



**Town of Camden**  
**Select Board Meeting**  
**April 4, 2023 – 6:30 PM**  
**French Conference Room**

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**Call to Order**

- 1) Public Comment on non-agenda items
- 2) Select Board Minutes March 7, 2023 & March 21, 2023
- 3) Select Board Approval of FY23-24 Budget (7/1/23 - 6/30/24)
- 4) Public Hearings:
  - a) Amend the Town of Camden's Code Of Ordinances by making minor changes to existing licensing ordinances, adding special provisions for "Entertainment Districts" and to consolidate Chapter 11- Amusement Permits, Chapter 20 - Public Assemblies, Chapter 88 – Flea Markets, Chapter 112 – Hawking and Peddling, Chapter 150 – Lodging Establishments, Chapter 158 – Marijuana, Chapter 240 - Taxicabs, Chapter 270 – Victualers, and Article II of Chapter 7 – Alcoholic Beverages, into a new "Chapter 142, Licensing; business and other.
  - b) Amend Chapter 231 – Streets and Sidewalks, of the Town of Camden's Code of Ordinances, by adding a new Article III – Street and Road Openings, in order to regulate the placement of certain structures and to require certain performance standards for work within the Town's streets.
- 5) Action Items:
  - a) Appointment of Historic Resources Committee Alternates
  - b) Approval of Order of Notices for Charter Amendments
  - c) MIDC Request for Funding for Broadband Network to Town Facilities
  - d) Approval of new bag fees for Midcoast Solid Waste Corporation effective June 1, 2023
- 6) Management Reports & Communications
- 7) Select Board Reports
- 8) Financial Updates: Review of Snow Bowl Comparative/Cumulative Financials FY21 -FY23
- 9) Adjournment

**Town of Camden**  
**DRAFT Minutes of the Select Board Meeting**  
**March 7, 2023 – 6:30 PM**

**PRESENT: Chair Bob Falciani, Vice Chair Alison McKellar, Sophie Romana, Tom Hedstrom, Stephanie French, and Town Manager Audra Caler**

**Call to Order**

Chairman Falciani asked for a modification to make an agenda to schedule a public hearing for the zoning amendment forwarded to the Select Board by the Planning Board for Retail Adult Use and Medical Caregiver Cannabis. He is requesting to make this the first action item to set a public hearing meeting for the zoning amendment for a June Town Meeting vote.

Stephanie French asked if we missed something or is it that this public hearing would not have been listed before this agenda came out.

Manager Caler noted the agenda item for a public hearing did not get missed, we are asking you to move them to a public hearing and if you do approve then the town staff will do the statutory notice and then we have the public hearing. Public hearings are a little bit of a misnomer because you can't change anything not substantively for it to move it forward so really there needs to be a discussion beforehand if there's going to be changes that's the intent of item #4 a discussion with the Planning & Development Director who will update you on the Planning Board actions and then if you are in agreement you can make a motion to move forward to a public hearing after the after hearing the discussion from item #4.

Falciani - I still recommend moving all three to setting a date of notice and we can have an open discussion if we if you all feel that we have something for more deeper discussion before that we could certainly have a workshop that's another alternative but the board will need to make decision to schedule a workshop or we discuss it tonight under item #4.

McKellar and Romana feel because of the number of people here that we should hear the public comments tonight.

***After further discussion, Sophie Romans made a motion to add an agenda item to set a public hearing for the proposed amendments to the Code for Retail Adult Use and Medical Caregiver Cannabis, Business Licensing, and Street Right of Way Opening. Tom Hedstrom seconded the motion. The motion passed on a 5-0-0 vote.***

**2. Public Comment on non-agenda items**

Jeanne Brewer - requesting that the Save the Dam Falls donation to be addressed as an action item in a timely manner on the next Select Board Meeting.

Annie Mischissin – she suggested that the Select Board and Town Administrators consider finding a way to hold a No Agenda public forum for a couple of hours in the evening where residents may ask the Select board and staff as a group and individually questions about town related issues and where they stand, could go a long way in helping to make our government open and approachable to all residents it could help by providing the Select Board with some insight as to residents priorities.

Bob Perkins – resident and member of the Harbor committee and noted open mic is one of the most important parts of the Select Board meeting. After watching the last Select Board Meeting, he wanted to clarify that the Harbor Committee has no power it just is an advisory board to the Select Board. They discussed the reasons given to them for the moratorium and that is it. They

specifically didn't discuss other questions like whether there should be no new private piers, or whether there should be commercial piers or town piers, he hopes people will realize that if people want to talk about whether there should be a prohibition of all piers that's a different question.

Stephen Gold – he would like an update on the Town's Post Office.

3. Approval of Board Minutes from Feb 7<sup>th</sup> and Feb 21<sup>st</sup>, 2023

The Board discussed being consistent with including minutes, going forward reference letters that people read but not actual letter.

On the February 7<sup>th</sup> minutes the vote on item #5a says 4-1-0 it should be 1-4-0 the motion did not pass.

**Tom Hedstrom made a motion to approve the Board minutes from February 7, 2023 & February 21, 2023, with the amendments above. Sophie Romana seconded the motion. The motion passed on a 5-0-0 vote.**

4. Action Items:

a) New Victualer license for Whistling Whale Coffee Bar at 59 Sea Street

**Sophie Romana made a motion to approve the new victualer for Whistling Whale Coffee Bar at Lyman Morse. Tom Hedstrom seconded the motion. The motion passed on a 5-0-0 vote.**

b) Consideration of Breakwater Feasibility Study Request

Manager Caler provided background to the board explaining years of history around breakwater and most recent with respect to the Corps of Engineers. It is her recommendation if the Select Board believes there is broad support for breakwaters in Camden's outer harbor, to begin this project in earnest \$250,000 must be raised for the Town's cost share for the feasibility study. Until these funds are appropriated the Town should not request the USACE or our Congressional delegation restart this project. Given the Town's existing commitments to several projects that are currently much further along from both a budgetary and human resource perspective, the Town is not in any position to allocate significant funds or staff time towards this effort until at least 2025. In the meantime, the Select Board can task the Harbor Committee with developing and implementing a plan to better understand how widespread the support is in Camden for breakwaters in the outer Harbor.

A very important starting point for the Harbor Committee will be to have conversations with key property owners at Dillingham Point and Shermans Point where the Town is highly likely to require both access and construction easements. From recent experiences with projects much more modest in scale, negotiating easements with private property owners, or alternatively, going through the eminent domain process, will likely be a major factor in any future success of a breakwater in Camden Harbor.

A \$20,000,000 investment in the Harbor, even with significant financial federal support, is a major investment for the Town and will result in substantial change. Putting in effort to better understand what kind of appetite Camden has for this manner of change is advisable before significant resources are allocated towards it.

Hedstrom asked if there has been any consideration made for a partial or tiered approach for a breakwater something that would fall under the \$10,000 threshold but would mitigate some of the problems we foresee.

Caler we are a federal project harbor and the it's the Army Corp purview and they make those sort of decisions what and where when it comes to a workable perspective.

French noted there have been over the years talks about some types of floating barges, but has never gone anywhere.

Caler noted you need to remember whatever we decided this is a not just town project this is a partnership with the Army Corp of Engineers we don't get to call all the shots, that's why it's called a Federal Interest determination not local interest determination

McKellar noted she has done some research, and this has been a controversial issue, one of the factors is the wastewater treatment plant outfall and people have banded together to say they do not want to decrease the flushing rate of Camden. She likes the ideas of tasking in the harbor committee to further investigate whether the community is ready to like take this seriously and if it would be worth the town; s time and money and the federal government's time and money.

Romana noted the town should keep talking with the Army Corps of Engineers of engineer and maintain a relationship with them regardless of the outcome of the work of the harbor committee, there is no downside on maintaining that relationship, he stormwater surge or sea level rise is not going to disappear so we are really at a point where we have to plan for the future and try to figure out how we can build infrastructure in this Harbor to protect the assets of the town, we need to yes to the Army Corps of Engineers of Engineer study and we figure out how to fund half a million dollars for a feasibility study that further engages us along the pathway of what the feasibility study says or we go with the federal interest study and see if the Army Corp of Engineers says we a need breakwater.

Caler noted that is laid it out in her report that if you if you go down this track this is exactly what the Army Corps of Engineers has you do in this program so it's not a mystery it's very clear and there's no point in re-engaging them until we're committing to doing a feasibility study and having the money on hand to do it so that is the next decision of the Select Board.

French - asked if we already know how many transient boats would be able to come into the harbor if there was a Breakwater that was put in versus people that live here? If we have this information we should be able to quantify how much money these extra boats will they bring into the area. She understands the amount of staff time that these major projects take up so her thought is if we were going to put this forward is there anything that we could have the harbor committee or any other committee do right now to gather up some of this data.

Falciani - I think it's very feasible and I think I think it's kind of direction we have to go we don't want to drop it because there is some sort of potential of a Breakwater system, we should not ignore this and it does have some benefit to the Harbor.

Caler - there is a lot of information in the federal interest determination and some information in it was reviewed by the members of the harbor committee in 2016, at the time reviewed it was thought there were incorrect assumptions and it would be helpful to task the new Harbor committee with reviewing that report and maybe speaking to as many people on the old committee as they can to talk to about what assumptions were problematic and come to some sort of an agreement on these areas where we think we know there's some shaky assumptions

and come back to us with what they discover and the Board will get a good idea of where we stand on this subject.

Chris Rheault- one of the recent proposals that has been discussed is actually from Lyman Morse to extend their pier structure with wave attenuating floats he would urge the Board to talk with them they have already done a lot of research and they have the money, you could use their matching funds and they could be the best partner the town for.

Will Addis - Bay View Street - Camden Conservation Member - if Camden Harbor is at such high risk from sea level rise and increased wave action that we need to implement a \$20,000,000 breakwater then how can we rationalize the addition of piers to our Harbor in its current state, as a member of the Conservation Commission there's ongoing conversation about the urgent need for a comprehensive Harbor management plan prior to any human engineered development of piers or breakwaters.

Steve Gold - I was a member of the harbor committee that the last time the idea of a Breakwater was seriously considered and me misinformation was provided to the Army Corps such as Camden Harbor supports a fleet of about 30 commercial lobster boats and a large number of commercial Charter vessels including a fleet of Windjammer sailing vessels we actually have seven lobster boats and the charter boats he would not consider a fleet. The project was rejected for several reasons, one we didn't think we needed it, it was very high cost, and some felt the corps wanted this project to maintain its workload and federal budget when a contract was finally proposed it had a clause that stated the town was 100 percent responsible for any costs.

He further commented that Breakwater will make no difference in rising ocean levels in fact it will microscopically contribute to it we recently experienced a very strong storm exactly at an extreme high tide that was an 11 and a half foot tide and yet the damage was not so significant most of the damage was to the Inner Harbor Boardwalk we have known of its problems for years many times the boat launched at Steamboat Landing was damaged perhaps we can find a better methodology as it's repaired. In his opinion the concept of a Breakwater one we don't need it environmentally it would alter or destroy one environment by quarrying a zillion tons

of stone somewhere and then damage another one by dumping it on the ocean floor most important no one can predict the changes that would be brought about by a breakwater. Breakwaters will change the tidal flow and we could lose Laite Beach could Sherman's Cove, this breakwater is going to be cost way more than \$20,000,000 in two years, this is a much larger project than we think, he thinks if we are going to spend this kind of money it should be on affordable housing a much more important issue for Camden's future it should also be noted that about 400 properties in town aren't going to be paying any more taxes than they've been for a breakwater, he doubts that the state is going to kick in for this project and it would certainly be unfair to burden for those who are under 65 or haven't been here for 10 years so he urges you not to even start to get started in this mired and endless process.

After further Board discussion in summary, it was the consensus of the Select Board there needs to be a process for structuring more in-depth discussion or discussions around these issues and that the town needs to continue conversations with the Army Corps of Engineers.

**c) Farmer's Market License Agreement**

Development Director Jeremy Martin is bringing this item forward to approve the annual license agreement with the Camden Farmer's Market (CFM) for use of the former Tannery

property at 116 Washington Street. A copy of the proposed license agreement should have been in the packet.

The Brownfield work on the site was completed in September 2022. As a result of the clean-up, a large, grassed area adjacent to the parking lot was capped. The CFM has traditionally used the grassed area, but due to the environmental cleanup, the CFM was not permitted to use this area of the property last year. Unfortunately, that will be the case again this year, as we need to allow the capped area to adequately settle and revegetate. The CFM understands this need and has proposed to use the same area that they used last year

It is important to note that the property has been used by contractors working on MDOT and Town public works projects. This property has been critically important for some of the significant public infrastructure work that has been ongoing over the past few years in town, and will likely continue, as needed. Town staff has worked with contractors and the CFM and will continue to ensure conflicts are minimized as much as possible. The contractors have been made aware of the Market's hours of operation.

The CFM is requesting use of the property on Wednesday afternoons and Saturday Mornings from May – October. The specific dates are noted in the agreement. The CFM was initially proposing an annual fee of \$150.00. Prior agreements included a \$50.00 annual fee. It is Jeremy recommendation that the Select Board approve the License Agreement as presented in the Select Board packet (see attached.)

French asked about the RV parking that we were going to allow them there, how is this going to work out.

Martin stated the Camden Farmers Market has exclusive use of the Tannery on Wednesdays and Saturdays so we will make sure no RV parking happens on those days.

McKellar inquired about the farmers using SNAP benefits being offered and wondered if there had been any progress.

Jeff Dec, president of the Farmers Market stated they have been working on it and it's a tough process because we're not really Incorporated. They joined the Rockland Farmers Market last year and they already had a system in place and have been accepting those benefits for a couple of years and there's a lot to iron out with their system and they've had to actually go through and reevaluate the whole system as to how it works because there's a lot of complexity once you get into having all these different vendors some vendors have sales tax on items, they are paying a central point person to sit at a table and accept and work with people to both do credit card transactions and these snap EBT benefits and WIC they are all different and very complex.

Last year we had one farm that offered this, they attend every Saturday but not Wednesdays and they are offering it again this year. The Farmers Market will continue to investigate it but for these small businesses but there is quite a bit to it.

**After further discussion, Stephanie French made a motion to approve the Farmers Market license as written. Sophie Romana seconded the motion The motion passed on a 5-0-0 vote.**

d) Appointment of Budget Committee Member

**Stephanie French made a motion to appoint Krane Grove to serve as a budget committee member filling the remainder of an existing term, expiring June 30, 2023. Tom Hedstrom seconded the motion. The motion passed on a 5-0-0 vote.**

5. Potential Proposed Amendments to Code of Ordinances for June:

Jeremy Martin, Development Director updated the Board on two other ordinances that they have been working on for the June vote. These would not be ready for the March 21st agenda, but a hearing could be held on April 4th Select Board meeting.

**Business Licensing & Others:** There has been some interest in streamlining business licensing procedures. Staff is currently working on consolidating all business licenses into a single Business Licensing Chapter of the Town Code with the intent of streamlining the application process. There are currently nine separate chapters in the Town Code and nine separate license applications. The goal is one business licensing chapter and one license application.

**Street, Right of Way, and Road Openings:** Town staff has also identified concerns over the lack of regulations governing work within and the placement of structures in the town's public rights of ways. The purpose of this Ordinance is to regulate the use of public right of ways in the interest of public safety and protection of public works infrastructure. Excavation and restoration standards will be required to preserve the integrity, operational safety, and functionality of the public right of ways. This Ordinance would establish the authority of the municipality to control objects and vegetation within a public right of way.

Regarding the Adult use/Medical Caregiver Cannabis Retail Zoning Amendment, Martin reported that at a Public Hearing on March 1<sup>st</sup> the Planning Board voted 2-2 on proposed amendments to the Zoning Ordinance to allow Adult-Use Cannabis and Medical Caregiver stores in town. The amendments were proposed by Camden resident Mark Benjamin. The amendments would allow a maximum of two (2) adult use retail or medical caregiver stores in Camden. The zones that they would be allowed in are the Downtown Business District(B-1) the Transition Harbor Business District (B-TH) and the Transitional Business District (B-3). There are setback requirements of five hundred (500) feet from the Camden Public Library, schools, and daycare facilities. Based on the setbacks there is a small area of the downtown where the use would be allowed, primarily on Bayview Street and then on Elm Street five hundred (500) feet or so south of Union Street. Based on the hearing and discussion the Planning Board felt strongly that the Select Board should put the issue to voters in June. This type of facility would require an annual license, as already required in Chapter 158 of the Town Code. Adult Use retail is highly regulated by the state and requires municipal approval.

Jeremy is in hopes to have these new chapters ready by the March 21st meeting if not no later than the 28th for the Board. The Board was okay with having it by the 28th at the latest.

**After discussion, Sophie Romana made a motion to schedule a hearing for the Adult Use/Medical Caregiver Cannabis Retail Zoning Amendment on Tuesday, March 21st and the proposed new sections for the Code, for Business Licensing and Street, Right of Way, and Road Openings on Tuesday, April 4, 2023. Stephanie French seconded the motion. The motion passed on a 5-0-0 vote.**

At this time the Board opened it up to public comment from the public in the room.

Stuart Smith - if the Planning Board voted 2-2, how did this amendment get moved forward.

Jeremy Martin explained it was a 2-2 vote of the Planning Board however this was a petition by a citizen of Camden and further zoning ordinance requirements for amendments are not governed by Robert's world's order. This is an amendment process that is in the zoning ordinance that allows a Camden resident to petition to the Select Board to move an amendment to the townspeople for a public vote.

Maryanne Smith - read an excerpt from a letter daughter in law Kristen Smith wrote in regard to the townspeople changing the zoning amendment for retail marijuana as it conflicts with the Federal Law and also opposed to the petition wanting to change the 1 000 feet from any educational facility the state statute reads and they want to change it to 500 feet.

Chris Rheault - would like to point out we have this petition process where one person can submit an ordinance amendment but then it goes through the planning board and it goes through the select board and then ultimately it goes to a public vote of the town of Camden so that's sort of the penultimate moment.

At this point the motion had already been approved to schedule public hearings, the Board heard public comment after the vote instead of prior.

6. Potential Proposed Charter Amendments for June:
  - a) Budget Committee Election/Appointment Process
  - b) Removal of Specified Budget Categories

Manager Caler brought to the Board's attention some proposed charter amendments.

Article I. Section 1.02 Town Meetings and Warrants & Article VI. Section 6.03 Budget Committee

If the Select Board favors transitioning these positions to be appointed, the Charter can be amended to do so. This would put the responsibility for appointing all Budget Committee members onto the Select Board. In practice, this is essentially how the Town has been functioning both before and after the Charter was amended.

