

Animal Control (Account# 3000) : Proposed 2023 Budget						
Budget category	Beginning Balance (1/1/23)	2022 Appropriation	2022 Actual Expense	2022 Notes	2023 Proposed	2023 Notes
				The 3rd Assessor maintained the stations at no charge and disposed of the waste station waste in the Island Inn trash. One of the 2 pet waste stations purchased by the Plantation in 2021 was placed outside the Cracked Mug B & B. The owner agreed to maintain the station as long as the Plantation provided the supplies, which it did. No additional supplies were required or purchased.		Recommending that we purchase an additional pet waste station to be placed at the North end of Monhegan Ave/Main St. The only additional expense would be for replenishing the supply of dog waste bags for the 2023 season. The 3rd Assessor will continue to maintain the stations at no charge and dispose of the waste station waste in the Island Inn trash. Since there was a dedicated account balance of \$800.54 there would be no funds needed from taxation
Waste Mgmt						
Equipment					\$300.00	
Labor						
Supplies		\$250.00	\$38.00		\$50.00	
TOTAL	\$800.54	\$250.00	\$38.00		\$350.00	

Building maintenance 2023 proposed budget

- **MBL fright for Wharf Portable Toilets - \$2075** (a 10% increase over 2022 actual of \$1885)
- **AAA Portable toilets - \$1875** (a worse case increase of 15% increase over 2022 actual of \$1625)
- **Portable Toilet janitorial expense - \$2500** (roughly 2x the 2022 actual of \$1216.06)
Plus FICA \$190 TOTAL of **\$2690**
- **Spray foam insulate the Town Office crawl space - \$1000** (\$800 materials + 4 hours of labor @ \$50/hour)
- **South Barn door repair - \$1800** (\$600 materials + \$1200 labor - 24 hours @ \$50/hour)
- **Freight Shed repair \$2055** (\$455 for cedar shingles, roof shingles & underlayment - \$170 for 2 bundles of white cedar shingles + \$80 for 2 bundles of roof shingle + \$200 for an Ice & water shield roll plus 1600 labor = 4 days labor - 32 hours @ \$50)
- **Records Building - \$2520** (Paint trim - \$2200 - \$200 materials + \$2000 labor - 40 hours @ \$50; Clear Brush - \$320 – 8 hours @ \$40)

Total recommended: \$14,015

No new taxation since there was a dedicated funds balance of \$22,783.82 as of 1/31/23

