers and worker, George Palmer, we now have a bookstore manager. The permanent location of our bookstore is across from the Caribou Room. We are open for business Wednesday, Thursday, and Friday from 1-5. The donations from book purchases will build our memorial fund which is used for memorial books, programs, and necessary resources to help support the growing needs in our community.

D. WHAT'S NEXT FOR THE LIBRARY IN 2018

We will have a new website that will make it easier to navigate and find information and resources. We will be building our Small Business Resource Center to support entrepreneurs and small business owners. Lastly, grant writing and fundraising projects will be our focus for 2018. We have renewed our subscription to GrantStation (which expired in 2016). GrantStation offers nonprofit organizations, educational institutions, and

government agencies the opportunity to identify potential funding sources for their programs or projects as well as resources to mentor these organizations through the grant-seeking process.¹ Library fundraising projects will help build up our Memorial Fund which allows us to purchase print materials, online resources, and programs.

² <https://grantstation.com/>