Article VI. Section 6.06 Town Vote on the Budget

If the Select Board favors having the flexibility to change the names of expense categories, the most simple solution is to remove the specific names of these categories from the Charter. This need not remove the requirement to list and have voters approve each expense category.

There was no vote from the Select Board however they were in consensus to make these amendments for town meeting, which would require a public hearing vote.

7. Management Reports & Communications -None
8. Select Board Reports

Hedstrom - he attended a very productive Planning Board meeting and many good comments were made both by the public and the board regarding the Pier amendment and Marijuana zoning amendment. The MDIC will be meeting on Thursday, March 9th at 11 am., Bob and Tom gave an update on the workings of the MDIC.

Falciani reported he believes the Camden Post Office will be open for non-retail operations in the first half of April, with the rest of the services to be back in place shortly thereafter in April.



A new postmaster has been hired and he does not believe there are any plans for the Post office to close permanently.

9. Adjournment

**Stephanie French made a motion to adjourn to executive session at 8:45 pm to discuss acquisition of tax acquire property (1 MRS 405(6) C. Alison McKellar seconded the motion. The motion passed on 5-0-0 vote.**

**At 9:29 Select Board came out of executive session, no action was taken by the Board. The meeting adjourned at 9:30 pm.**

**Respectfully submitted,**  
Janice Esancy  
Interim Recording Secretary

**Town of Camden**  
**DRAFT Minutes of the Select Board Meeting**  
**March 21, 2023 – 6:30 PM**

**PRESENT: Chair Bob Falciani, Vice Chair Alison McKellar, Sophie Romana, Tom Hedstrom, Stephanie French, and Town Manager Audra Caler**

**Call to Order**

1. Public Comment on non-agenda items
2. Consent Agenda:
  - a) Approval of Village Green Applications:
    - Megunticook Rowing Fundraiser – May 7, 2023
    - Camden Rotary – Music by the Sea Concert – July 4, 2023
  - b) Approval of Assembly Permit for Camden Classics Cup on July 27-29, 2023, and approval of temporary signs for downtown lampposts

**Sophie Romana made a motion to approve the consent agenda. Stephanie French seconded the motion. The motion passed on a 5-0-0 vote.**

3. Approval of Board Minutes from March 7<sup>th</sup>

**Alison McKellar made a motion to table minutes. Sophie Romana seconded the motion. The motion passed on a 5-0-0 vote.**

**4. Public Hearings:**

Chairperson Falciani read the rules and regulations for conducting public hearings in preparation of the public hearings to be held this evening.

**Chairperson Falciani asked to hear from any proponents or opponents for the three liquor licenses. There was none and no Board discussion.**

- a) Application of wolfpeach at 50 Elm Street for a renewal Class I Restaurant Liquor License.
- b) Application of Red Bird, d/b/a Mosaic at 31 Elm Street for a “new” Class I Restaurant Liquor License
- c) Application of La Cave, LLC at 7 Public Landing for a “new” Class I Restaurant Liquor License.

**Sophie Romana made a motion to approve the applications for liquor licenses to be submitted to the state for final approval for wolfpeach at 50 Elm Street, Mosaic at 31 Elm Street, and La Cave at 7 Public Landing. Stephanie French seconded the motion. The motion passed on a 5-0-0 vote.**

- d) Amend Camden Code - Article III §290 3.2 Terminology, to amend the Definition of Marijuana by adding the term “marijuana retail stores”; to add a new definition (n) for

Marijuana Retail Store; and to amend the Definition of Marijuana Establishment; 2) To Article VIII §290 8.8 (Downtown Business District (B-1), §290 8.10 Transitional Business District (B-3) and §290 8.15 Transitional Harbor Business District (B-TH) to add a new commercial use for Marijuana Retail Stores. This new use defines standards for establishing these stores, and for complying with State and Local Licensing requirements.

The Chairperson informed the public that they had received numerous emails and letters electronically, he opted not to read them as they are publicly available on the Town's website in the Select Board's packet, and they can be printed out and available in the Town Office.

**Chairperson Falciani asked to hear from any proponents or opponents for the amendment listed below.**

The Planning & Development Director opened discussion by explaining the process for zoning ordinance amendments can happen in three ways, by Select Board, by Planning Board or a petitioner. In this case it was a petitioner a Camden resident Mark Benjamin proposed these changes and we took them through the planning board process and there's been a historical practice for all petitions that come in like that that they go through the Planning Board for a public hearing as well as Planning Board held a workshop and went through the details of what was proposed and took comments both pro and against but no matter what happens at the Planning Board level that petitioner by ordinance is allowed a public hearing before the Select Board and that's why it's before you now.

This proposal is amending some definitions because a number of years ago the town voted to allow cultivation facilities in town and we also created a marijuana licensing ordinance as well that's in our business licensing ordinances that we have that doesn't need to change because the way that was created and approved by voters would allow retail shops should they eventually become a legal use in town

He further explained that the amendments would allow a maximum of two (2) adult use retail or medical caregiver stores in Camden. The zones that they would be allowed in are the Downtown Business District(B-1) the Transition Harbor Business District (B-TH) and the Transitional Business District (B-3). There are setback requirements of five hundred (500) feet from the Camden Public Library, schools, and daycare facilities. Based on the setbacks there is a small area of the downtown where the use would be allowed, primarily on Bay View Street and then on Elm Street five hundred (500) feet or so south of Union Street.

Mark Benjamin, whom the proposal came from, spoke regarding their proposal, they are seeking for the town to vote two adult -use marijuana retail shops, they have a grow operation in Hope, they currently have a store in Rockland and another one opening in Belfast. There are some empty storefronts in Camden, Botany is a year round foot traffic draw, since 2016, 62 towns in Maine have adult use retail shops, Rockland is economic proof they have 6 stores, and he spoke with Rockland Police and the crime has not been increased, he hopes the Board will vote to allow Camden residents to decide the question.

Several residents turned out to the meeting and expressed opposition to the proposal. (List names: Patt Chen, Bonnie Lowe, Matt Sutton, Sophie Piconi, Taylor Pohlman, Kenneth Newman, Joyce Lawrence, Jeff Lewis, Chris Nolan, Stuart Smith, Maryanne Smith, Jesse Bifulco, and several emails are in the packet on the Town's website ([emails](#)))

They raised concerns that it would not fit in with the character and brand of Camden; that it could increase the likelihood that children would have access to cannabis; that cannabis products are much more potent than in the past which could have health impacts. Others wrote emails to the Select Board expressing opposition to the project.

Another area of concern is the setback requirements from schools and the library. Questions were raised about why the setback in the proposal 500 feet is when the state standard is 1,000 feet.

Planning Director Martin replied that he had reviewed the proposed language with the State's Office of Cannabis Policy, and they indicated that as presented this language meets the state's requirements, and they had no issues with the language. For those that don't know, the state must review and approve these facilities as well, and they couldn't approve a location that wasn't setback from these facilities.

Martin suggested the Board could make adjustments to make things easier and to not complicate them as long as the proposed language for the warrant article is not a substantive change since the language already picks up these facilities both public and private. He also noted that daycare centers and the Camden Public Library were added to the proposed language by the petitioner even though those were not required to be included by state statute.

The following people spoke in favor of the amendment: Aaron Meil, Jesse Bifulco, and Karin Leuthy,

Chairperson Falciani opened it up to Board discussion.

Select Board member Hedstrom said he feels the question is what do the residents want Camden to be? The Board denies other businesses including restaurants, and we could deny this. We don't have to send it to the voters just because it is controversial.

Board member Stephanie French questioned why the town can't slow down and create a better question rather than doing this in a six-week push. She also hoped a different version of the question would be less divisive.

Vice Chair Alison McKellar one concern she has is that voters would see a vote of the Select Board to put it on the warrant as a recommendation.

Select Board member Romana said if she was not on the Board she would want to ask for a chance to vote on this. She doesn't feel if we vote to move this forward it's because it's a hard issue, each of us has a voice in this community and this is their opportunity to either say yes or no.

After discussion with the Planning Development Director and Town Attorney the Select Board discussed two questions on the warrant. The first one will present the proposal as it was made by the petitioner with a 500-foot setback and in all of the zones mentioned in the proposal. The second proposal would have a 1,000-foot setback from schools and the library, and it would be limited by that to one zone.

Voters in favor of the proposal as presented would want to vote yes on the first question. Someone entirely opposed to cannabis stores in Camden should vote no to both questions. Someone who approves of the retail stores only if they have a 1,000-foot setback would want to vote yes on the second question.

**Sophie Romana made a motion to approve moving the amendment and including it in the June Annual Town Meeting as two questions as stated above to allow voters to decide whether to allow adult use cannabis retail stores in town and where those stores could be located. Robert Falciani seconded the motion. The motion passed on a 4-1-0 vote. (Hedstrom opposed)**

5. Action Items:

- a) Approval of new Victualer Licenses:
  - Mosaic at 31 Elm Street
  - LaCave LLC at 7 Public Landing

**Sophie Romana made a motion to approve the two new victualer licenses as stated above. Stephanie French seconded the motion. The motion passed a 5-0-0 vote.**

- b) Donation from Save the Dam Falls Committee for Maintenance on the Montgomery Dam

Manager Caler stated as you know the Save the Dam Falls Committee offered a generous donation of \$11,500 to be used for the maintenance of Montgomery Dam. She gave background information from 2017 on quotes the town had received for the cost of the crest of the spillway and the Public Works Director received new information today that might factor into what the committee would like done with the funds because we found an additional source of leakage from the impoundment of the dam that isn't the sluice gate so this might impact what the Committee is interested in spending the donation money on.

In their letter the committee ranked the proposed projects according to their priority for how the Town utilizes the funds as follows:

- 1) Repairing the sluiceway gate: The Town has some comparable work that was done on the west Dam. In 2019 we received a quote of \$42,000 for the replacement of the gate that included materials and labor and the updated quote for that same would be around \$80 000.
- 2) Repairing the entire 100-foot crest of the spillway: In 2017 we received a quote for just the repairs to the concrete at \$71,250 and we recently received an updated quote from Knowles and their new quote for that work is estimated at \$131,800.

- 3) Removing vegetation in the cracks of the dam: If that is something you are interested in moving forward with we would need to seek some quotes; and;
- 4) Repointing the granite section of the dam and sealing cracks in both the granite and concrete: This is another thing that we would have to get an updated cost from Knowles, the quote from 2017 was \$18,250.

Point of Order – the Board was in consensus due to the late hour, that the meeting should be adjourned by 9:30 pm.

Dave St. Laurent, Public Works director joined via zoom and provided a breakdown of the update quote from Knowles:

In summary, proposed project costs are listed as followings:

1. Cost of repairs while maintaining current dam elevation - \$93,750
2. Added cost to reduce dam elevation by four inches - \$12,350
3. Allowance for granite repointing - \$25,700

Total repairs would be \$119,450 if you add the cost for reducing the elevation if would be \$131,800.

He received a call from Lee Montgomery, she had a problem with the basement at the Village Shop location, she had some work done by Maine Coast Construction and they observed the abutments for the deck were being undermined by some water and possible some stormwater coming in and eating away at the footer.

As a result of his findings he put together a new updated quote for repairs to the Montgomery Dam:

Whipps Model 924 Gate (new)- \$23,500  
Installation of the new gate \$57,242 (installed by contractor)  
Concrete dam repairs - \$131,800 (as discussed earlier)  
Total - **\$212,542**

His gate prices and labor are based on the West Dam Gate Replacement, these costs could change due to unplanned circumstances such as additional dam deterioration below the sediment level or structural components for the platform and gate opening.

Board member Hedstrom noted the donation offer is very generous but he sees this as the town's responsibility to maintain that Dam and do the upkeep perhaps the Save the Dam Falls committee can use that money for some other project like underneath the private buildings he feels that would be more appropriate use of the funds.

Board member French added from what she has seen we have had multiple quotes for upkeep to the dam and it keeps getting deferred, she doesn't feel like there is going to be any decision made for years.

Manager Caler stated before the Board talks about maintenance of Montgomery, she needs to remind everyone that town has three high hazard dams, two we did major maintenance on over the past few years and the East Dam we need to do maintenance to that we have known has been coming. The high risks dams are the ones that we are required by Maine Emergency Management Agency to inspect periodically and you will see some money in the budget this year to do those structural inspections, we have known about the repairs that need to be made to the East Dam and we've been setting aside Reserve funds to do some of those repairs.

Chairperson Falciani asked if the Montgomery Dam has been inspected? Caler replied to it does not need to be because it is not labeled a high risk dam.

Board member McKeller pointed out that a lot of different Select Boards have read the same inspection reports for years and years and every inspection report has said that the Montgomery Dam Spillway is degrading and that this dam is aesthetic and that there's no risk to safety. We have budgeted money in the past for Seabright and for Montgomery somewhere around \$65,000 and Seabright started with a \$25 000 repair and ended up turning into \$300,000.. For example, with Seabright we used to drain it to do the inspections and repairs but now things keep cropping up like a hole here and there and gets repaired and then we have used up all the money. She noted perhaps we should do what we did years ago and look at all the dams and expenses and pros and cons and look at the non-discretionary numbers we need to make a plan.

Board member Hedstrom agrees there is some natural beauty there but if you look at it from certain angles and from certain positions it looks like it's in disrepair, it looks like it has not been maintained it looks neglected from certain angles.

Manager Caler reminded the Board that they have an opportunity when they review the Budget to add money in the budget if they want to address some of these repairs.

Public questions:

Ray Andresen, member of Save the Dam Falls wanted to point out that the donation was intended for temporary repairs not a full repair, just so the Montgomery Dam might be in a little better shape for the incoming visitors this summer. Their first priority is the sluice gate, and he was wondering if there was any slight adjustments to the existing gate that the Town could do, we understand that the \$11,000 is not going to replace the gate and he does not think the donors would be happy if we use their \$11,000 to fix the vegetation because we could just get in there and do that ourselves.

Dave St. Laurent replied that last summer they made repairs to the sluice gate twice to stop the leakage. If we block off that 12 inch pipe as he showed in his video that would help with losing some of the water in the summertime and we can continue to make adjustments at the bottom of the sluiceway without using the donation money, he needs to know what the committee is trying to achieve as a temporary fix.

Ray Andresen, what we are trying to get away from this summer is having that full flow of water coming down the sluiceway and draining the pond, when this happens you see more mud than water.

Dave St. Laurent – we could crank the gate back to 1 ½ inches which is the minimum flow so you will have very little water coming through there and if it's a dry season even less. He can try some more techniques to keep the water in the impoundment this summer by blocking the 12 inch pipe that is letting the water out as he showed in the video

Falciani stated fundamentally we are looking at whatever number of dollars to budget for the repairs to make this work. We could very graciously accept the donation, but it is very clear from their letter that they would like the money spent on options 1, 2, and 4 and excluding the vegetation and this does not solve our financial problems to make the necessary repairs.

Hedstrom – sounds like Dave has some techniques that he could use to keep water in the impoundment this summer and I am going to suggest that the Save the Dams Fall Committee use their money to block the 12-inch pipe that's letting water out of the impoundment and the town will take care of what we can with the sluice gate and suggest to the Board knowing that we're going through a long process with this river project and that we as a town need to do something to make the Montgomery Dam not look like it's in severe neglect.

French stated she thinks the town needs to put some money towards making this obligation to make it look better for the town, there is a lot of money brought into town from the public landing (windjammers, moorings, docking, etc.), the town's economic value is super increased due to the landing and she feels are obligated not just the Montgomery family for their donation but the townspeople to take care of something that was gifted to us.

Stuart Smith – why can't we make this an item for the ballot for \$255,000 to fix the Montgomery Dam, this is a hot button item and he thinks you will find it will pass on a margin of 9-1.

Margaret? Asked Dave if he could make the same adjustments last year again this year using the \$11,500.

Tom Rothwell, referred to the Comp Plan and pointed out there is \$30,000 earmarked in the TIFF to use for the Montgomery Dam, he wondered where did that money go?

Manager Caler responded that there is plenty of TIFF money, however, it's very specific that the crest of the spillway would need to be lowered.

**French made a motion to put an article on the June Ballot for \$250,000 with a \$25,000 contingency to make the repairs needed for the Montgomery Dam. Tom Hedstrom seconded the motion.**

Falciani wanted to point out we can put this on the June ballot, but it needs to be recognized that the repairs being asked will not be done by this summer.

McKellar stated she would not be in favor of motion because it excludes the opportunity for people to be able to just make some small changes to that dam.