Wharf Long Term Maintenance : Proposed 2023 Budget as of 2/23/23 - DRAFT V2

Budget category	2022 Proposed	2022 Notes	2022 Appropriation	2022 Actual Expense	2022 Notes	Beginning Balance (1/30/23)	2023 Proposed	2023 Notes
Piles	\$38,700	To complete the piling installation of the new pilings installed in May, 2021: To seal the top of the new piles, fiberglass and gelcoat the tops of 17 newly installed pilings at a cost of \$275/piling. Total estimated project cost: \$4675.00. Estimate provided by Monhegan Boat Line. Work would be completed by MBL. Install chafing gear on the new face piles at a cost of \$525/piling, including materials. Minimum of 6 installed (6 x \$525 = \$3150) to a max of 17 installed (17 x \$525 = \$8925). Work to be completed by MBL. RECOMMENDATION: Delay the sealing of the top of the new pilings until 2023. Instead, install oak chafing gear on 6 of the new pilings at an approximate cost of \$2700. REQUIREMENT: Repay \$36,000 to the Farrelly Fund for the installation of the new piles in 2021 since grant monies did not materialize as hoped.	\$38,750	\$36,000	Neither the sealing of the piling nor the installation of the chafing gear occurred due to the lack of availability of MBL to do the work. In addition, MBL changed its initial recommendation to install the chafing gear due to a serious concern about damaging boats while docking in severe weather.		\$2,550	In order to extend the life of the 17 pilings installed in 2021, seal the tops using fiberglass and gelcoat at a cost of \$150/piling. Every attempt will be made to complete the work using Island labor. Total estimated project cost: \$2550.00
Ramp/Lift Ladders	\$9,735	Remove and replace 30' of aluminum traction plate. Estimate provided by Monhegan Boat Line. Work would be completed by MBL. BREAKDOWN PROVIDED BY MBL on 2/13/22: \$6650 for materials; \$1500 for labor; \$700 for transportation. I believe that we should add 10% to the materials part of the estimate to account for price changes in today's crazy market. That would increase the total by \$885 to \$9735.	\$9,735	\$0	Work budgeted in 2022 was only partially completed (old diamond plate removed) but the new material was not installed. No charges yet for the removal work in 2022.		\$9,735	Replace 30' of aluminum traction plate. Estimate provided by Monhegan Boat Line. Work would be completed by MBL. BREAKDOWN PROVIDED BY MBL on 2/13/22: \$6650 for materials; \$1500 for labor; \$700 for transportation. I believe that we should add 10% to the materials part of the estimate to account for price changes in today's crazy market. That would increase the total by \$885 to \$9735.
Fabrication								
Installation								
Hoists							\$1,900	\$300 - Replace hoist rope with Spectra or Dacron (approximately 100 linear feet); \$1600 - Replace hoist motor on North Side - retain the old motor as a spare in case of emergency- (\$1400 for motor; \$200 for installation)
Stone Perimeter								
Lighting & Electrical							\$3,500	Repair utility outlets at the Ramp, Install protection for electrical installation including outlet(s) and ramp controls, Install new lighting on wharf hoists and Freight Shed

Sea-level Rise Reserve							\$25,000	Given the dramatically higher tides and storm surges, over the next 3-5 years there will have to be some major modifications to the current wharf design to keep it operating effectively year round for both passenger and freight-related services. The Plantation will be seeking outside funding for this major project, but this reserve will be necessary even if we're successful in getting grants for the work, since all grants require a minimum of 25% community match. If the Plantation doesn't acquire outside funding, this reserve would be a major contribution towards a self-funded project without requiring a huge single-year tax increase.
Miscellaneous								
Shermie Stanley				\$1,050				
Fenris, Inc								
Monhegan Boat Line								
Hamilton Marine								
TOTAL	\$48,435		\$48,485	\$37,050			\$42,685	With a 2022 balance of \$12,437.28 we would have to request from taxation \$30,247.72 of which \$25k is the new Sea Level Rise Reserve fund
	\$38,598	After deducting the \$9,837.28 Balance in the Long-term Wharf Maintenance Account. As of 1/1/22 there was \$10,887.28 in the Long-term Wharf Maintenance Account, but in January, 2022 an invoice for \$1050 was paid to Monhegan Boat Line for maintaining the Town Mooring. Therefore, the available funds for the 2022 Budget was \$9,837.28. Total request from taxation was \$38,647.72	\$38,647.72			\$12,437.28		

To: Monhegan Plantation Assessors
From: Travis Dow, Road Commissioner
Proposed 2023 Roads Dept. Budget

January 20, 2023

Road Commissioner's PROPOSED 2023 Warrant Article

To see what sum the plantation will vote to raise and appropriate, and expend from revenues for Road and Snow Removal expenses:

Road Commissioner requests: **\$ 39,000.00**
Estimated Revenues: **\$ 14,500.00**
Transferred from surplus: **\$ 5,500.00**
Raised from taxation: **\$ 19,000.00**

2022 Revenue Estimates

Vehicle Permit Fees: \$7,000.00 (\$8,610 in 2022)
Local Road Assistance Program: \$2,500.00 (\$2,200 is lowest possible)
Auto Excise Tax: \$5,000.00 (highly variable \$5,234 in 2022)