**Due to lack of time the Chair asked for a vote on the motion. The motion was 2-3-0 (Falciani, McKellar and Romana opposed). The motion did not carry.**

**Tom Hedstrom made a motion to adjourn the meeting at 9:30 pm. Stephanie French seconded the motion. The motion passed on a 5-0-0 vote.**

**The remainder of the agenda was not discussed.**

c)Schedule Workshop on Breakwaters and Other Structures in Camden Harbor

7. Management Reports & Communications -

8. Select Board Reports -

Respectfully submitted,  
Janice Esancy  
Interim Recording Secretary

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT**

**General Government  
Administration & Finance**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
0101-0101	Full Time Wages	403,979	449,274	479,159	516,300	380,468	561,200	561,200	542,500	
0101-0105	Stipends	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	
0101-0110	Overtime	1,997	181	16	2,000	-	1,000	1,000	1,000	
0101-0501	FICA & Medicare	30,691	34,173	36,357	40,400	29,349	43,000	43,000	42,300	
0101-0505	ICMA/MPERS	41,167	46,199	50,091	53,000	39,786	57,500	57,500	55,400	
0101-0510	Health Insurance	162,015	164,004	166,673	170,000	125,962	171,900	171,900	171,900	
0101-0515	Employee Wellness Program	346	1,059	1,094	1,000	1,657	2,500	2,500	2,500	
0101-0517	Mileage Stipend	2,400	2,447	2,409	2,400	1,860	2,400	2,400	2,400	
0101-1001	Office Supplies	11,480	10,276	12,026	12,000	8,081	12,000	12,000	12,000	
0101-1003	Postage	12,924	9,636	11,000	13,000	8,817	14,000	14,000	14,000	
0101-1004	Advertisements/Public Notices	2,597	4,331	5,307	3,000	4,192	3,000	3,000	3,000	
0101-1005	Dues & Publications	1,655	2,111	1,755	2,200	2,127	2,500	2,500	2,500	
0101-1201	Mileage	405	71	185	500	885	500	500	500	
0101-1202	Professional Development	3,259	775	895	1,000	933	1,000	1,000	1,000	
0101-1210	Liens & Discharges	2,675	4,331	2,624	3,900	1,786	4,000	4,000	4,000	
0101-1211	Elections	11,361	18,940	14,155	13,000	4,790	13,000	13,000	13,000	
0101-1214	Town Clock	1,491	554	1,625	1,500	2,738	1,350	1,350	1,350	
0101-1520	Communications	9,690	10,457	10,850	11,000	8,240	12,000	12,000	12,000	
0101-3011	Printing	4,062	8,342	3,827	10,000	1,646	9,000	9,000	9,000	
0101-3012	Organization Dues	9,807	9,175	8,881	9,300	9,876	10,000	10,000	10,000	
0101-3013	Equipment Maintenance	6,636	4,696	7,619	10,000	4,146	10,000	10,000	10,000	
0101-3025	Auditor	17,350	19,750	15,450	22,000	18,750	23,000	23,000	23,000	
0101-3181	Transcriber/Camera Operator	4,544	3,538	6,536	4,500	8,625	9,800	9,800	9,800	
Total Administration/Finance/Assessing		750,031	811,820	846,034	909,500	672,214	972,150	972,150	950,650	-
							6.9%	6.9%	4.5%	-100.0%
Change over FY 23										
0101-0101	Full Time Wages									
Administrative and Finance staff for Town Manager's office and Finance Department										
Town Manager's Office: Town Manager and Assistant Manager Wages										
Finance Department: Finance Director, Deputy Finance Director, Tax Collector, Town Clerk and Admin. Asst. Wages										
7 Full Time Employees										
0101-0105	Part Time Wages									
Select Board Stipends of \$1,500 each.										
0101-0110	FICA & Medicare									
Required 7.65% employer contribution to Social Security & Medicare										
0101-0505	ICMA/MPERS									
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the										
Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town.										
The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and										
for town employees is 10.2%										
0101-0510	Health Insurance									
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per										
week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007										
pay a share of dependent coverage. The Town offers employees three plan options with different degrees of										
employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost										
difference. More expensive plans will require more employee cost participation.										
0101-0515	Employee Wellness Program									
Purchases for flowers for employee births, deaths, etc. Also to be used towards Employee Appreciation Day										
0101-0517	Mileage Stipend									
Contract mileage stipend for Town Manager										
0101-1001	Office Supplies									
General office supplies for all administrative offices										
0101-1003	Postage									
Postage for tax bills, reminder postcards, W2s and all correspondence										
Includes PO box rental and bulk mail permit										
0101-1004	Advertisement & Recruiting									
Public hearing notices, bid advertisements, employee recruitment, committee vacancies, background checks										
0101-1005	Dues & Publications									
Town Clerk, Tax Collector/Treasurer, Finance Director, General Assistance Administrator, Town Manager										

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT**

- 0101-1201 **Mileage**  
Mileage reimbursement when staff uses personal vehicle for work purposes; reimbursement is based on IRS rate as of Jan 1st each year.
- 0101-1202 **Professional Development**  
Training conferences and seminars; required certifications for the Town Manager, Finance Director, Tax Collector, Town Clerk and Treasurer.
- 0101-1210 **Liens & Discharges**  
Recording costs for property tax liens and discharges at the Registry of Deeds as well as small claims court costs. Costs are recovered from taxpayers upon payment of liens & shown as revenue.
- 0101-1211 **Elections**  
Warden/Deputy Wardens  
Poll workers (Poll workers are paid minimum wage which has been increased to \$13.80/hr for 2023)  
Town Clerk & Deputy Registrar  
Machine programming  
Machine maintenance contract  
Poll supplies, postage, etc.
- 0101-1214 **Town Clock**  
Annual clock inspection, repair & parts replacement for the Town clock.
- 0101-1520 **Communications**  
Telephone charges for all municipal office phones, fax and cell phones
- 0101-3011 **Printing**  
Forms, Annual Report, tax bills, etc.
- 0101-3012 **Organization Dues**  
Annual dues to:  
Maine Municipal Association and the Maine Service Center Coalition.
- 0101-3013 **Equipment Maintenance**  
Maintenance agreements, repair for copiers and postage meter  
General office equipment repair & maintenance
- 0101-3025 **Auditor**  
Contract for the annual financial audit and accounting services.
- 0101-3181 **Contracted Clerical/Camera Operator**  
Contracted individuals hired to attend Select Board meetings to take minutes and operate camera.

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT**

**PROFESSIONAL SERVICES**

Account		FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0102-0101	Full Time Wages	87,000	159,000	-	-	-	-	-	-	-
0102-0501	FICA & Medicare	6,387	10,954	-	-	-	-	-	-	-
0102-0505	ICMA/MPERS	8,700	16,059	-	-	-	-	-	-	-
0101-0510	Health Insurance	17,783	24,541	-	-	-	-	-	-	-
0102-3001	General Legal	11,622	-	74,422	74,568	55,926	81,055	81,055	77,550	-
0102-3042	Bond Counsel	-	4,910	1,215	-	-	-	-	-	-
0102-3002	Codes & Planning Legal	1,355	-	26	-	-	-	-	-	-
0102-3004	Personnel Legal	990	-	-	-	-	-	-	-	-
0102-3005	Other Legal	-	2,712	1,006	1,000	1,266	1,000	1,000	1,000	-
0102-3007	Engineering Professional Services	15,578	59,875	38,288	18,000	20,674	25,000	20,000	20,000	-
<b>Total Professional Services</b>		<b>149,415</b>	<b>278,051</b>	<b>114,957</b>	<b>93,568</b>	<b>77,866</b>	<b>107,055</b>	<b>102,055</b>	<b>98,550</b>	<b>-</b>
							14.4%	9.1%	5.3%	-100.0%
<i>Change over FY 23</i>										

**0102-3001 General Legal**

Monthly contract stipend with Kelly & Associates for legal services. Applied 8.7% COLA

**0102-3002 Codes & Planning Legal**

Funds for Codes and Planning legal services are no longer needed with an attorney on staff for the town.

**0102-3004 Other Legal**

Specialized legal costs, including outside counsel if necessary.

**0102-3007 Engineering & Professional Services**

Professional fees for engineers and consultants as needed.

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT**

**PLANNING, CODE ENFORCEMENT, COMMUNITY DEVELOPMENT and ASSESSING**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
0103-0101	Full Time Wages	230,196	226,031	240,114	432,700	312,834	495,000	495,000	478,700	
0103-0105	ZBA/PB Minutes Secretary	-	973	834	2,000	-	-	-	-	
0103-0108	Rockland Assessor	-	-	-	-	22,604	30,000	30,000	30,000	
0103-0501	FICA & Medicare	16,903	16,624	17,591	33,500	25,130	40,600	40,600	39,300	
0103-0505	ICMA/MPERS	20,166	28,877	22,071	44,300	24,500	53,600	53,600	52,000	
0103-0510	Health Insurance	66,226	59,611	76,721	135,600	91,184	127,000	127,000	127,000	
0103-1001	P&C-Office Supplies	977	1,259	2,313	2,500	633	1,500	1,500	1,500	
0103-1201	P&C-Mileage	2,365	1,358	2,518	3,000	1,631	1,500	1,500	1,500	
0103-1202	P&C-Professional Development	1,134	1,894	790	3,000	503	4,000	4,000	4,000	
0103-1215	P&C-Marketing	83	1,828	788	2,500	2,709	2,000	2,000	2,000	
0103-3011	P&C-Printing	-	424	186	500	-	250	250	250	
0103-3012	P&C-Organization Dues	6,513	505	415	1,000	314	1,300	1,300	1,300	
0103-3110	Assessing-Office Supplies	2,105	424	859	14,150	13,894	1,400	1,400	1,400	
0103-3111	Assessing-Mileage/Lodging	601	-	78	6,500	4,188	4,200	4,200	4,200	
0103-3112	Assessing-Prof. Development	1,353	665	529	5,575	3,866	5,200	5,200	5,200	
0103-3113	Assessing-Organiz. Dues	240	185	280	660	620	700	700	700	
0103-1230	Conservation Commission	127	-	-	-	-	-	-	-	
0103-1231	Zoning Board	745	-	-	-	-	-	-	-	
0103-1233	Historic Resources	810	-	-	-	-	20,000	-	-	
0103-1236	Planning Board	1,951	3,921	3,960	1,500	915	1,000	1,000	1,000	
0103-1237	Comprehensive Plan	-	-	-	-	-	-	-	-	
0103-3013	Equipment Maintenance	1,475	1,277	1,918	3,000	363	1,500	1,500	1,500	
0103-3165	Assessor's Contract	70,938	72,000	74,500	-	-	-	-	-	
0103-1208	Records Preservation	-	-	-	-	-	-	-	-	
0103-4018	Community Projects	-	-	300	-	-	-	-	-	
0103-1238	Committee Projects	-	-	-	-	-	-	-	-	
0103-0163	Summer Internship	-	2,500	-	-	-	-	-	-	
<b>Total Planning, Codes, Community Development, and Assessing</b>		<b>424,908</b>	<b>420,356</b>	<b>446,765</b>	<b>691,985</b>	<b>505,888</b>	<b>790,750</b>	<b>770,750</b>	<b>751,550</b>	<b>-</b>
							14.3%	11.4%	8.6%	-100.0%
							Change over FY 23			

- 0103-0101 **Full Time Wages**  
Planning/Dev/Codes Office - 6  
Planning and Development Director, Code Enforcement Officer, Planner, Admin  
Assessor and Deputy Assessor. Rockport and Rockland contract with Camden and reimburse for Assessing services.
- 0103-0105 **ZBA/Planning Board Minutes Secretary**  
Wages for attendance and production of minutes for every meeting.
- 0103-0501 **FICA & Medicare**  
Required 7.65% employer contribution to Social Security & Medicare
- 0103-0505 **ICMA/MPERS**  
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%
- 0103-0510 **Health Insurance**  
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 0103-1001 **P & C Office Supplies**  
P&C/Assessing - Paper, pens, pencils, binders. Includes ink for printers & plotter. Filing cabinets for records storage  
Zoning map printing, tools and miscellaneous supplies
- 0103-1201 **P & C Mileage**  
Mileage reimbursement when staff uses personal vehicle for work purposes; reimbursement is based on IRS rate as of Jan 1st each year.

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT**

- 0103-1202 **P & C Professional Development**  
Training, workshops, conferences to meet certification requirements and stay current with state and federal laws.  
Maine Building Officials and Inspectors Association, International Code Council, American Planning Association - AICP,  
Northern New England Planning Association - Conference, Maine CEO Training Program, Build Maine, Maine Municipal  
Association, Code Books
- 0103-1215 **P & C Marketing/Community Development**  
This account funds the Town's community and economic development efforts.
- 0103-3011 **P & C Printing**  
Notices/Business Cards, Permit and applications etc.
- 0103-3012 **P & C Organization Dues**  
Annual membership dues for organizations including: MBOIA, MCEOA, Maine Development Foundation,  
International Code Council, Maine CEO Certifications, American Planning Association - Northern New England Chapter
- 0103-3110 **Assessing - Office Supplies**  
Tax map printing, tools and miscellaneous supplies.
- 0103-3111 **Assessing - Mileage/Lodging**  
Lodging for multi-day conferences: PTS, PTI, MAAO, Vision, etc.  
Mileage for travel to conferences
- 0103-3112 **Assessing - Professional Development**  
Includes courses for certification: PTS, PTI, MAAO, Maine Revenue IAAO, etc.
- 0103-3113 **Assessing - Organization Dues**  
Annual membership dues for organizations including ME Chapter, MAAO, CMAAO, IAAO etc.
- 0103-1233 **Historic Resources**  
Funding included in Committee Projects below
- 0103-1236 **Planning Board**  
Meeting minutes and camera operator services as needed  
Includes advertising costs which are offset with applicant's fees
- 0103-3011 **Printing**  
Notices, Business Cards
- 0103-3013 **Equipment Maintenance**  
Maintenance agreements, repair for copier, &  
General office equipment repair & maintenance
- 0103-4018 **Committee Projects**  
To help support projects and initiatives of committees and commissions
- 0103-0163 **Summer Internship**  
Funding for a summer intern to help with a number of sustainability/climate change resiliency projects

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT**

**INFORMATION TECHNOLOGY**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0104-3008 Maintenance/Technical Services	25,143	31,065	31,541	32,000	25,863	50,000	50,000	50,000	
0104-3013 Licensing/Streaming/Domain	31,963	38,896	59,634	63,000	55,331	-	-	-	
0104-3019 Mapping/GIS/Assessing	9,921	9,729	26,906	25,000	16,714	-	-	-	
0104-NEW Assessing - CAMA	-	-	-	-	-	14,500	14,500	14,500	
0104-NEW Municipal GIS	-	-	-	-	-	7,000	7,000	7,000	
0104-NEW Operational Software	-	-	-	-	-	59,500	59,500	59,500	
0104-NEW Website/Comm. Software	-	-	-	-	-	12,650	12,650	12,650	
0104-NEW Audio/Video Systems	-	-	-	-	-	2,000	2,000	2,000	
0104-3046 Internet Services	5,011	5,544	5,966	5,500	3,856	5,500	5,500	5,500	
0104-3520 Computer (Hardware)	11,869	14,319	21,510	17,000	12,948	15,000	15,000	15,000	
<b>Total Information Technology</b>	<b>83,907</b>	<b>99,553</b>	<b>145,557</b>	<b>142,500</b>	<b>114,712</b>	<b>166,150</b>	<b>166,150</b>	<b>166,150</b>	<b>-</b>
						16.6%	16.6%	16.6%	-100.0%

*Change over FY 23*

**NOTE:** These accounts cover all main IT network systems and equipment for all departments within the Town Office, Opera House, Public Safety and Public Works offices

0104-3008 **Maintenance/Technical Services**  
Monthly Service Fee for Equipment and antivirus software (TO/OH, PS, PW) - \$39,000 (\$3,181/mo. TO, FD, PD, PW)  
General IT Services - Any IT troubleshooting outside monthly contract to maintain equipment (TO/OH, PS, PW) - \$10,000  
Printer Maintenance

0104-NEW **Assessing - CAMA**  
Mobile Assessor (Shared with Rockport) - \$3,000  
Vision (assessing software) - \$8,900  
CAI Web Hosting (online assessor) - \$2,400

0104-NEW **Municipal GIS**  
GIS support for the tax and land use maps.  
GIS in Vision - \$1,000  
X2 Arc GIS Licenses for Assessing - \$400  
Web GIS - Support - \$500  
NearMap - \$5,000

0104-NEW **Operational Software**  
Office 365 Licenses 20,000  
Adobe Pro DC 1,200  
TRIO Municipal Software 18,000  
Payroll Outsourcing Services 15,000  
iWork Permitting Software 5,000

0104-NEW **Website/Communication Software**  
eCode 360 Licensing \$1,200  
Text My Gov - \$2,600  
Revize Hosting Software/Suppo \$6,650 (\$1900 website hosting, remainder interactive forms/revamp of website)  
Zoom Licensing \$1,700  
.gov Domain Licensing \$500

0104-NEW **Audio/Video Systems**  
A/V system hardware and software support

0104-3046 **Internet Services**  
Lincolnville Communications Inc. - Internet Fee \$430 per month

0104-3520 **Computers (Hardware)**  
Workstation and laptop replacement as per replacement schedule - A. Caler, Patrol Right, Patrol Left, J. Sukeforth, W. Butler: \$9,000  
Replacement of telephone system @ Public Safety Bldg

Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**INSURANCES**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0105-2501 General Liability	64,503	70,437	76,282	75,000	93,568	78,000	78,000	78,000	
0105-2509 Unemployment Insurance	21,020	25,562	27,159	28,000	17,133	29,000	29,000	29,000	
0105-2510 Workers Comp Insurance	118,892	108,594	149,575	153,000	75,726	135,000	135,000	135,000	
0105-2512 Retiree Life Insurance	1,266	1,187	1,795	1,700	826	1,700	1,700	1,700	
<b>Total Insurances</b>	<b>205,681</b>	<b>205,780</b>	<b>254,811</b>	<b>257,700</b>	<b>187,253</b>	<b>243,700</b>	<b>243,700</b>	<b>243,700</b>	<b>-</b>
						-5.4%	-5.4%	-5.4%	-100.0%

*Change over FY 23*

**0105-2501 General Liability**

General Liability - Estimated premium covers Auto, Property, Faithful Performance of Duty, Police Liability and Public Officials Liability.

**0105-2509 Unemployment Insurance**

Unemployment is paid on the first \$12,000 of wages per employee

**0105-2510 Workers Comp Insurance**

The Town is insured through MEMIC (Maine Employers Mutual Insurance Company).

The premium level is established based on Camden's workplace injury rate, lost time and classification rate.

**0105-2512 Retiree Life Insurance**

In the past this has been budgeted with employee health insurance line.