Proposed 2023 Line Item Expenditures

Labor: Road Commissioner

- Rate of \$36.00/hr - \$1/hr increase
- **Budget for 500 hours at \$36.00/hr = \$18,000.00**

Labor: Road Crew

- Rate up to \$30.00/hr set by assessors 4/13/17 - no increase
- **Budget for 50 hours at \$30.00/hr = \$1,500.00**

Labor: FICA

- Plantation pays 7.65% of employees gross pay
- **Budget for total labor of \$ x 7.65% = \$1,500.00**

Material: Trucking/Material and Barge

- 1 Barge trip with 22 yards of material
 - 22 yds material @ \$20/yd = \$440
 - 2 Drivers (J. Kalloch) = \$1,000
 - Barge approximately \$2,000.00 round trip
- **Budget for 3 Barge trips @ \$3,440.00 = \$10,320.00**

Truck: Parts, Tools, Supplies

- Truck will be sent in for oil change/inspection this fall
- **Budget - \$1,000.00**

Truck: Fuel

- **Budget for 200 gallons at \$4.00/gal = \$800.00**

Truck: Plow

- Replace hydraulic hoses - \$300.00
- **Budget for Plow - \$300.00**

Small Equipment

Tools and Supplies

- **Budget for unanticipated tools and supplies - \$200.00**

Contracted Equipment/Operator

- There are unanticipated uses such as, snow plowing/removal, sanding, moving gravel in the pit, towing, etc.
- **Budget for unanticipated contractor needs - \$1,500.00**

Boardwalk

- Apply clear no-slip epoxy on deck and asphalt shingles on ramp
 - 3 gallons - \$300.00
 - 1 bundle shingles - \$50.00
 - Labor - \$400.00

Budget for Boardwalk - \$750.00

Culverts

- Culverts and material is on island
- Need an excavator/operator to complete job
- Spring or fall
- **Budget for culverts - \$3,000.00**

2023 Roads Dept Proposed Budget					
	2021	2021	2022	2022	2023
Line Item	ROADS	ROADS	ROADS	ROADS	ROADS
	Budget	Actual	Budget	Actual	Proposed
Labor: Road Comm	\$16,000.00	\$16,038.00	\$17,500.00	\$17,563.13	\$18,000.00
Labor: Road Crew	\$1,500.00	\$223.00	\$1,500.00	\$0.00	\$1,500.00
FICA	\$1,338.75	\$1,243.97	\$1,500.00	\$1,454.88	\$1,500.00
Subtotal Labor	\$18,838.75	\$17,504.97	\$20,500.00	\$19,018.01	\$21,000.00
Material & Drivers	\$6,000.00	\$3,564.00	\$6,000.00	\$2,838.00	\$4,320.00
Barge	\$7,500.00	\$6,224.80	\$8,000.00	\$3,253.12	\$6,000.00
Subtotal Material and Transport	\$13,500.00	\$9,788.80	\$14,000.00	\$6,091.12	\$10,320.00
Town Truck parts and supplies	\$500.00	\$0.00	\$2,000.00	\$1,258.78	\$1,000.00
Fuel	\$800.00	\$528.81	\$800.00	\$693.89	\$800.00
Plow	\$500.00	\$0.00	\$1,000.00	\$1,225.99	\$300.00
Subtotal Truck	\$1,800.00	\$528.81	\$3,800.00	\$3,178.66	\$2,100.00
Small Equipment	\$200.00	\$0.00	\$1,000.00	\$1,100.00	\$0.00
Tools & Supplies	\$100.00	\$238.30	\$100.00	\$262.79	\$330.00
Subtotal Equip, tools, supplies	\$300.00	\$238.30	\$1,100.00	\$1,362.79	\$330.00
Contract Skid Steer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contract Dump Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contract Operator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contract Other	\$1,000.00	\$0.00	\$2,500.00	\$1,495.00	\$1,500.00
Subtotal Contracted	\$1,000.00	\$0.00	\$2,500.00	\$1,495.00	\$1,500.00
Subtotal Culvert	\$0.00	\$0.00	\$5,500.00	\$4,205.00	\$3,000.00
Subtotal Boardwalk	\$15,243.25	\$15,994.33	\$12,000.00	\$15,962.41	\$750.00
Total	\$59,000.00	\$51,753.00	\$59,400.00	\$51,312.99	\$39,000.00
		(-\$7,247.00)		(-\$8,087.01)	

2023 Solid Waste Proposed Budget			
	2022	2022	2023
Line Item	ROADS	ROADS	ROADS
	Budget	Actual	Proposed
Labor - collection	\$4,725.00		\$4,928.00
Labor - stipend	\$1,200.00	\$1,300.00	\$1,200.00
Labor - Barge escort	\$1,512.00		\$1,568.00
FICA	\$565.00		\$600.00
Subtotal Labor	\$8,002.00	\$8,285.85	\$8,296.00
SUPPLIES			
RED Bags	\$1,200.00	\$1,982.43	\$1,800.00
RECYCLE Bags	\$200.00	\$81.30	\$80.00
MISC	\$0.00	\$133.50	\$50.00
Subtotal Supplies	\$1,400.00	\$2,197.23	\$1,930.00
Trash Removal per trip			
Island Transporter	\$1,850.00		\$2,000.00
Pine Tree Waste Drivers	\$1,900.00		\$1,900.00
Pine Tree Waste Disposal	\$500.00		\$600.00
Fuel/Enviro fees	\$500.00		\$500.00
Subtotal per trip	\$4,250.00		\$5,000.00
Subtotal 14 Trips	\$59,500.00	\$62,419.19	\$70,000.00
Pine Tree Container Rental	\$4,500.00	\$4,500.00	\$4,500.00
Total	\$73,402.00	\$77,402.27	\$84,726.00
Request	\$74,000.00	\$3,402.27	\$85,000.00

Solid Waste 2023 Budget (proposed)

SW Manager Salary	\$ 1,200.00
Off-Season Labor – 32 collections at Lupine - 96 hours @ \$28	\$ 2,688.00
Summer Labor – 40 Collections at Ball Field - 80 hours @\$28	\$ 2,240.00
Barge escort labor – 14 trips/56 hours @\$28	\$ 1,568.00
Estimate payroll taxes	\$ 590.00
Total	\$ 8,286.00

Red Bags	\$ 1,800.00
Recycle bags	\$ 80.00
Misc Supplies	\$ 50.00
Container Rental - \$375/month	\$ 4,500.00
Each Barge Run (approx.)	
Barge - \$405/hr x 4.5 hours	\$ 1,822.50
Landing fees	\$ 150.00
Pine Tree Waste Drivers	\$ 1,900.00
Disposal	\$ 600.00
Environmental Fee	\$ 500.00
Total per trip	\$ 5,000.00
14 Barge trips	\$70,000.00