**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**OPERA HOUSE/TOWN OFFICE BUILDING**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
	Account	Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
0106-0101	Full Time Wages	28,052	25,549	12,510	33,800	25,030	14,700	14,700	14,400	
0106-0105	Part Time Wages	-	-	11,262	-	-	-	-	-	
0106-0110	Overtime	37	-	98	2,000	-	500	500	500	
0106-0501	FICA & Medicare	2,118	1,933	1,816	2,800	1,871	1,200	1,200	1,200	
0106-0505	ICMA/MPERS	1,168	1,614	2,583	3,700	2,950	1,600	1,600	1,600	
0106-0510	Health Insurance	9,945	6,725	3,439	10,500	7,139	3,800	3,800	3,800	
0106-1006	Supplies (Cleaning & Building)	2,834	2,736	1,448	2,600	403	2,500	2,500	2,500	
0106-1501	Electricity	10,069	9,044	9,884	12,000	6,357	10,000	10,000	10,000	
0106-1505	Heat	12,963	10,816	17,688	12,500	16,247	12,500	12,500	12,500	
0106-1503	Solar Electricity Delivery	152	196	202	200	160	200	200	200	
0106-1510	Water/Sewer	1,404	1,288	1,427	1,500	1,085	1,500	1,500	1,500	
0106-2030	Building Maintenance	11,308	2,597	8,923	6,500	6,428	6,500	6,500	6,500	
0106-3014	Cleaning (contracted)	-	-	-	500	-	26,000	26,000	26,000	
0106-3016	Heating/HVAC Maintenance	2,808	2,194	8,106	8,000	9,438	8,000	8,000	8,000	
0106-3026	Sprinkler/Elevator Maintenance	1,050	190	183	1,000	1,203	1,200	1,200	1,200	
0106-3035	Security Services	528	248	1,260	500	209	750	750	750	
0106-3515	Buildings	3,067	703	1,200	2,000	-	1,000	1,000	1,000	
Total OH/Town Offices		87,503	65,833	82,029	100,100	78,520	91,950	91,950	91,650	-
							-8.1%	-8.1%	-8.4%	-100.0%
Change over FY 23										
0106-0101	Full Time Wages									
Asst. Manager/Facility Director (25% funded in this budget; 75% in Opera House/Auditorium budget)										
0106-0501	FICA & Medicare									
7.65% of covered wages										
0106-0505	ICMA/MPERS									
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%										
0106-0510	Health Insurance									
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.										
0106-1006	Supplies (Cleaning & Bldg)									
Paper goods, light bulbs, cleaning supplies, small hardware items, cleaning equipment repair, misc. paint and maintenance supplies. 50% of those items shared with Opera House Auditorium budget										
0106-1501	Electricity									
50% of building costs shared with Opera House Auditorium budget										
0106-1505	Heat									
60% of heating costs for the building. In recent years, energy conservation measures have reduce fuel consumption										
0106-1510	Water /Sewer									
50% shared with Opera House Auditorium budget										
0106-2030	Building Maintenance									
Allowance for electrical, plumbing, glass, paint, carpentry, repairs and maintenance, sprinkler system, and heating/ventilation system repairs. 50% shared with Opera House/Auditorium budget for shared systems										
0106-3014	Cleaning (contracted)									
Custodial contractors to clean building interior as a replacement for custodian, 50% shared with Opera House										
0106-3016	Heating/HVAC Maintenance									
Includes 50% costs for maintenance and repairs outside of maintenance agreements										
0106-3026	Sprinkler System Maint									
Includes 50% costs maintenance/inspections and repairs outside of maintenance agreements										
0106-3035	Security Services									
50% costs of maintenance agreement and monitoring services for Northeast Security, plus allowance for repairs Monitoring covers sprinkler, fire alarms and low heat										
0106-3515	Small equipment/furnishings									
Building equipment, replacement furniture and fixtures										

Town of Camden, Maine  
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**OPERA HOUSE/AUDITORIUM - MOVED TO SPECIAL A SPECIAL REVENUE DEPT.**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0107-0101 Full Time Wages	115,872	117,804	109,533	139,300	104,210				
0107-0105 Part Time Wages	25,927	30,462	37,565	29,700	23,713				
0107-0110 Overtime	100	-	-	2,000	-				
0107-0501 FICA & Medicare	10,682	10,701	10,286	13,000	9,206				
0107-0505 ICMA/MPERS	12,336	13,258	15,287	17,300	12,456				
0107-0510 Health Insurance	46,319	43,545	40,474	48,700	35,278				
0107-1001 Office Supplies	1,372	1,030	1,822	1,500	958				
0107-1006 Supplies (Cleaning & Bldg)	1,918	2,720	1,709	2,500	593				
0107-1202 Professional Development	-	18	36	1,000	100				
0107-1209 Box Office	6,421	2,511	6,854	2,500	6,121				
0107-1215 Marketing	15,640	18,010	13,836	15,000	14,350				
0107-1501 Electricity	9,778	9,009	9,883	10,000	6,356				
0107-1505 Heat	8,581	7,210	11,791	8,500	10,955				
0107-1510 Water/Sewer	1,404	1,114	1,427	1,500	1,085				
0107-1520 Communications	793	600	600	1,000	450				
0107-2020 Equipment	-	40	-	-	-				
0107-2021 Sound System Maintenance	624	596	319	750	610				
0107-2022 Stage Light Maintenance	183	419	574	750	747				
0107-2030 Building Maintenance	1,452	1,857	5,729	5,000	2,944				
0107-3013 Equipment Maint Contracts	-	-	-	-	-				
0107-3014 Cleaning	-	-	-	1,000	-				
0107-3016 Heating/HVAC Maintenance	2,584	2,564	8,022	7,000	8,428				
0107-3026 Sprinkler/Elevator Maint	4,433	4,104	4,390	5,500	6,114				
0107-3035 Security Services	528	248	1,260	1,000	209				
0107-3525 Small Equipment/Furnishings	4,302	4,020	747	3,000	1,966				
<b>Total OH/Auditorium</b>	<b>271,249</b>	<b>271,840</b>	<b>282,144</b>	<b>317,500</b>	<b>246,849</b>	-	-	-	-
						-100.0%	-100.0%	-100.0%	-100.0%
						Change over FY 23			

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Public Safety  
05-01 POLICE DEPARTMENT**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
0501-0101	Full Time Wages	606,379	602,142	585,419	747,200	536,281	824,800	824,800	816,500	
0501-0105	Part Time Wages	-	-	-	1,000	1,246	1,000	1,000	-	
0501-0110	Overtime	53,455	45,191	47,313	55,000	56,263	55,000	55,000	55,000	
0501-0120	Parking Officer	30,650	10,391	45,627	47,900	27,492	48,000	48,000	48,000	
0501-0121	Police Special Duty	3,472	1,400	1,840	3,750	1,470	3,750	3,750	3,750	
0501-0123	Administrative Assistant	44,021	47,467	48,961	52,000	38,844	58,000	58,000	56,900	
0501-NEW	Inlnd Hbrmstr/Lake Patrol	-	-	-	-	-	11,500	11,500	11,500	
0501-NEW	Community Liaison Officer	-	-	-	-	-	50,000	50,000	50,000	
0501-0501	FICA & Medicare	55,909	53,445	54,719	69,400	49,224	77,100	77,100	75,900	
0501-0505	ICMA/MPERS	64,554	69,297	76,349	95,000	72,780	115,300	115,300	112,200	
0501-0510	Health Insurance	246,474	240,709	246,682	298,000	185,171	319,000	319,000	319,000	
0501-1001	Office Supplies	3,649	4,079	5,081	4,500	2,647	5,000	5,000	5,000	
0501-1004	Advertising & Recruitment	824	-	617	300	130	500	500	500	
0501-1007	Ticket Supplies	3,786	150	3,738	4,500	288	4,500	4,500	4,500	
0501-1014	Gas/Diesel	11,192	7,006	13,211	13,500	7,626	15,000	15,000	15,000	
0501-1201	Mileage	25	196	-	1,000	130	500	500	500	
0501-1202	Training/Professional Developmen	7,210	6,724	7,769	8,500	7,860	17,000	17,000	17,000	
0501-1205	Uniforms/Clothing-Cleaning	5,034	7,003	5,123	6,000	4,977	26,000	26,000	26,000	
0501-NEW	Bicycle Patrol	-	-	-	-	-	16,000	16,000	-	
0501-1520	Communications	11,569	10,262	11,225	11,500	9,075	12,000	12,000	12,000	
0501-2005	Vehicle Repairs	5,222	11,285	8,112	8,500	3,555	10,000	10,000	10,000	
0501-2025	Radios	-	207	224	1,500	21	1,500	1,500	1,500	
0501-3009	Union Negotiations	-	-	-	-	-	-	-	-	
0501-3012	Organization Dues	100	200	100	500	200	500	500	500	
0501-NEW	Equipment Maint. Contract	-	-	-	-	-	1,500	1,500	1,500	
0501-3018	Animal Control	6,113	7,410	21,019	7,000	6,548	10,000	10,000	10,000	
0501-3525	Small Dept Equipment	8,851	9,415	9,992	10,000	3,903	19,700	19,700	9,700	
<b>Total Police Dept</b>		<b>1,168,489</b>	<b>1,133,979</b>	<b>1,193,121</b>	<b>1,446,550</b>	<b>1,015,731</b>	<b>1,703,150</b>	<b>1,703,150</b>	<b>1,662,450</b>	<b>-</b>
							17.7%	17.7%	14.9%	-100.0%

*Change over FY 23*

- 0501-0101 **Full Time Wages**  
11 full time sworn officers:  
Chief (1), Lieutenant (1), Sergeants (2), Detective (1), Patrol Officers (6)  
Wages for Patrol/Sergeants/Detective fall under the union contract and are established for FY 24.
- 0501-0105 **Part Time Wages**  
Part-time wages to fill in when an officer is off duty due to vacation, sick leave, or compenstory time usage.
- 0501-0110 **Overtime**  
Funds weekend night coverage, court appearances, investigations and mandated/specialized training.  
Also includes coverage for special events (firework events, Windjammer Weekend, Halloween, Christmas by the Sea, Toboqqan Nationals, parades, etc.).
- 0501-0120 **Parking Enforcement Officer**  
One full time position. Position also provides coverage for front desk
- 0501-0123 **Administrative/Clerical**  
40 hour/wk coverage for front office reception
- 0501-0501 **FICA & Medicare**  
Required 7.65% employer contribution to Social Security & Medicare
- 0501-0505 **ICMA/MPERS**  
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%
- 0501-0510 **Health Insurance**  
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 0501-1001 **Office Supplies**  
General office, copier and computer supplies for all Police Department activities. Includes postage.
- 0501-1004 **Advertisina**
- 0501-1007 **Ticket Supplies**  
Software maintenance fee for electronic ticketing; tickets, chalk, ticket books, parking boot supplies.
- 0501-1014 **Gas/Diesel**  
Fuel for police vehicles
- 0501-1201 **Mileage**  
Mileage at IRS rate for business travel (training or court) when a cruiser is not available  
Includes mileage for officer to attend the Police Academy training (Vassalboro)

**Town of Camden, Maine  
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**0501-1202 Training/Professional Development**

Training is a major need and statutory requirement for the department, and reduces liability  
On-going training includes firearms certification/re-certification at least annually.  
Training funds include costs for workshop/seminar/MCJA, plus meals reimbursement, and lodging that may be required.  
Sending 3 officers to Police Academy @ \$3k each

**0501-1205 Uniforms/Clothing Allowance**

Cost of ballistic vests, helmets and uniforms. Includes uniform cleaning.  
Complete outfitting of 3 new officers, including Academy clothing

**0501-NEW Bicycle Patrol**

Initial 'start-up' costs for National Police Mountain Bike Assn. certification of 4 officers, uniforms/duty gear, 2 bicycles/gear, maintenance, bike racks for cruisers, etc.

**0501-1520 Communications**

Includes office lines, cell phones, lobby phone and maintenance contract of telephone recording system.  
Also includes in-car data terminal connections and video recording maintenance.

**0501-2005 Vehicle Repairs**

Oil changes, fluids, tires, brakes, service provided by Camden Public Works. All cruiser repairs, parts and labor by dealerships.

**0501-2025 Mobile Equipment Repair**

Repairs as needed for all radios, radar units, radar boards, cruiser video systems.

**0501-3009 Union Negotiations**

The current Union contract expires 6/30/2025. No appropriation is necessary now that the Town has a staff attorney

**0501-3012 Organization Dues**

Maine & International Police Chiefs Assoc, FBI LEEDA, memberships for supervisory staff.

**0501-NEW Equipment Maintenance Contract**

Copier Lease

**0501-3018 Animal Control**

By State law, municipalities are required to have a shelter for stray animals. PAWS Animal Center serves as the Town's rescue shelter. This account funds that contract and other animal control expenses that might arise.

**0501-3525 Small Equipment**

Funds equipment necessary to carry out the duties associated with law enforcement such as safety supplies, targets, range equipment, radios, radars, video systems, cruiser equipment, emergency lighting, Tazers and Tazer cartridges, etc. Additionally, replacement of 3 radar units in cruisers

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Public Safety  
05-03 COUNTY DISPATCH**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0503-3036 Dispatch Services	152,278	160,237	158,927	163,205	163,813	190,650	190,650	190,650	
<b>Total County Dispatch</b>	<b>152,278</b>	<b>160,237</b>	<b>158,927</b>	<b>163,205</b>	<b>163,813</b>	<b>190,650</b>	<b>190,650</b>	<b>190,650</b>	<b>-</b>
						16.8%	16.8%	16.8%	-100.0%

Change over FY 23

**County Dispatch**

This is the cost of Camden's share of the Knox County Dispatch services.

**County Taxes and Dispatch Fees  
2022 and 2023 Budgets**

	2022 <i>Certified State Valuations 1/13/2022</i> STATE VALUATION	1.5% Overlay 0.00106261 COUNTY TAX	Dispatch/PSAP Fees	Combined Tax & Fees	2023 <i>Proposed State Valuations</i> STATE VALUATION	1.5% Overlay 0.001048536 COUNTY TAX	Dispatch/PSAP Fees	Combined Tax & Fees
<b>MUNICIPALITY</b>								
Appleton	\$147,360,000	\$154,449.39	\$44,014	\$193,343	\$164,050,000	\$172,012.37	\$51,416	\$223,428
Camden	\$1,478,800,000	\$1,550,575.41	\$163,205	\$1,717,410	\$1,660,500,000	\$1,741,094.44	\$190,650	\$1,931,744
Cushing	\$335,350,000	\$351,625.83	\$46,853	\$395,691	\$382,450,000	\$401,012.69	\$54,732	\$455,744
Friendship	\$278,300,000	\$291,807.64	\$35,623	\$316,675	\$313,650,000	\$328,873.39	\$41,614	\$370,487
Hope	\$235,550,000	\$246,982.71	\$52,967	\$293,618	\$266,300,000	\$279,225.20	\$61,874	\$341,099
Isle Au Haut	\$74,150,000	\$77,748.96	\$2,870	\$85,841	\$70,250,000	\$73,659.67	\$3,352	\$77,012
Matineus Isle Plantation	\$33,700,000	\$35,335.67	\$1,528	\$38,880	\$35,850,000	\$37,590.02	\$1,786	\$39,376
North Haven	\$364,750,000	\$382,453.60	\$13,008	\$380,853	\$409,300,000	\$429,165.89	\$15,195	\$444,361
Owls Head	\$415,600,000	\$435,771.67	\$46,915	\$487,656	\$460,150,000	\$482,483.96	\$54,805	\$537,289
Rockland	\$897,750,000	\$941,323.42	\$216,359	\$1,146,135	\$983,150,000	\$1,030,868.41	\$252,742	\$1,283,611
Rockport	\$1,029,250,000	\$1,079,205.93	\$113,670	\$1,210,043	\$1,212,950,000	\$1,271,822.04	\$132,785	\$1,404,607
St. George	\$918,700,000	\$963,290.25	\$80,916	\$1,026,643	\$1,078,100,000	\$1,130,426.93	\$94,523	\$1,224,950
South Thomaston	\$309,350,000	\$324,364.69	\$47,134	\$363,717	\$341,150,000	\$357,708.14	\$55,060	\$412,768
Thomaston	\$388,750,000	\$407,618.47	\$85,439	\$493,979	\$455,750,000	\$477,870.40	\$99,807	\$577,677
Union	\$277,800,000	\$291,283.37	\$74,334	\$357,133	\$324,150,000	\$339,883.03	\$86,835	\$426,718
Vinellhaven	\$534,200,000	\$560,128.06	\$40,302	\$601,012	\$573,750,000	\$601,597.67	\$47,079	\$648,677
Warren	\$372,350,000	\$390,422.47	\$151,757	\$512,308	\$425,250,000	\$445,890.04	\$177,277	\$623,167
Washington	\$174,900,000	\$183,388.99	\$19,660	\$231,116	\$191,300,000	\$200,584.98	\$58,011	\$238,596
Sub-Total	\$8,266,550,000	\$8,667,777	\$1,266,356	\$9,934,333	\$9,348,050,000	\$9,801,769	\$1,479,542	\$11,281,311
Unorganized Territory	\$22,000,000	\$23,667.80	\$0	\$23,668	\$22,500,000	\$23,592.67	\$0	\$23,592
Lincolnville		\$0	\$10,653	\$10,653		\$0	\$12,445	\$12,445
<b>TOTAL</b>	<b>\$8,288,550,000</b>	<b>\$8,690,845</b>	<b>\$1,277,209</b>	<b>\$9,968,054</b>	<b>\$9,370,550,000</b>	<b>\$9,825,361</b>	<b>\$1,491,986</b>	<b>\$11,317,348</b>
		2.26%	0%			13.05%	17%	
2022 Tax Assessment	\$8,677,340				2023 Tax Assessment	\$9,680,159		
Assessment + Overlay=		\$8,807,500			Assessment + Overlay=		\$9,825,361	
			Overlay \$130,160				Overlay \$145,202	

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Public Safety  
05-04 FIRE & RESCUE DEPARTMENT**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0504-0101 Full Time Wages	215,611	225,928	234,655	270,000	201,866	299,000	299,000	287,200	
0504-0105 Part Time Wages	12,623	6,959	31,464	45,000	12,771	48,000	48,000	48,000	
0504-0110 Overtime	23,643	21,845	31,015	30,000	22,598	30,000	30,000	30,000	
0504-0125 Call Firefighters Payroll	42,342	41,105	43,900	53,000	34,464	60,000	60,000	60,000	
0504-0126 Training Payroll	33,334	19,779	18,429	25,000	14,549	28,000	28,000	28,000	
0504-0501 FICA & Medicare	23,925	22,880	26,417	33,000	21,171	35,600	35,600	34,700	
0504-0505 ICMA/MPERS	23,777	26,913	31,263	35,900	26,854	41,400	41,400	40,100	
0504-0510 Health Insurance	68,191	95,663	92,808	99,000	71,864	108,900	108,900	108,900	
0504-1001 Software/Office Supplies	2,270	2,082	2,404	2,600	1,826	2,600	2,600	2,600	
0504-1005 Dues & Publications	532	1,125	445	800	555	800	800	800	
0504-1008 Equipment Supplies	18,441	10,233	12,177	12,500	190	13,000	13,000	13,000	
0504-1014 Gas/Diesel/Oil	2,889	2,716	6,040	3,500	3,212	4,500	4,500	4,500	
0504-1201 Mileage	193	415	346	500	810	1,000	1,000	1,000	
0504-1202 Training/Professional Developmen	2,489	7,007	11,009	7,200	2,038	7,500	7,500	7,500	
0504-1205 Uniforms/Clothing	2,351	2,400	1,985	2,000	225	2,200	2,200	2,200	
0504-1217 Respiratory Standards Program	175	195	1,674	500	330	300	300	300	
0504-1218 HB Vaccine	-	-	-	100	-	-	-	-	
0504-1219 Hose	1,100	1,045	1,275	1,500	-	1,500	1,500	1,500	
0504-1520 Communications	3,529	3,841	3,698	3,600	3,316	4,100	4,100	4,100	
0504-2005 Vehicle Repairs	8,063	19,158	10,855	12,000	9,390	30,500	30,500	30,500	
0504-2020 Equipment Repairs	2,649	2,415	2,194	5,000	2,387	7,000	7,000	7,000	
0504-3525 Small Dept Equipment	6,841	12,558	10,595	11,000	4,586	12,000	12,000	12,000	
0504-3153 Hose Testing	3,979	1,991	7,571	8,000	9,225	10,000	10,000	10,000	
<b>Total Fire Dept</b>	<b>498,947</b>	<b>528,253</b>	<b>582,219</b>	<b>661,700</b>	<b>444,227</b>	<b>747,900</b>	<b>747,900</b>	<b>733,900</b>	<b>-</b>
						13.0%	13.0%	10.9%	-100.0%

*Change over FY 23*

0504-0101 **Full Time Wages**  
The Department has 4 full time positions.  
The full-time firefighters each work an average of 42 hour weeks; therefore 2 hours are paid at the OT rate. Full-time personnel are either certified Code Enforcement Officers or licensed Emergency Medical Service providers.