Total projected/proposed budget: **\$84,716.00/\$85,000.00**

Projected Revenue from Bags and Barge **\$40,000.00**

Plantation Expenses

Expense	2022 Actual (rounded)	2022 Budgeted	Balance	Notes	Proposed 2023 Budget
GoDaddy	\$ 1,686.00	\$ 1,700.00	\$ 14.00	*2 audits paid in 2022	\$ 2,000.00
Maine Municipal Association:					
Workers Comp	\$ 4,840.00	\$ 3,500.00	\$ (1,340.00)		\$ 5,000.00
Prop and Casual Insurance	\$ 8,698.00	\$ 5,000.00	\$ (3,698.00)		\$ 9,000.00
Membership	\$ 1,634.00	\$ 1,800.00	\$ 166.00		\$ 1,800.00
Training	\$ 35.00	\$ 500.00	\$ 465.00		\$ 500.00
MPPD	\$ 250.00	\$ 500.00	\$ 250.00		\$ 400.00
Lincoln Co. Publishing	\$ 705.00	\$ 750.00	\$ 45.00		\$ 775.00
SDS Inc	\$ 556.00	\$ 600.00	\$ 44.00		\$ 600.00
Consolidated Communications	\$ 526.00	\$ 700.00	\$ 174.00		\$ 700.00
William H Brewer	\$15,200.00	\$ 16,000.00	\$ 800.00		\$ 8,000.00
Office Supplies	\$ 727.00	\$ 800.00	\$ 73.00		\$ 800.00
Computer and other equipment	\$ 748.00	\$ 1,000.00	\$ 252.00		\$ 500.00
USPS		\$ 100.00	\$ 100.00		\$ 100.00
Payroll Expenses	\$ 2,737.00	\$ 3,000.00	\$ 263.00	\$ 3,000.00	
Bureau of Unemployment Compensation	\$ 1,181.99	\$ 3,000.00	\$ 1,818.01	*Fee has been waived	\$ 1,500.00
Lawyers	\$ 4,068.00	\$ 500.00	\$ (3,568.00)		\$ 4,000.00
Newburgh and Associates	\$ 1,320.00	\$ 1,500.00	\$ 180.00		\$ 1,500.00
Reimbursements	\$ 11.00	\$ 500.00	\$ 489.00		\$ 250.00
Other unanticipated costs	\$ 20.00	\$ 300.00	\$ 280.00		\$ 250.00
QuickBooks Subscription	\$ 1,090.00	\$ -	\$ (1,090.00)		\$ 1,200.00
Remote Deposit Fee	\$ 420.00	\$ 450.00	\$ 30.00		\$ -
Maine Assessment and Appraisal	\$ 1,200.00	\$ 1,000.00	\$ (200.00)		\$ 1,500.00
Total 2022 Expenses: \$ 47,652.99		2022 Budget: \$ 43,200.00	Balance: \$ (4,452.99)	Proposed 2023 Budget: \$ 43,375.00	
Revenue (dividends and reimbursements): \$ 5,368.47		Balance including Revenue: \$ 915.48			
Total: \$ 42,284.52					

Wharf Operating (Account# 7050) : Proposed 2023 Budget as of 2/23/23 - DRAFT - V3

Budget category	2022 Proposed	2022 Notes	2022 Appropriation	2022 Actual Expense	2022 Notes	Beginning Balance (1/30/23)	2023 Proposed	2023 Notes
Power - MPPD	\$2,500.00	MPPD charged approx. \$2200 in 2021. We can assume that it would be at least this amount in 2022. I recommend that we appropriate \$2500 to cover current electricity consumption and any possible additional MPPD expenses due to anticipated small Wharf projects such as the repair of the ramp surface.	\$2,500	\$1,569.40	2022 electricity consumption and expense actually decreased by 29% with no rise in the KW/H rate.		\$1,800	Assuming similar usage at a 12% higher KW/H rate assuming that MPPD will increase its rates from .70/KH to .80/KH
Wharf Resurfacing	\$905.00	This is based on the use of 5 yards @ \$130/CY total cost + 5 Hours @ \$51/hour combined hourly and equipment cost. Given the severity of the winter weather this season, I anticipate the need for filling in damaged areas in the Spring, 2022.	\$905	\$0	No fill was used/needed(?) in 2022		\$1,620	This is based on the use of 8 yards @ \$150/CY total cost (\$1200) + 8 Hours @ \$52.50/hour combined hourly and equipment cost (\$420). Given the severity of the winter weather this season, I anticipate the need for filling in damaged areas in the Spring, 2023.
Monhegan Boat Line				\$0				
Somatex*	\$1,250.00	Annual Hoist Inspection	\$1,250	\$0	Missed the annual inspection		\$1,300	increase. If done the same way as 2021, Lucas chartered tech out so that he could do the inspection on an MBL boat day. Needs to do inspection when not in use by MBL. Waiting for an exact quote from Somatex.
MHMA (Maine Harbormasters Assoc.) - Annual Dues	\$135.00	Annual Dues	\$135	\$150	Dues increased from \$135 to \$150		\$150	
Payroll				\$0			\$0	What payroll? Would Travis doing wharf resurfacing be considered payroll?
Wharf monitoring and control	\$4,305.00	This new expense is designed to replace the EMA time spent monitoring and controlling passengers gathered to board departing ferries. This is intended to enforce any remaining COVID-related Federal mandates and manage the safety of visitors and workers on the wharf in anticipation of an increased visitor volume similar to 2021. It is budgeted at 10 hours per week at a \$20/hour rate plus FICA for 20 weeks. It's possible that this may again be a fully or partially reimbursable by FEMA or other Federal grants.	\$4,305	\$0	In 2022, the anticipated hiring of a wharf monitor did not occur. Instead this function was performed primarily by the Wharf Manager at no additional cost.		\$0	Due to the declaration by the Federal Government that the COVID State of Emergency and its related restrictions will end in May, 2023, any COVID-related monitoring expense will no longer be required. The Wharf Manager will continue to monitor the wharf to maintain the safety of passengers, boat crews and Island residents/workers.
Miscellaneous	\$500.00	Stuff Happens buffer	\$500	\$150				
Charter for Somatex Hoist Inspection							\$300	
TOTAL	\$9,595.00	RECOMMENDATION: \$6395 to be raised from taxation; \$2500 transferred from Undesignated Funds; \$700 from revenue	\$9,595	\$1,869		\$7,751.60	\$5,170	Need \$5170 from taxation