0504-0105 **Part Time Wages**  
Part-time to fill in for full-time firefighters' absences for vacation, sick leave or compensatory time usage.  
Boosted due to wage increase and need to maintain staff during the daytime hours.

0504-0110 **Overtime**  
Overtime wages are for hours worked beyond regular wages (beyond the 2 hours each week for full-time staff); as well as holiday pay. By averaging of the hours, each firefighter receives 2 hours of overtime each week. Holiday pay is figured at 12 hours straight pay for the off-duty firefighter - 12 hours straight pay for the holiday if a scheduled firefighter takes the day off or 12 hours of time and a half if the scheduled firefighter works the holiday.

0504-0125 **Part-Time/Call Firefighter Payroll**  
The part-time, on-call payroll varies depending on the volume of calls for service and the number of personnel who answer the call. This includes fire calls, meetings, setting up voting space and other duties as assigned.  
The increase represents the need to provide a minimum call time wage.

0504-0126 **Training Payroll**  
The training payroll is for regularly scheduled and special training events for on-call Firefighters.

0504-0501 **FICA & Medicare**  
Required 7.65% employer contribution to Social Security & Medicare

0504-0505 **ICMA/MPERS**  
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town.  
The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%

0504-0510 **Health Insurance**  
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.

0504-1001 **Software & Office Supplies**  
Includes the Department's records of keeping and reporting web based subscription.

0504-1005 **Dues & Publications**  
Dues payable to professional associations such as National Fire Protection Assn, Int'l Assn Fire Chiefs, Knox County Mutual Aid, ME State Federation of Firefighters and publications.

**Town of Camden, Maine  
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- 0504-1008 **Personal Protective Equipment**  
Regular issued gear for Firefighters including: turnout gear, gloves, boots, etc.  
National Fire Protection Assn (NFPA) requires replacement every 10 years.
- 0504-1014 **Gas/Diesel/Oil**
- 0504-1201 **Mileage**  
Mileage reimbursement when staff uses personal vehicles for work purposes (IRS rate: As of January 1st of each year)
- 0504-1202 **Training/Professional Development**  
This account is for specialty drills and trainings that enhance the basic training offered by the Fire Department.  
Examples include: water rescue, confined space, extrication, etc.  
Workshops/training offered by the Maine Fire Chiefs and Int'l Assn of Fire Chiefs.  
Also includes training to assist the Planning & Codes Office.  
This year also includes an on-line training subscription we are using.
- 0504-1205 **Uniforms/Clothing Allowance**  
This funds uniforms for the 4 full time personnel and uniforms for part time firefighters
- 0504-1217 **Respiratory Standards Program**  
Annual medical evaluations required for use of breathing apparatus  
Mask fit tests and breathing air quality testing  
Includes primary check for new members and yearly medical clearance
- 0504-1218 **HB Vaccine/Drug screening**  
Estimate for new members. Includes random drug screening for full-time personnel
- 0504-1520 **Communications**  
Fire Department phones (2) in Public Safety Building and VZW iPads for Engines 4 & 5  
2 Department cell phones
- 0504-2005 **Vehicle Repairs**  
Preventative maint, oil & filter changes.
- 0504-2020 **Equipment Repairs**  
Yearly maintenance programs and repair as needed. Includes: Aerial & ground ladder tests @ \$1,500,  
Annual flow testing of self-contained breathing apparatus (SCBA) \$2,000; SCBA battery replacement \$150.  
General repairs of pagers and radios, SCBA, personal protective equipment  
General repairs resulting from daily use of equipment or issues found during service testing
- 0504-3525 **Small Department Equipment**  
Specialized equipment purchases, replacement of old pagers.  
Continued upgrade/replacement of radios - mobile and portable
- 0504-3153 **Hose Testing**  
All hoses tested annually per industry standards.  
Annual pump service testing as required by NFPA standards.

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Public Safety  
05-05 PUBLIC SAFETY BUILDING**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0505-0105 Part Time Wages	1,928	3,329	1,254	5,000	1,705	-	-	-	
0505-0501 FICA & Medicare	201	240	95	385	126	-	-	-	
0505-1006 Building Supplies	1,877	2,962	829	2,800	880	2,800	2,800	2,800	
0505-1501 Electricity	8,603	7,851	9,971	9,500	8,992	10,000	10,000	10,000	
0505-1505 Heat	8,672	6,217	7,606	9,000	8,813	7,000	7,000	7,000	
0505-1510 Water/Sewer	3,401	3,700	3,948	3,700	2,943	3,700	3,700	3,700	
0505-2030 Building Maintenance	6,803	16,639	13,892	10,000	7,053	10,000	10,000	10,000	
0505-NEW Emergency Operations Center	-	-	-	-	-	500	500	500	
0505-NEW Contracted Cleaning Services	-	-	-	-	-	5,000	5,000	5,000	
0505-3016 HVAC Maintenance	2,480	2,480	3,906	6,000	3,388	6,000	6,000	6,000	
0505-3525 Equipment Purchases	2,972	2,950	2,825	3,000	-	3,000	3,000	3,000	
<b>Total Public Safety Building</b>	<b>36,937</b>	<b>46,368</b>	<b>44,326</b>	<b>49,385</b>	<b>33,900</b>	<b>48,000</b>	<b>48,000</b>	<b>48,000</b>	<b>-</b>
						-2.8%	-2.8%	-2.8%	-100.0%

*Change over FY 23*

**0505-1006 Building Cleaning/Custodial Services**

General building supplies and cleaning

**0505-1501 Electricity**

Electrical costs for the Public Safety Building

**0505-1505 Heat**

Fuel consumption in the Public Safety Building

**0505-1510 Water/Sewer**

**0505-2030 Building Maintenance**

Includes general upkeep and maintenance  
General cleaning and preventive maintenance

**0505-NEW Emergency Operations Center**

Funding for training and supplies to support the Emergency Operations Center  
(located in the basement of the Congregational Church)

**0505-NEW Contracted Cleaning Services**

Annual professional cleaning of PSB floors

**0505-3016 Contracted Services/HVAC Maint**

Annual heat/AC/mechanical maintenance agreement, and other repairs as needed  
Reduced because the service contract was re-written with Siemens, Inc.

**0505-3525 Equipment purchases**

Continuous upgrade/upkeep of physical fitness equipment to be used by Fire & Police personnel to maintain wellness  
and fitness required.

**Public Safety  
05-06 Hydrant Assessment**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0506-3031 Hydrant Assessment	234,938	250,785	255,213	263,890	192,305	273,000	273,000	273,000	
<b>Total Hydrant Rental</b>	<b>234,938</b>	<b>250,785</b>	<b>255,213</b>	<b>263,890</b>	<b>192,305</b>	<b>273,000</b>	<b>273,000</b>	<b>273,000</b>	<b>-</b>
						3.5%	3.5%	3.5%	-100.0%

Note: **Hydrant Rental**

*Change over FY 23*

With MPUC approval, Maine Water is permitted to add a charge on customers' bills to reflect the incremental capital costs of Maine Water's infrastructure replacement program.  
Charge (WISC) will be reset to 3.4% on 7/1/2023.



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**05-07 Emergency Medical Services (EMS)**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0507-0112 First Responder Wages		7,600	4,000	27,000	7,077	66,500	66,500	66,500	
0507-NEW First Responder Training Wages	-	-	-	-	-	30,000	30,000	30,000	
0507-0501 FICA/Medicare		-	306	1,530	540	7,400	7,400	7,400	
0507-0505 MPers/ICMA		-	-	2,280	-	4,800	4,800	4,800	
0507-3525 First Responder Equipment		-	10,018	10,000	11,829	10,000	10,000	10,000	
0507-2805 Emergency Medical Services	122,067	122,677	123,941	175,500	130,942	175,500	175,500	175,500	
<b>Total Emergency Medical Services</b>	<b>122,067</b>	<b>130,277</b>	<b>138,265</b>	<b>216,310</b>	<b>150,388</b>	<b>294,200</b>	<b>294,200</b>	<b>294,200</b>	<b>-</b>
						36.0%	36.0%	36.0%	-100.0%
<i>Change over FY 23</i>									

**0507-NEW First Responder Wages**

Upon successful completion of Basic EMT training/licensing, first responders will be compensated for acting in such capacity responding to emergency calls. Includes pay for 2 people to be on-call for EMS overnight.

**0504-0501 FICA & Medicare**

Required 7.65% employer contribution to Social Security & Medicare

**0504-0505 ICMA/MPERS**

Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%

**0507-NEW First Responder Equipment**

Equipment and supplies necessary for first responders to provide basic life support to patients

**0507-2805 Emergency Medical Services**

North East Mobile Health Services provides emergency medical and transport services to the residents of Camden, Rockport, Lincolnville and Hope.

**05-09 Public Safety: Emergency Operations Center**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0509-2810 Emergency Operations Center	500	500	500	500	225	-	-	-	-
<b>Total Emergency Operations Center</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>225</b>	<b>-100.0%</b>	<b>-100.0%</b>	<b>-100.0%</b>	<b>-100.0%</b>
<i>Change over FY 23</i>									
0509-2805 Funding for training and supplies to support the Emergency Operations Center (located in the basement of the Congregational Church)									
<b>Appropriation moved to Public Safety Building</b>									

**Public Safety**

**05-10 STREET LIGHTS**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
0510-1501 Electricity	35,848	10,478	13,195	10,000	13,091	20,000	20,000	20,000	
0510-2035 Downtown Street Lights	3,563	10,285	17,635	15,000	7,453	15,000	15,000	15,000	
0510-3022 Traffic Signal Maintenance	405	2,960	5,467	3,000	-	3,000	3,000	3,000	
<b>Total Street Lights</b>	<b>39,816</b>	<b>23,723</b>	<b>36,297</b>	<b>28,000</b>	<b>20,544</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>-</b>
						35.7%	35.7%	35.7%	-100.0%
<i>Change over FY 23</i>									

**0510-1501 Electricity**

Cost of electrical service of street lights. Anticipated cost savings with switching to municipally owned LED lights.

**0510-2035 Downtown Street Lights**

Repairs and maintenance to street lights, outlets and light bulb replacements.

**0510-3022 Traffic Signal Maintenance**

Includes quarterly scheduled maintenance and other maintenance as needed

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**Public Works  
10-01 PUBLIC WORKS DEPARTMENT**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
1001-0101	Full Time Wages	532,074	565,789	582,021	624,300	462,857	694,400	694,400	677,400	
1001-0105	Part Time Wages	1	-	-	11,000	-	-	-	-	
1001-0110	Overtime	23,447	25,595	29,888	32,000	32,097	32,000	32,000	32,000	
1001-0501	FICA & Medicare	41,024	44,232	45,707	51,300	36,830	55,800	55,800	54,500	
1001-0505	ICMA/MPERS	52,972	55,533	60,334	67,000	47,642	74,100	74,100	72,400	
1001-0510	Health Insurance	256,348	234,302	197,648	236,000	141,097	244,900	244,900	244,900	
1001-0517	Travel Stipend	2,000	2,400	2,400	2,400	1,800	2,400	2,400	2,400	
1001-1001	Office Supplies	589	626	83	500	216	500	500	500	
1001-1006	Supplies (Cleaning & Bldg)	1,354	390	580	1,000	42	1,200	1,200	1,200	
1001-1009	Bldg Hardware Supplies	906	1,882	1,880	2,000	1,225	2,000	2,000	2,000	
1001-1010	Signs	2,960	5,565	6,376	4,500	964	4,500	4,500	4,500	
1001-1013	Safety Equipment	2,774	3,282	3,686	3,500	3,593	3,500	3,500	3,500	
1001-1014	Gas/Diesel/Oil	25,827	23,918	39,987	31,000	32,972	39,000	39,000	39,000	
1001-1016	Downtown Signs	-	-	-	-	-	-	-	-	
1001-1202	Professional Development	-	24	1,223	1,000	25	1,000	1,000	1,000	
1001-1205	Uniforms/Clothing Allowance	3,125	3,125	4,504	3,000	2,781	4,000	4,000	4,000	
1001-1220	Traffic Control Devices	757	508	866	2,000	-	2,000	2,000	2,000	
1001-1221	Winter Salt & Sand	69,965	67,382	83,325	80,000	125,213	132,000	132,000	132,000	
1001-1501	Electricity	4,405	3,727	4,366	4,000	3,311	6,000	6,000	6,000	
1001-1505	Heat	5,438	3,128	4,598	4,500	5,047	5,000	5,000	5,000	
1001-1510	Water/Sewer	1,199	1,161	1,188	1,200	757	1,200	1,200	1,200	
1001-1520	Communications	2,434	2,497	2,579	1,800	1,729	2,500	2,500	2,500	
1001-2025	Radios	798	221	500	500	-	500	500	500	
1001-2030	Building Maintenance	10,354	10,503	7,169	7,000	6,243	7,000	7,000	7,000	
1001-2036	Fuel Depot Maintenance	490	385	1,200	1,000	2,945	-	-	-	
1001-2037	Fleet Maintenance	43,313	40,556	54,453	40,000	42,554	45,000	45,000	45,000	
1001-2038	Plow Maintenance	7,088	9,285	9,593	10,000	3,409	10,000	10,000	10,000	
1001-3021	Drug Testing	904	370	755	1,000	1,015	1,000	1,000	1,000	
1001-3525	Small Dept Equipment	3,307	2,883	2,218	3,744	1,747	7,000	7,000	7,000	
<b>Total Public Works</b>		<b>1,095,853</b>	<b>1,109,269</b>	<b>1,149,127</b>	<b>1,227,244</b>	<b>958,111</b>	<b>1,378,500</b>	<b>1,378,500</b>	<b>1,358,500</b>	<b>-</b>
							<b>12.3%</b>	<b>12.3%</b>	<b>10.7%</b>	<b>-100.0%</b>
		<i>Change over FY 23</i>								
1001-0101	<b>Full Time Wages</b>									
	PW Director and 10 full-time employees									
1001-0105	<b>Part Time Wages</b>									
	Snow removal, downtown street/sidewalk maintenance, trash pick-up, summer/winter coverage									
1001-0110	<b>Overtime</b>									
	Cost of responding to storms, winter maintenance, etc. Estimate based on historical trends									
1001-0501	<b>FICA &amp; Medicare</b>									
	Required 7.65% employer contribution to Social Security & Medicare									
1001-0505	<b>ICMA/MPERS</b>									
	Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%									
1001-0510	<b>Health Insurance</b>									
	Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.									
1001-0517	<b>Travel Stipend</b>									
	Monthly travel stipend for Public Works Director									
1001-1001	<b>Office Supplies</b>									
	Printer Ink, staples, notebooks, binders, folders, pens and other general office supplies									
1001-1006	<b>Supplies (Cleaning &amp; Building)</b>									
	Paper products, cleaning supplies									
1001-1009	<b>Building Hardware Supplies</b>									
	Rakes, shovels, brooms, batteries, flashlights, tools									
1001-1010	<b>Signs</b>									
	Replacement of stolen/damaged street and traffic signs, installing new signs and posts									

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- 1001-1013 **Safety Equipment**  
Hard hats, gloves, eye & hearing protection, first aid kits, crane inspections, fire extinguisher inspections and replacements, fall protection, & chain saw protection & steel toe work boots, reflective rain jackets and rain pants. This line has a small increase of \$300 for increases costs of inspections.
- 1001-1014 **Gas/Diesel/Oil**  
Fuel for trucks and equipment  
Estimate based on 4,500 gals diesel and 5,500 gals gasoline  
Includes 4,000 for motor/hydraulic oil
- 1001-1202 **Professional Development**  
Periodic training for Public Works staff
- 1001-1205 **Uniforms/Clothing Allow**  
Stipend for clothing \$250 for 8 employees= \$2000 and \$1600 per year for 2 mechanic's uniforms, plus 2 'CPW' T-shirts and a ball cap
- 1001-1220 **Traffic Control Devices**  
Work area signs, Cross Walk signs, traffic cones & barricades,
- 1001-1221 **Winter Salt & Sand**  
PW plows, sand/salts approximately 58 miles of Town & State roads and 12 miles of sidewalks  
1,300 tons salt (average); 1,500 cy sand (average); Magnesium flakes (sidewalks)
- 1001-1501 **Electricity**  
Electricity for the Public Works facility and estimated 49% increase has been approved and anticipated
- 1001-1505 **Heat**  
Heating fuel for Public Works facility
- 1001-1510 **Water/Sewer**  
Utility costs for the Public Works facility
- 1001-1520 **Communications**  
Telephone and cell phones
- 1001-2025 **Radios**  
Radio repair
- 1001-2030 **Buildings Maintenance**  
Includes: Maintenance of buildings, plumbing/electrical repair  
Fire extinguisher hydro test replace/refill  
Boiler maintenance & repairs. This was over last budget due to the sewer pump failing and heater in the mechanic bay needing to be repaired.
- 1001-2037 **Fleet Maintenance**  
Tires/brakes and all repair parts, welding supplies
- 1001-2038 **Plow Maintenance**  
Cost of cutting edges, steel, bolts, bed chains
- 1001-3021 **Drug Testing**  
Random drug/alcohol testing, pre-employment testing  
Annual hearing tests
- 1001-3525 **Small Department Equipment**  
(3) 300 gallon double walled waste oil tank to replace the non compliant carbon plastic tanks that are not compliant (3) x \$2,000 + \$1,000 for miscellaneous construction equipment

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Public Works  
10-02 STREETS, HIGHWAYS, BRIDGES, SIDEWALKS**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
1002-2040 Street Maintenance	39,010	26,566	61,792	45,000	21,012	65,000	65,000	65,000	
1002-2041 Sidewalks	1,640	7,969	40,000	40,000	8,737	20,000	20,000	20,000	
1002-2042 Storm Sewers	33,284	36,647	11,696	60,553	13,672	61,000	61,000	61,000	
1002-2043 Trash Disposal	12,469	11,228	12,359	13,000	7,145	18,500	18,500	18,500	
1002-2049 Rental Equipment	28,550	30,435	35,443	25,000	17,871	25,000	25,000	25,000	
1002-2054 Culverts & Basins	4,366	3,501	5,507	8,000	3,157	6,000	6,000	6,000	
1002-3017 Engineering	8,876	3,832	2,245	5,000	2,348	5,000	5,000	5,000	
1002-3023 Street Paving	218,906	435,178	241,892	270,000	120,348	370,000	370,000	370,000	
<b>Total Streets &amp; Sidewalks</b>	<b>347,101</b>	<b>555,356</b>	<b>410,934</b>	<b>466,553</b>	<b>194,290</b>	<b>570,500</b>	<b>570,500</b>	<b>570,500</b>	<b>-</b>
						<b>22.3%</b>	<b>22.3%</b>	<b>22.3%</b>	<b>-100.0%</b>

*Change over FY 23*

**1002-2040 Street Maintenance**

The Town maintains 40 miles of roadways. This account funds:  
Road repairs & cold patch \$2,200  
Paint striping contractor/crosswalks \$48,580 + \$3,744.80 for edge lines = \$52,325  
Erosion control \$2,250  
Gravel, stone, riprap and loam (aprox 350 cu yds @ 23.50/cu yd = \$8,225

**1002-2041 Sidewalks**

The Town has 12 miles of sidewalk to maintain  
This account funds sidewalk repairs & overlays according to condition assessment

**1002-2042 Storm Sewers**

Miscellaneous repairs, replace driveway & cross culverts, catch basin  
repair & replacement frames. This also now included cleaning 718 catch basins and some lines.

**1002-2054 Culverts & Basins**

Replacement of driveway and cross culverts and catch basins, frames/covers  
Estimate based on the number that need to be replaced on lower Lower Park St

**1002-2043 Trash Disposal**

Trash pickup for downtown, all parks, Public Safety, Town Offices  
and roadside dumping. Trash bags, trash container maintenance (increase due to tipping fee increase and can liner increases)

**1002-2049 Rental Equipment** examples:

Wheel loader rental (winter)  
Truck rental for hauling snow

**1002-3017 Engineering**

Professional services as needed for sidewalks, drainage projects, roads, bridges & SPCC Plan

**1002-3023 Street Paving**

Overlays and grinding, crack sealing, repairs according to condition/need assessment

**Town of Camden, Maine  
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**Public Works  
10-04 PARKING LOTS**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
1004-1225	Parking Lot Lease	67,933	65,149	64,431	68,000	64,452	68,000	-	-	
1004-2070	Parking Lot Maintenance	4,305	8,575	8,131	4,000	-	2,000	10,000	10,000	
<b>Total Parking</b>		<b>72,238</b>	<b>73,724</b>	<b>72,562</b>	<b>72,000</b>	<b>64,452</b>	<b>70,000</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
							-2.8%	-86.1%	-86.1%	-100.0%

*Change over FY 23*

1004-1225 **Parking Lot Lease**  
Winter maintenance of leased parking spaces at the Church of Christ Scientist Church on Central St. and the Knox Mill Lease/Purchase of Knowlton Street and Knox Mill Parking Lots - To be off-set with Downtown TIF revenue

1004-2070 **Parking Lot Maintenance**  
Funds repairs, landscaping, striping and maintenance at Town parking lots

**10-05 TREE PROGRAM**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
1005-3033	Tree Maintenance	25,515	51,303	38,345	39,000	18,151	39,000	39,000	39,000	
1005-3034	Shade Tree Planting	2,000	912	2,962	14,000	842	14,000	14,000	14,000	
<b>Total Tree Program</b>		<b>27,515</b>	<b>52,215</b>	<b>41,307</b>	<b>53,000</b>	<b>18,993</b>	<b>53,000</b>	<b>53,000</b>	<b>53,000</b>	<b>-</b>
							0.0%	0.0%	0.0%	-100.0%

*Change over FY 23*

1005-3033 **Tree Maintenance**  
Tree cabling, pruning and removal of dead and potentially dangerous trees

1005-3034 **Shade Tree Planting**  
The Town has historically funded a portion of the cost for residents to plant new or replacement shade trees.  
(This is a program that began with Camden Garden Club 54 years ago, 1/3 Garden Club, 1/3 town, 1/3 resident cost sharing)

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Leisure Services  
20-01 COMMUNITY SERVICES**

Account		FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
2001-2840	American Legion (Memorial Day)	2,500	2,500	2,500	3,000	3,000	3,000	3,000	4,000	
2001-2846	Camden Garden Club	3,000	3,000	3,000	4,000	4,000	5,000	4,000	4,000	
2001-2841	Camden-Rockport Historical	4,000	4,000	4,000	4,000	4,000	8,000	4,000	4,000	
2001-2843	Merryspring, Inc.	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
2001-2844	PenBay YMCA Teen Center	14,500	14,500	-	-	-	-	-	-	
2001-NEW	Megunticook Watershed Associatic	-	-	-	6,500	6,500	6,500	6,500	6,500	
<b>Total Community Services</b>		<b>25,000</b>	<b>25,000</b>	<b>10,500</b>	<b>18,500</b>	<b>18,500</b>	<b>23,500</b>	<b>18,500</b>	<b>19,500</b>	<b>-</b>
							<b>27.0%</b>	<b>0.0%</b>	<b>5.4%</b>	<b>-100.0%</b>

*The requests are presented as submitted*

*Change over FY 23*

Town of Camden, Maine  
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Leisure Services  
20- 02 Camden Public Library

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
2002-2801 Camden Public Library	478,000	493,000	493,000	523,000	392,250	555,000	555,000	555,000	-
<b>Total Camden Public Library</b>	<b>478,000</b>	<b>493,000</b>	<b>493,000</b>	<b>523,000</b>	<b>392,250</b>	<b>555,000</b> 6.1%	<b>555,000</b> 6.1%	<b>555,000</b> 6.1%	<b>-100.0%</b>

*Change over FY 23*

*Annual funding in support of the Camden Public Library*

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Culture and Recreation  
20-03 HARBOR**

Account		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
2003-0101	Full Time Wages	62,849	62,964	62,132	76,900	57,299	85,600	85,600	82,800	
2003-0105	Part Time Wages	8,937	12,351	14,520	12,000	15,420	25,700	25,700	25,700	
2003-0110	Overtime	-	-	-	2,000	-	1,000	1,000	1,000	
2003-0130	Harbor Clerk	20,912	21,924	22,074	24,900	11,945	27,100	27,100	27,100	
2003-0137	Pump-Out Boat Operations	27,243	22,926	28,232	31,300	11,534	32,000	32,000	32,000	
2003-NEW	Public Landing Restrooms	-	-	-	-	-	37,200	37,200	37,200	
2003-0501	FICA & Medicare	8,681	8,591	9,182	10,900	7,448	16,300	16,300	16,100	
2003-0505	ICMA/MPERS	8,393	8,661	9,346	13,300	7,117	12,900	12,900	12,600	
2003-0510	Health Insurance	28,266	28,613	31,040	37,700	19,562	37,000	37,000	37,000	
2003-1001	Office Supplies	-	262	119	600	460	600	600	600	
2003-1004	Advertisement & Recruiting	702	500	-	700	467	1,000	1,000	1,000	
2003-1014	Gas/Diesel/Oil	187	-	152	600	697	800	800	800	
2003-1202	Professional Development	211	220	1,012	1,600	920	1,800	1,800	1,800	
2003-1205	Uniforms/Clothing	546	977	521	900	745	1,200	1,200	1,200	
2003-1206	Submerged Lands Lease	7,722	12,542	11,757	12,500	11,707	12,500	12,500	12,500	
2003-1501	Electricity	1,754	2,803	2,314	3,000	2,759	3,000	3,000	3,000	
2003-1510	Water/Sewer	940	954	875	950	743	1,000	1,000	1,000	
2003-1520	Communications	1,867	1,326	1,509	1,900	845	1,800	1,800	1,800	
2003-2001	General Maintenance	8,333	10,586	9,977	11,000	1,009	11,000	11,000	11,000	
2003-2020	Equipment Maintenance	9,134	21,880	16,351	15,400	5,138	15,400	15,400	15,400	
2003-2025	Radios	-	-	-	200	-	200	200	200	
2003-2045	Curtis Island Lighthouse	750	-	-	500	-	500	500	500	
2003-NEW	Public Lndng Restrooms Maint	-	-	-	-	-	8,500	8,500	8,500	
2003-2507	Boat Insurance	3,957	4,148	4,562	4,200	4,691	4,800	4,800	4,800	
2003-3043	Trash Removal	-	-	-	2,000	-	-	-	-	
2003-3520	Harbor Management Software	1,372	1,868	1,375	2,000	165	5,000	5,000	5,000	
<b>Total Harbor &amp; Landing</b>		<b>202,756</b>	<b>224,096</b>	<b>227,050</b>	<b>267,050</b>	<b>160,671</b>	<b>343,900</b>	<b>343,900</b>	<b>340,600</b>	<b>-</b>
							28.8%	28.8%	27.5%	-100.0%
		<i>Change over FY 23</i>								

**2003-0101 Full Time Wages**

Harbormaster salary for summer season and winter position at the Camden Snow Bowl.

**2003-0105 Part Time Wages**

Deputy Harbormaster generally for 17 weeks @ 20 hrs/week during summer season

Jr Deputy Harbormaster for 16 weeks @ 16 hours/week during peak season

Harbormaster office receptionist for 8 weeks @ 20 hours/week during peak season & 9 weeks @ 12 hours/week

**2003-0130 Harbor Clerk**

This funds administrative/accounting support provided by Town Office staff.

**2003-0137 Pump-out Boat Personnel**

Operator salary (40 hrs/wk x 10 hrs/wk OT)

**2003-0501 FICA & Medicare**

Required 7.65% employer contribution to Social Security & Medicare

**2003-0505 ICMA/MPERS**

Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the

Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town.

The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%

**2003-0510 Health Insurance**

Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.

**2003-1001 Office Supplies**

General office and department supplies

**2003-1004 Advertisement & Recruitment**

Any advertising to the public; ex: Dinghy removal dates

**2003-1014 Gas/Diesel/Oil**

All fuel for the "Welcome", Boston Whaler and the Alcar 21



**Town of Camden, Maine  
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- 2003-1202 **Professional Development**  
Maine Harbormaster's Association classes, Homeland Security training, etc.
- 2003-1205 **Uniforms/Clothing**  
Harbormaster and Deputy Harbormaster's uniforms
- 2003-1206 **Submerged Lands Lease**  
Newly assessed annual fee for submerged lands lease with the State.
- 2003-1501 **Electricity**  
Electricity to run office, transient dockage shore power and fishermen.  
Increase in electricity due to transient use is offset with increased dockage fees.  
Also pays for hot dog stand electricity. (Hot dog stand pays annual fee of \$2,200 to offset cost)
- 2003-1510 **Water/Sewer**  
Water for three dock systems: Daysailer, public/windjammer and fishermen
- 2003-1520 **Communications**  
Office phone and cell phone
- 2003-2001 **General maintenance & repairs**  
Cleaning supplies, screws, nonskid tape for ramp treads, pot wharf, shackles, chains, PT lumber for wharf, etc.
- 2003-2020 **Equipment Maintenance**  
Boat hooks, bilge pumps, PFD's, electrical equipment, running lights, etc.
- 2003-2025 **Radios**  
VHF radios for office and vessels and replacement batteries
- 2003-2045 **Curtis Island Lighthouse**  
Funding for maintenance and repairs, and reserve fund for future capital improvements
- 2003-2046 **Pump-Out Boat Operations**  
Fuel, miscellaneous supplies and winter maintenance  
pump out boat insurance  
90% total of cost of pumpout boat is reimbursed by the State and is shown as a general  
Dock based pump out facility
- 2003-2507 **Boat Insurance**  
Insurance for the "Welcome", Boston Whaler and the Alcar 21
- 2003-3043 **Trash Removal**  
Seasonal dumpster at Public Landing for non-commercial trash
- 2003-3520 **Harbor Management Software**  
Outer harbor mooring mapping and data, and communications with mainframe computer hub

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Culture and Recreation  
20-04 RECREATION**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
2004-0101	Full Time Wages	60,287	62,891	67,541	70,000	45,506	77,000	77,000	74,700	
2004-0135	Program Wages	13,832	9,725	6,865	15,000	10,495	15,000	15,000	15,000	
2004-0501	FICA & Medicare	5,504	5,095	5,668	6,500	4,269	7,100	7,100	6,900	
2004-0505	ICMA/MPERS	5,961	6,281	6,769	7,200	4,642	7,900	7,900	7,700	
2004-0510	Health Insurance	17,319	17,662	19,103	22,600	14,656	23,000	23,000	23,000	
2004-1001	Office Supplies	623	1,261	1,170	1,200	1,173	1,500	1,500	1,500	
2004-1013	Safety Equipment	-	-	118	300	-	100	100	100	
2004-1201	Mileage	209	226	398	400	221	400	400	400	
2004-1227	Program Expenses	3,507	4,902	5,064	4,500	3,361	4,500	4,500	4,500	
2004-1228	Water Quality Monitoring	205	205	245	300	165	300	300	300	
2004-1229	Lodge Expenses	66	379	832	1,000	811	1,000	1,000	1,000	
2004-1501	Electricity	2,767	2,496	4,279	3,500	2,266	3,500	3,500	3,500	
2004-1505	Heat	1,181	346	-	800	-	-	-	-	
2004-1520	Communications	3,031	2,552	2,915	2,400	2,338	3,000	3,000	3,000	
2004-2015	Grounds Maintenance	4,587	114	9,670	4,500	105	4,000	4,000	4,000	
2004-2030	Building Maintenance	1,513	2,339	4,766	3,000	433	3,000	3,000	3,000	
2004-2802	Lake Steward	5,500	11,300	6,100	-	-	-	-	-	
2004-3012	Organization Dues	175	175	-	200	220	200	200	200	
2004-3035	Security Services	442	246	381	252	129	750	750	750	
2004-3038	Summer Program contract	31,046	11,000	10,810	24,000	15,725	16,500	16,500	16,500	
<b>Total Recreation</b>		<b>157,755</b>	<b>139,195</b>	<b>152,694</b>	<b>167,652</b>	<b>106,515</b>	<b>168,750</b>	<b>168,750</b>	<b>166,050</b>	<b>-</b>
							0.7%	0.7%	-1.0%	-100.0%
							Change over FY 23			
2004-0101	<b>Full Time Wages</b> Funds 26 weeks each of two full time employees. 1 Director, 1 Admin Asst.									
2004-0135	<b>Program Wages</b> Bus driver wages for summer recreation program, reimbursed by YMCA									
2004-0501	<b>FICA &amp; Medicare</b> Required 7.65% employer contribution to Social Security & Medicare									
2004-0505	<b>ICMA/MPERS</b> Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%									
2004-0510	<b>Health Insurance</b> Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.									
2004-1001	<b>Office Supplies</b> General office supplies									
2004-1013	<b>Safety Equipment</b> First Aid kit resupply; ergonomic office equipment.									
2004-1201	<b>Mileage</b> Mileage reimbursement when staff uses personal vehicles for work purposes									
2004-1227	<b>Program Expenses</b> Includes mountain bike events, running races, scuttle (obstacle race), summer rec. supplies and park brochures									
2004-1228	<b>Water Quality Monitoring</b> Quarterly lodge water testing and registration									
2004-1229	<b>Lodge Expenses</b> Cleaning & bathroom supplies									
2004-1501	<b>Electricity</b> Lodge expense April - October.									
2004-1520	<b>Communications</b> Telephone expense, cell phones April - October									
2004-2015	<b>Grounds Maintenance</b> Ball field maintenance contract & misc facility grounds maintenance, including mountain bike trail maintenance and bridges									
2004-2030	<b>Building Maintenance</b> Routine building maintenance									
2004-2802	<b>Inner Harbor Master/Lake Warden</b> This request has now been moved to Provider Agencies									
2004-3012	<b>Organization Dues</b>									

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Maine Recreation and Parks Association, NE P&R Assn. Mountain Bike Association

2004-3035 **Security Services**

1/2 Lodge alarm monitoring and maintenance, ie: security camerals and lock changes.

2004-3038 **Summer Proqram Contract**

Contract with YMCA to operate Summer Youth Recreation Proqram

**Town of Camden, Maine  
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**Culture and Recreation  
20-05 PARKS**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
2005-0101	Full Time Wages	100,486	108,096	139,813	169,800	93,225	209,700	209,700	205,700	
2005-0105	Part Time Wages	9,674	21,255	11,105	15,000	13,560	10,000	10,000	10,000	
2005-0138	Public Landing Restroom Wages	19,525	21,678	32,089	23,700	31,597	-	-	-	
2005-0501	FICA & Medicare	9,914	11,469	13,739	17,700	10,350	19,300	19,300	19,000	
2005-0505	ICMA/MPERS	9,552	7,867	12,823	19,800	7,486	24,100	24,100	23,700	
2005-0510	Health Insurance	30,460	30,586	50,446	58,500	19,373	51,300	51,300	51,300	
2005-1010	Signs	385	490	3,451	2,000	6,997	2,000	2,000	2,000	
2005-1013	Safety Equipment	300	1,111	102	100	-	500	500	500	
2005-1014	Gas/Diesel/Oil	4,156	4,114	8,162	5,000	5,017	6,000	6,000	6,000	
2005-1205	Uniforms/Clothing Allow	1,974	2,241	2,354	2,400	2,200	2,250	2,250	2,250	
2005-1273	Maintenance Shop-Tools/Supplies	794	986	937	1,000	-	1,000	1,000	1,000	
2005-1501	Electricity	1,982	2,667	3,004	3,000	4,107	4,000	4,000	4,000	
2005-1505	Heat	418	365	1,769	500	4,522	700	700	700	
2005-1510	Water/Sewer	4,613	2,455	2,068	3,000	1,950	2,500	2,500	2,500	
2005-2015	Grounds Maintenance	16,381	8,404	9,126	8,000	4,527	5,000	5,000	5,000	
2005-2020	Equipment Maintenance	5,930	17,793	22,835	10,000	5,442	20,000	20,000	20,000	
2005-2030	Building Maintenance	625	3,012	8,033	5,000	8,245	5,000	5,000	5,000	
2005-2044	Rockport Tax	307	303	307	310	239	300	300	300	
2005-2047	Public Landing Restrooms Maint	3,897	9,752	9,291	7,000	6,458	-	-	-	
2005-3032	Trash Removal	8,536	5,415	5,671	3,500	4,385	5,000	5,000	5,000	
2005-3189	Porta Potty Rentals	-	5,385	9,143	7,500	8,050	9,000	9,000	9,000	
2005-2033	Skate Park Maintenance	-	-	4,000	4,000	-	4,000	4,000	4,000	
2005-3525	Small Dept Equipment	-	616	26	500	-	500	500	500	
<b>Total Parks</b>		<b>229,909</b>	<b>266,060</b>	<b>350,294</b>	<b>367,310</b>	<b>237,730</b>	<b>382,150</b>	<b>382,150</b>	<b>377,450</b>	<b>-</b>
							4.0%	4.0%	2.8%	-100.0%

*Change over FY 23*

2005-0101 **Full Time Wages**  
Wages for employees full-time employees 30 weeks per year.