2023 Proposed Wages

to be effective after town meeting

Regular Part-time Positions:	Current Wage: <i>as of 4/8/22</i>	Proposed Increase (avg of 20, 21, 22 COLA): 2.20%	Proposed Wage for 2023: <i>effective after town meeting</i>
Municipal Administrator (hourly)	\$ 30.00	\$0.66	\$ 30.66
Roads (hourly)	\$ 35.00	\$0.77	\$ 35.77
Solid Waste (hourly)	\$ 27.00	\$0.59	\$ 27.59
Deputy EMA Director (hourly)	\$ 32.83	\$0.72	\$ 33.55
EMA Crew (hourly, negotiable up to)	\$ 27.53	\$0.61	\$ 28.14
Fire Chief/ EMA Director (hourly for non-stipend responsibilities)	\$ 32.83	\$0.72	\$ 33.55
Solid Waste Manager (monthly)	\$ 100.00	\$2.20	\$ 102.20
First Assessor (yearly)	\$ 6,650.00	\$146.30	\$ 6,796.30
Second Assessor (yearly)	\$ 5,650.00	\$124.30	\$ 5,774.30
Third Assessor (yearly)	\$ 4,650.00	\$102.30	\$ 4,752.30
Treasurer (yearly)	\$ 4,150.00	\$91.30	\$ 4,241.30
Clerk (yearly)	\$ 2,150.00	\$47.30	\$ 2,197.30
Tax Collector (yearly)	\$ 2,650.00	\$58.30	\$ 2,708.30
Fire Chief (yearly)	\$ 3,250.00	\$71.50	\$ 3,321.50
Constable (yearly)	\$ 1,650.00	\$36.30	\$ 1,686.30
Harbor Master (yearly)	\$ 450.00	\$9.90	\$ 459.90
Temporary Employee Positions:			
COVID EMA Director (hourly)	\$ 32.83	\$0.72	\$ 33.55
COVID EMA Crew (hourly, negotiable up to)	\$ 32.83	\$0.72	\$ 33.55
LHO (hourly)	\$ 32.83	\$0.72	\$ 33.55

Cost of Living Adjustment (COLA) from MainePERS- State Employees

2019	1.60%
2020	0.60%
2021	3.00%
2022	3.00%
2023	*Currently not available*