2005-0105 **Part Time Wages**  
Seasonal employees

2005-0138 **Public Landing Restroom-Budget Relocated to Harbor Dept.**  
60% of one full-time wage (plus part-time coverage in -0105).

2005-0501 **FICA & Medicare**  
Required 7.65% employer contribution to Social Security & Medicare

2005-0505 **ICMA/MPERS**  
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%

2005-0510 **Health Insurance**  
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.

2005-1010 **Signs**  
Trail kiosk, maps, trail signs, various park signs

2005-1013 **Safety Equipment**  
Steel toed boots and other PPE, safety inspection recommendations.

2005-1014 **Gas/Diesel/Oil**  
Trucks, tractor, ATV's, mowers, chain saws

2005-1205 **Uniforms/Clothing Allowance**  
\$250 for FT staff; \$125 for summer seasonal staff.

2005-1273 **Maintenance Shop**  
Misc tools and supplies

2005-1501 **Electricity**  
April - Oct Public Landing, Laite Beach & Maintenance Shop  
Cost for November - March is in the Snow Bowl budget.

2005-1505 **Heat**  
April - October Maintenance Shop

2005-1510 **Water/Sewer**  
Village Green, Public Landing restrooms, Laite Beach

2005-2015 **Grounds Maintenance**  
Misc. grounds maintenance to parks, open spaces and boat launches.

2005-2020 **Equipment Maintenance**

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Small equipment repairs and maintenance & rental. New mower trailer and 1/2 of the 4 wheeler cost.

**2005-2030 Building Maintenance**

Misc. maintenance for park buildings, Chamber Building, Laite Beach, Barretts Cove

**2005-2044 Rockport Tax**

Property tax on small piece of land on Ragged Mountain that is located in Rockport

**2005-2047 Public Landing Restrooms Repairs & Maintenance-Budget Relocated to Harbor Dept.**

Lighting, fixtures, supplies, paint, repair costs

**2005-3032 Trash Removal**

All trash removal April - October Parks and downtown  
Seasonal portable toilets

**2005-2033 Skate Park Maintenance**

**2005-3525 Small Dept Equipment**

Small grounds equipment replacement

Town of Camden, Maine  
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Culture and Recreation  
20-06 Camden Opera House Auditorium

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
2006-NEW Camden Opera House	271,249	271,840	282,144	317,500	184,275	233,100	231,000	226,600	
<b>Total Camden Opera House</b>	<b>271,249</b>	<b>271,840</b>	<b>282,144</b>	<b>317,500</b>	<b>184,275</b>	<b>233,100</b>	<b>231,000</b>	<b>226,600</b>	<b>-</b>
						-26.6%	-27.2%	-28.6%	-100.0%
						Change over FY 23			

*Annual funding in support of the Camden Opera House Auditorium*

Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**DAMS**  
**20-08 DAMS - Others**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
	Account	Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
2008-0158	Stipends	7,800	7,950	7,800	7,800	5,850	8,400	8,400	8,400	
2008-0501	FICA & Medicare	596	606	595	286	447	650	650	650	
2008-2050	Megunticook Dams (East & West)	5,950	-	500	200	570	18,500	18,500	18,500	
2008-2051	Montgomery Dam	6	-	7	5,000	-	6,500	6,500	36,500	
2008-2053	Seabright Dam	4,590	106	-	3,000	300	12,500	12,500	12,500	
	<b>Total Dams</b>	<b>18,942</b>	<b>8,662</b>	<b>8,902</b>	<b>16,286</b>	<b>7,167</b>	<b>46,550</b>	<b>46,550</b>	<b>76,550</b>	-
							185.8%	185.8%	370.0%	-100.0%
							Change over FY 23			
2008-2050	<b>Megunticook Dams</b>									
	This account funds the inspections and repairs of the East and West Megunticook dams									
	Camden and Lincolnville share in maintenance and repair costs: Camden: 67% and Lincolnville: 33%									
	Independent Engineer inspection & evaluate if dams can pass a 100 yr. storm						9,000			
	Dam Control Agent \$2,100/yr/dam + FICA/Medicare				-		4,200			
	Wages for labor to remove debris from gate, shovel access, repair misc. small items						5,000			
	Inspect East Dam gate tunnel estimate						500			
	Comprehensive underwater inspection						4,000			
				-	-	-	22,700			
2008-2051	<b>Montgomery Dam</b>									
	This account funds annual inspections and repairs.									
	Independent Engineer inspection						-			
	Dam Control Stipend + FICA/Medicare						2,100			
	Miscellaneous Repairs						4,000			
	Wages for labor to remove debris from gate, shovel access, repair misc. small items						2,500			
							8,600			
2008-2053	<b>Seabright Dam</b>									
	Beginning with FY18, costs for inspections and repairs, which were previously covered by the Seabright									
	Hydro Fund are budgeted here.									
	Dam Control Agent stipend + FICA Medicare						2,100			
	Comprehensive underwater inspection						3,000			
	Independent Engineer inspection						4,000			
	Misc Repairs (e.g. Add Riprap)						3,000			
	Wages for labor to remove debris from gate, shovel access, repair misc. small items						2,500			
							14,600			

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**CEMETERIES  
25-01 Cemetery Association**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
2501-2803 Camden Cemetery Assoc	46,400	-	-	-	-	-	-	-	-
<b>Total Cem Association</b>	<b>46,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

*Change over FY 23*

Appropriation to Cemetery Association to augment their trust fund income for the maintenance of cemeteries.

**CEMETERIES  
25-05 Cemetery Maintenance**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
2505-0101 Full Time Wages	28,875	22,701	23,017	23,300	3,794	26,100	26,100	26,000	
2505-0105 Part Time Wages	8,217	7,029	7,783	10,000	7,360	7,200	7,200	7,200	
2505-0501 FICA & Medicare	2,808	2,245	2,337	2,600	847	2,800	2,800	2,800	
2505-0505 ICMA/MPERS	2,505	2,611	2,071	2,400	1,344	2,700	2,700	2,700	
2505-0510 Health Insurance	7,428	7,830	3,389	8,000	4,519	8,300	8,300	8,300	
2505-1013 Safety Equipment	-	-	-	300	-	300	300	300	
2505-1014 Gas/Diesel/Oil	603	-	-	1,500	505	1,000	1,000	1,000	
2505-2015 Grounds Maintenance	1,087	929	885	1,000	113	1,000	1,000	1,000	
2505-2020 Equipment	927	9,608	2,092	1,500	192	1,200	1,200	1,200	
2505-3525 Small Dept Equipment	-	168	374	500	-	500	500	500	
<b>Total Cem Maintenance</b>	<b>52,450</b>	<b>53,121</b>	<b>41,948</b>	<b>51,100</b>	<b>18,674</b>	<b>51,100</b>	<b>51,100</b>	<b>51,000</b>	<b>-</b>
						0.0%	0.0%	-0.2%	-100.0%

*Change over FY 23*

**NOTE:** This budget is funded by the Cemetery Association.

- 2505-0101 **Full Time Wages**  
Wages for one (1) Parks employee assigned to cemetery maintenance for the season.
- 2505-0105 **Part Time Wages**  
Seasonal employees
- 2505-0501 **FICA & Medicare**  
Required 7.65% employer contribution to Social Security & Medicare
- 2505-0505 **ICMA/MPERS**  
Retirement plans offered are either enrollment in an ICMA Deferred Compensation Plan or enrollment in the Maine Public Employees (MPERS) System. Employees enrolled in ICMA receive up to a 5% match from the Town. The Town's share of MPERS for employees enrolled in the MPERS plan for police officers and firefighters is 11.6% and for town employees is 10.2%
- 2505-0510 **Health Insurance**  
Health insurance coverage is available to full time employees. Part Time Employees that work 20 hours or more per week year round (but less than 30 hours) are eligible to join at their own expense. Employees hired after Jan 1, 2007 pay a share of dependent coverage. The Town offers employees three plan options with different degrees of employer/employee participation. These plans provide different levels of coverage, and therefore, creates a cost difference. More expensive plans will require more employee cost participation.
- 2505-1013 **Safety Equipment**  
Steel toed boots and other PPE, safety inspection recommendations.
- 2505-1014 **Gas/Diesel/Oil**  
Tractors, mowers, weed whackers and leaf blowers
- 2505-2015 **Grounds Maintenance**  
Misc. grounds maintenance
- 2505-2020 **Equipment**  
Equipment repairs and maintenance & rental
- 2505-3525 **Small Dept Equipment**  
Small equipment purchases



**Town of Camden, Maine  
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**DEBT/CAPITAL/CONTINGENCY**

**Debt Service - Principal**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
Account										
3001-4017	2016 General Obligation Bond	43,000	43,000	43,000	43,000	43,000	43,000	43,000	43,000	
3001-4019	2018 Gen. Ob.-Mech St/Dams	27,200	27,200	27,200	27,200	27,200	27,200	27,200	27,200	
3001-4023	2018 Seabright Dam	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	
3001-4203	2019 Bayview St. Drainage	-	16,000	16,000	16,000	16,000	16,000	16,000	16,000	
3001-4060	Tannery Demolition	46,688	48,453	50,354	52,274	52,279	54,283	54,283	54,283	
3001-4107	Fire Truck	-	-	-	-	-	-	-	-	
3001-4155	Public Safety Building	49,960	49,960	49,960	49,960	49,960	49,960	49,960	49,960	
3001-4206	PW2017 Chev 1 Ton Tk w/ Dump	9,085	-	-	-	-	-	-	-	
3001-4222	PW 1.5 ton Terrastar Dump Tk	14,025	14,492	-	-	-	-	-	-	
3001-4223	PW Sidewalk Tractor	12,894	13,420	13,988	14,571	14,571	-	-	-	
3001-4224	PW Loader	16,125	-	-	-	-	-	-	-	
3001-4225	Case Loader w/ Backhoe	14,399	-	-	-	-	-	-	-	
3001-4244	PW Western Star Truck	11,211	-	-	-	-	-	-	-	
3001-4244	PW Western Star Equip	10,206	-	-	-	-	-	-	-	
3001-4262	Wastewater Treatment Plant	62,927	63,763	64,612	-	-	-	-	-	
3001-4263	Rawson Ave Pump Station	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	
3001-4272	Sea/Mt Battie St Pump Stations <sup>1</sup>	29,700	29,700	29,700	29,700	29,700	29,700	29,700	29,700	
3001-4269	PW Dump 2012 Dump	-	-	-	-	-	-	-	-	
3001-4270	Stormwater (Harden Ave/Rockbro	-	-	-	-	-	-	-	-	
3001-4274	Sewer Line Replacement Bakerv B	-	-	-	-	-	-	-	-	
3001-4276	Salt-Sand Building	-	-	-	-	-	-	-	-	
3001-4408	Parks Kubota Tractor	-	-	-	-	-	-	-	-	
3001-4425	RMRA/Snow Bowl Redevelopment	105,300	105,300	105,300	105,300	105,300	105,300	105,300	105,300	
3001-4447	Pisten Bully Groomer	-	-	-	-	-	-	-	-	
3001-4456	Library Grounds	-	-	-	-	-	-	-	-	
3001-4465	Parks Utility Truck	-	-	-	-	-	-	-	-	
3001-4466	Harbor Finger Floats <sup>2</sup>	-	-	-	-	-	-	-	-	
3001-4112	SCBA/Compressor/Air Bottles	23,045	23,472	24,387	25,360	24,736	-	-	-	
3001-4209	Wacker Neuson Loader	17,173	17,627	18,286	19,002	18,870	-	-	-	
3001-4217	LED Streetlight Conversion	34,737	30,876	31,792	32,749	-	33,725	33,725	33,725	
3001-4218	Pearl St. Project IFB	-	36,000	36,000	36,000	-	36,000	36,000	36,000	
3001-4204	West Dam Repairs IFB	-	12,500	10,832	11,110	-	11,110	11,110	11,110	
3001-4245	PW Equipment-Mini Excavator	-	5,888	4,933	5,037	5,037	5,143	5,143	5,143	
3001-4233	PW 2021 Ford F-550 Plow Truck	-	-	11,505	9,519	9,529	9,783	9,783	9,783	
3001-4235	PW 2021 Ford F-550 Plow Truck	-	-	11,506	9,519	9,529	9,783	9,783	9,783	
3001-4025	Energy Performance Lease	-	-	143,550	101,093	102,293	104,433	104,433	104,433	
3001-4426	Pks/Rec 2021 GMC Plow Truck	-	-	-	-	6,275	6,385	6,385	6,385	
3001-4116	FD 2021 Alexis Mini Pumper Truck	-	-	-	-	-	23,056	23,056	23,056	
<b>Total Debt Service Principal</b>		<b>594,675</b>	<b>604,651</b>	<b>759,905</b>	<b>654,394</b>	<b>581,279</b>	<b>631,861</b>	<b>631,861</b>	<b>602,420</b>	<b>-</b>
							-3.4%	-3.4%	-7.9%	-100.0%

*Change over FY 23*

**Purpose:** The Town issues bonds to fund equipment and projects which generally cost in excess of \$100,000 and/or have a useful life of more than 15 years. By borrowing, the Town can spread the costs of the projects and equipment over their useful life which ensures that those are benefiting from them share in the cost. The debt service budget shows the annual payments (principal and interest) due on each bond or loan.

**Debt Service - Interest**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
Account										
3002-4017	2016 General Obligation Bond	5,543	4,964	4,343	4,273	3,674	2,955	2,955	2,955	
3002-4019	2018 Gen. Ob.-Mech St/Dams	11,389	10,821	10,218	9,582	9,582	8,914	8,914	8,914	
3002-4023	2018 Seabright Dam	5,711	5,195	4,660	4,107	4,107	3,534	3,534	3,534	
3002-4203	2019 Bayview St. Drainage	1,432	1,379	1,086	787	786	480	480	480	
3002-4060	Tannery Demolition	14,095	12,330	10,429	8,510	8,504	6,501	6,501	6,501	
3002-4107	Fire Truck	-	-	-	-	-	-	-	-	
3002-4155	Public Safety Building	10,390	7,930	5,313	2,758	1,490	256	256	256	
3002-4206	PW 2017 Chev 1 Ton	249	-	-	-	-	-	-	-	
3002-4222	PW 1.5 Ton Terrastar Dump Tk	950	483	-	-	-	-	-	-	
3002-4223	PW Sidewalk Tractor	2,282	1,757	1,188	606	605	-	-	-	
3002-4224	PW 2014 Case Wheel Loader	546	-	-	-	-	-	-	-	
3002-4225	Case Loader w/ Backhoe	459	-	-	-	-	-	-	-	
3002-4244	PW Western Star Truck	379	-	-	-	-	-	-	-	
3002-4244	PW Wester Star Equip	346	-	-	-	-	-	-	-	
3002-4262	Wastewater Treatment Plant	5,818	4,981	4,133	-	-	-	-	-	
3002-4263	Rawson Ave Pump Station	5,203	4,741	4,279	3,817	3,817	3,355	3,355	3,355	
3002-4272	Sea/Mt Battie St Pump Stations	13,415	12,524	11,633	10,742	5,594	9,851	9,851	9,851	
3002-4269	PW Dump Truck	-	-	-	-	-	-	-	-	
3002-4270	Stormwater (Harden Ave/Rockbro	-	-	-	-	-	-	-	-	

Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
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**Debt Service - Interest continued**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
3002-4274 Sewer Line replacement Bakery Br	-	-	-	-	-	-	-	-	-
3002-4276 Salt-Sand Building	-	-	-	-	-	-	-	-	-
3002-4408 Parks Kubota Tractor	-	-	-	-	-	-	-	-	-
3002-4423 Snow Bowl Compressor	-	-	-	-	-	-	-	-	-
3002-4425 RMRA/Snow Bowl Redevelopment	47,561	44,402	41,243	38,084	19,832	34,925	34,925	34,925	-
3002-4456 Library Grounds	-	-	-	-	-	-	-	-	-
3002-4465 Parks Utility Truck	-	-	-	-	-	-	-	-	-
3002-4466 Harbor Finger Floats	-	-	-	-	-	-	-	-	-
3002-4271 2017 PW Dams Bond	-	-	-	-	-	-	-	-	-
3002-4209 Wacker Neuson Loader	2,552	2,137	1,440	724	804	-	-	-	-
3002-4112 SCBA/Compressor/Air Bottles	3,266	2,839	1,924	951	1,079	-	-	-	-
3002-4217 LED Streetlight Conversion	-	3,860	2,944	1,989	-	1,012	1,012	1,012	-
3002-4245 PW Equipment-Mini Excavator	-	59	1,015	911	911	806	806	806	-
3002-4233 PW 2021 Ford F-550 Plow Truck	-	-	666	2,654	2,642	2,390	2,390	2,390	-
3002-4235 PW 2021 Ford F-550 Plow Truck	-	-	667	2,654	2,642	2,390	2,390	2,390	-
3002-4025 Energy Performance Lease	-	-	47,090	44,161	44,160	42,096	42,096	42,096	-
3002-4426 Pks/Rec 2021 GMC Plow Truck	-	-	-	1,421	1,320	1,210	1,210	1,210	-
3002-4116 FD 2021 Alexis Mini Pumper Truck	-	-	-	6,440	-	7,164	7,164	7,164	-
<b>Total Deb Service Interest</b>	<b>131,586</b>	<b>120,402</b>	<b>154,271</b>	<b>145,171</b>	<b>111,549</b>	<b>127,839</b>	<b>127,839</b>	<b>127,839</b>	<b>-</b>
						-11.9%	-11.9%	-11.9%	-100.0%
						Change over FY 23			

**Town of Camden, Maine  
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**Capital Reserves (Equipment and Facilities)**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
3003-4001 Accrued Benefits	5,000	12,083	20,000	10,000	10,000	10,000	10,000	10,000	
3003-4002 Opera House Maintenance	-	-	80,000	90,000	90,000	50,000	50,000	50,000	
3003-4005 Information Technology	-	-	5,000	-	-	10,000	10,000	10,000	
3003-4013 Energy Conservation	10,000	-	-	-	-	-	-	-	
3003-4110 Fire Equipment	-	-	-	-	-	-	-	-	
3003-4115 Fire Truck	5,000	5,000	5,000	-	-	-	-	-	
3003-NEW Police Cruiser	-	-	-	-	-	30,000	30,000	30,000	
3003-4205 Storm Drains	-	-	-	-	-	50,000	50,000	50,000	
3003-4211 Parking	3,500	-	-	-	-	-	-	-	
3003-4501 Cemetery Reserve	5,000	-	-	-	-	-	-	-	
3003-4431 Library Special Projects Reserve	40,000	-	-	-	-	-	-	-	
3003-4220 PW Facility Improvements	10,000	-	-	-	-	-	-	-	
3003-4221 Streets & Sidewalks	5,000	-	-	-	-	100,000	100,000	100,000	
3003-4250 Washington Street Sidewalk	20,000	-	100,000	-	-	-	-	-	
3003-4409 Parks & Open Space	5,000	15,000	15,000	30,000	30,000	-	-	-	
3003-4413 Snow Bowl	-	25,000	-	15,000	15,000	20,000	100,000	100,000	
3003-4414 Dams	105,000	50,000	20,000	-	-	-	-	-	
3003-4412 Harbor Dredging	20,000	10,000	-	-	-	-	-	-	
3003-4416 Harbor Projects	10,000	-	-	20,000	20,000	40,000	40,000	40,000	
3003-NEW Harbor Boat	-	-	-	-	-	30,000	30,000	30,000	
3003-NEW Steamboat Landing Floats	-	-	-	-	-	30,000	30,000	30,000	
3003-4459 Public Landing	20,000	20,000	-	-	-	-	120,000	120,000	
3003-4460 Riverwalk	5,000	5,000	-	-	-	-	-	-	
3003-4210 Bridges	20,000	-	100,000	100,000	100,000	-	-	-	
3003-4427 Tree Conservation	10,000	5,000	10,000	5,000	5,000	-	-	-	
3003-4432 River/Habitat Restoration	35,000	20,000	30,000	30,000	30,000	40,000	40,000	40,000	
3003-4276 John Street	-	-	-	500,000	500,000	-	-	-	
3003-4055 Revaluation	-	-	-	50,000	50,000	90,000	90,000	90,000	
<b>Total Capital Reserves</b>	<b>333,500</b>	<b>167,083</b>	<b>385,000</b>	<b>850,000</b>	<b>850,000</b>	<b>500,000</b>	<b>700,000</b>	<b>700,000</b>	<b>-</b>
						-41.2%	-17.6%	-17.6%	-100.0%

*Change over FY 23*

- 3003-4001 **Accrued Benefits - Current Reserve Balance: \$32,206.00**  
This funds cash-out of benefits when employees retire or leave employment with the Town.
- 3003-NEW **Boat Launch Dock Replacement**  
Replacement of unencapsulated polystyrene floats and decking that's in poor condition
- 3003-4002 **Opera House Maintenance - Current Reserve Balance: \$48,788.03**  
Funds to zero out this reserve after work performed to repoint brickwork and replace copper gutters
- 3003-4005 **Information Technology - Current Reserve Balance: \$5,000.00**  
This has historically helped to fund any unanticipated IT hardware/software purchases for all town departments
- 3003-4055 **Revaluation - Current Reserve Balance: \$58,000.00**  
Full revaluation by KRT of all town parcels to be completed in FY 2025. Total cost has been quoted at \$220,000.
- 3003-4412 **Harbor Dredging - Current Reserve Balance: \$72,450.00**  
This Reserve Fund provides funding for the harbor maintenance dredge which is recommended to be done every 10 years. The last dredge was completed in 2013 at a cost of \$130,000.
- 3003-4413 **Snow Bowl - Current Reserve Balance: 16,972.00**  
This Reserve traditionally funded capital equipment and facility expenses at the Snow Bowl.  
The town ceased funding this reserve in lieu of debt service on RMRA Redevelopment.
- 3003-4414 **Camden Dams - See Balances Below**  
Reserve for future dam repairs and maintenance that would be outside the annual appropriation for dams.  
There are two dam reserves:  
1. Camden/Lincolnvile (East & West Dams): Dam Reserve balance \$46,645.00 (Camden money only);  
2. Camden Dam Reserves: Reserve balance \$369,138.00  
These funds are specifically for the Camden Dam Reserves
- 3003-4409 **Parks & Open Space - Current Reserve Balance: \$75,002.00**  
This reserve is used to fund capital equipment and major parks projects.
- 3003-4459 **Public Landing - Current Reserve Balance: \$65,228.00**  
Funding for Public Landing improvements including the boardwalk, lighting, bathrooms, showers and other improvements
- 3003-4460 **Riverwalk - Current Reserve Balance: \$15,000.00**  
Proposed new fund for construction and land/easement acquisition required for Riverwalk

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**3003-4210 Bridges - Current Reserve Balance: \$240,000.00**

Building a source of matching funds for a FY22 Municipal Partnership Initiative Grant with Maine DOT for a new pedestrian bridge on Rawson Avenue. Maine DOT has estimated this is a \$500,000 project w/ MDOT to pay 50% and the Town of Camden to pay 50%.

**3003-4427 Tree Conservation - Current Reserve Balance: \$62,700.00**

To help address issues that will be caused by Emerald Ash Borer.  
Tree protection, removal and remediation activities associated with the Emerald Ash Borer.

**3003-4432 River/Habitat Restoration - Current Reserve Balance: \$33.53**

Megunticook river/dam system  
Will be used as match funding for grants to replace/remove dams, create fish passage up the river and wetland restoration will off-set with use of surplus

**3003-NEW Opera House Auditorium Improvements/Upgrades**

Eventual replacement of drapes/carpeting and a stage lift purchase

**Town of Camden, Maine**  
**FY 24 MUNICIPAL BUDGET**  
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**Capital Improvements (equipment, facilities, infrastructure)**

		FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	FY 24	FY 24
Account		Actuals	Actuals	Actuals	Budget	YTD	Dept Head	Town Manager	Budget Comm	Select Board
3004-4101	Police Cruisers	32,978	45,951	-	55,000	46,386	-	-	-	-
3004-New	Public Safety Bldg A/V System	-	-	-	-	-	-	-	-	-
3004-4155	Public Safety Bldg Repairs	-	-	-	-	-	-	-	-	-
3004-NEW	Codes/Planning Vehicle	-	-	-	-	-	35,000	35,000	35,000	-
3004-4201	Sewer Line Replacement	-	-	-	-	-	-	-	-	-
3004-4202	PW Truck (2)	-	54,105	-	-	-	190,000	190,000	190,000	-
3004-4226	Cross Culvert- Park St	-	-	-	-	-	-	-	-	-
3004-4227	Harden Avenue Drainage	-	-	-	-	-	-	-	-	-
3004-4239	Spruce Street Drainage	-	-	-	-	-	-	-	-	-
3004-4264	Storm Drain Improvements <sup>1</sup>	-	-	-	-	-	-	-	-	-
3004-4266	Mower Head	-	-	-	-	-	-	-	-	-
3004-4267	Fuel Depot	-	-	-	-	-	-	-	-	-
3004-4423	Snow Bowl Compressor	-	-	-	-	-	-	-	-	-
3004-4461	Utility Vehicle Parks/SB	-	-	-	-	-	-	-	-	-
3004-4462	Piling Replacement	-	-	-	-	-	-	-	-	-
3004-4463	Public Landing Restroom	-	-	-	-	-	-	-	-	-
3004-4229	PW Asphalt Roller	-	-	-	-	-	-	-	-	-
3004-4232	PW Stainless Steel Sander	-	-	-	-	-	-	-	-	-
3004-4212	Mechanic Street Parking Lot	-	-	-	-	-	-	-	-	-
3004-4214	Wacker-Neuson loader	-	-	-	-	-	-	-	-	-
3004-4215	SS Sidedump Sander	33,180	-	-	-	-	-	-	-	-
3004-4216	PW Equipment	14,837	-	-	-	-	-	-	-	-
3004-4207	Downtown Streetlight Upgrade	-	-	-	-	-	-	-	-	-
3004-4254	Route 1 Sidewalk/Crosswalk	-	-	-	-	-	-	-	-	-
3004-New	Seabright Dam - Retaining Wall Rep	-	-	-	-	-	-	-	-	-
3004-New	Seabright Dam - Repair Power Ho	-	-	-	-	-	-	-	-	-
3004-4204	Montgomery & Seabright Dams	-	-	-	-	-	-	-	-	-
3004-4112	SCBA Bottles/Compressor	-	-	-	-	-	-	-	-	-
3004-4005	IT Network Upgrades	-	-	-	-	-	-	-	-	-
3004-4020	WSCR A/V Upgrade	-	-	-	-	-	-	-	-	-
3004-4006	Opera House - Auditorium & Third	34,160	-	-	-	-	-	-	-	-
3004-4021	Assessing - Orthophotography	-	-	-	-	-	-	-	-	-
3004-4024	Assessing - Software Upgrade	18,120	-	-	-	-	-	-	-	-
3004-4429	Downtown Pedestrian Grant Proje	-	-	-	-	-	-	-	-	-
3004-4422	Seabright Dam - Power House/Gal	-	-	-	-	-	-	-	-	-
3004-4430	Parking Lot Lease Purchase	-	-	-	-	-	-	-	-	-
3004-4424	RMRA Access Road Culvert	14,307	-	-	-	-	-	-	-	-
3004-4433	Sea Wall / River Restoration	32,909	-	29,599	-	-	-	-	-	-
3004-4458	Harbor Float Replacement	52,393	31,030	68,970	-	-	-	-	-	-
3004-4007	Opera House - Building Repairs	-	-	-	-	-	-	-	-	-
3004-4271	West Dam Repairs	20,404	-	-	-	-	-	-	-	-
3004-4218	Pearl Street Drainage, Sidewalk R	21,658	-	-	80,000	10,000	-	165,000	165,000	-
3004-4113	Public Safety Building HVAC Repai	-	-	-	-	-	-	-	-	-
3004-4114	Fire Truck Pump Repair	-	17,026	-	-	-	-	-	-	-
3004-4217	Streetlight Acquisition/Conversion	118,350	-	-	-	-	-	-	-	-
3004-xxxx	Library HVAC Repairs	-	-	-	-	-	-	-	-	-
3004-xxxx	Molyneaux Bridge Repairs	-	-	-	-	-	-	-	-	-
3004-4434	Harbor Walkway	-	-	-	-	-	-	-	-	-
3004-xxxx	Voting Booths	-	-	-	-	-	-	-	-	-
3004-4256	Complete Streets Capital Planning	-	-	-	-	-	-	-	-	-
3004-4261	Stormwater Mapping	-	31,000	-	-	-	-	-	-	-
3004-4116	Fire Dept. Mini Pumper Truck	-	-	84,325	-	262,134	-	-	-	-
3004-4106	Fire Dept. Pickup Truck	-	-	-	60,000	60,000	-	-	-	-
3004-NEW	Skate Park Camera System	-	-	-	-	-	-	-	-	-
3004-NEW	Shirrtail Point Redevelopment	-	-	-	-	-	-	-	-	-
3004-2045	Curtis Island Painting Projects	-	-	-	25,000	28,690	-	55,000	55,000	-
3004-NEW	PW-5.5' x 10' Utility Trailer	-	-	-	-	-	-	-	-	-
3004-NEW	Wacker-Neuson Compactor	-	-	-	-	-	-	-	-	-
3004-NEW	OH Lead Paint Removal	-	-	-	-	-	-	-	-	-
3004-NEW	OH North Side Bldg. Brick Repoint	-	-	-	-	-	-	-	-	-
3004-4026	Loan to Wastewater Department	-	-	-	-	-	-	-	-	-
<b>Total Capital Improvements</b>		<b>393,296</b>	<b>179,112</b>	<b>182,894</b>	<b>220,000</b>	<b>407,210</b>	<b>225,000</b>	<b>445,000</b>	<b>445,000</b>	<b>-</b>
							2.3%	102.3%	102.3%	-100.0%
		Change over FY 23								

**Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT**

- 3004-4101 **Police Cruisers**  
Please refer to the vehicle replacement schedule.
- 3004-NEW **Codes/Planning Vehicle**  
Purchase of an electric or hybrid AWD vehicle for Code inspections
- 3004-4155 **Public Safety Bldg Repairs**  
Floor repairs and exterior painting of building
- 3004-4202 **PW Pickup Trucks**
- 3004-NEW **Curtis Island Painting Projects**
- 3004-NEW **Stormwater Inventory & Mapping**  
Detailed mapping of all stormwater infrastructure  
First phase in a multiphase project to improve the Town's stormwater infrastructure network

Town of Camden, Maine  
FY 24 MUNICIPAL BUDGET  
DRAFT

**Contingency Account**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Dept Head	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
3010-1299 Miscellaneous	10,916	69,102	98,391	40,000	27,643	40,000	40,000	40,000	
<b>Total Contingency</b>	<b>10,916</b>	<b>69,102</b>	<b>98,391</b>	<b>40,000</b>	<b>27,643</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>
						0.0%	0.0%	0.0%	-100.0%
<i>Change over FY 23</i>									

<b>TOWN GENERAL FUND EXPENSE</b>	8,444,558	8,567,403	9,119,944	10,481,653	8,059,469	11,067,405	11,395,305	11,262,459	-
						5.6%	8.7%	7.4%	-100.0%
<i>Change over FY 23</i>									
<b>TOWN GENERAL FUND REVENUE</b>	4,051,312	3,907,160	4,531,036	4,192,812	4,050,211	4,554,451	4,554,451	4,554,451	
<b>NET TOWN GENERAL FUND BUDGET</b>				6,288,841		6,512,954	6,840,854	6,708,008	-
						3.6%	8.8%	6.7%	-100.0%
<i>Change over FY 23</i>									

**Mid-Coast Solid Waste Corporation**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Assmt	FY 24 Assmt	FY 24 Assmt	FY 24 Assmt
4001-5001 MCSWC Assessment	235,150	242,150	237,298	237,007	177,755	234,797	234,797	234,797	
<b>TOTAL Mid-Coast Solid Waste Corp.</b>	<b>235,150</b>	<b>242,150</b>	<b>237,298</b>	<b>237,007</b>	<b>177,755</b>	<b>234,797</b>	<b>234,797</b>	<b>234,797</b>	<b>-</b>
						-0.9%	-0.9%	-0.9%	-100.0%
<i>Change over FY 23</i>									
<b>Total MCSWC Assessments</b>	<b>235,150</b>	<b>242,150</b>	<b>237,298</b>	<b>237,007</b>	<b>177,755</b>	<b>234,797</b>	<b>234,797</b>	<b>234,797</b>	<b>-</b>
						-0.9%	-0.9%	-0.9%	-100.0%
<i>Change over FY 23</i>									

**40-01 Assessments: Education & Knox County**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Assmt	FY 24 Assmt	FY 24 Assmt	FY 24 Assmt
4005-5005 MSAD #28	8,040,020	8,383,464	8,764,163	9,121,993	6,904,263				
4005-5006 Five Town CSD	4,176,602	4,131,061	4,133,213	4,153,574	3,097,924				
<b>Total Schools</b>	<b>12,216,622</b>	<b>12,514,525</b>	<b>12,897,376</b>	<b>13,275,567</b>	<b>10,002,187</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
4010-5010 Knox County Tax	1,392,701	1,482,169	1,558,483	1,571,388	1,571,388				
<b>Total Assessments</b>	<b>13,609,323</b>	<b>1,482,169</b>	<b>14,455,859</b>	<b>14,846,955</b>	<b>11,573,575</b>	<b>-100.0%</b>	<b>-100.0%</b>	<b>-100.0%</b>	<b>-100.0%</b>

**40-15 Overlay**

Account	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Assmt	FY 24 Assmt	FY 24 Assmt	FY 24 Assmt
4015-1226 Abatements									
4015-5015 Overlay									
<b>Total Overlay</b>				-		-	-	-	-
<b>TOTAL GENERAL FUND &amp; ASSESSMENTS</b>	<b>22,289,031</b>	<b>22,806,247</b>	<b>14,693,157</b>	<b>21,372,803</b>	<b>19,810,799</b>	<b>11,302,202</b>	<b>11,630,102</b>	<b>6,942,805</b>	<b>-</b>
						-47.1%	-45.6%	-67.5%	-100.0%
<i>Change over FY 23</i>									

**Town of Camden  
FY 24 Revenues**

REVENUE SOURCE	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
<b>TAXES</b>								
90-02-01 Tax Interest	46,819	50,469	39,041	44,000	25,403	42,000	42,000	
90-02-02 Lien Interest	9,876	12,053	5,801	13,000	3,428	5,000	5,000	
90-02-03 Lien Costs	4,291	3,849	4,304	5,000	3,336	5,000	5,000	
<b>Total - Misc Taxes</b>	<b>60,986</b>	<b>66,371</b>	<b>49,146</b>	<b>62,000</b>	<b>32,167</b>	<b>52,000</b>	<b>52,000</b>	-
<b>STATE REVENUES</b>								
90-05-01 State Revenue Sharin	328,936	450,292	668,965	475,000	549,145	670,000	670,000	
90-05-02 Tree Growth Reimb.	9,389	8,837	10,256	10,000	11,516	11,000	11,000	
90-05-03 Veterans Exemp Reimr	5,712	5,379	5,257	5,000	5,078	5,000	5,000	
90-05-04 Local Road Assistance	56,224	52,544	56,572	55,000	56,264	56,000	56,000	
90-05-05 Snowmobile Revenue	397	245	311	350	291	300	300	
90-05-06 Pumpout Boat Reimb.	24,409	10,241	10,350	10,000	10,381	10,000	10,000	
90-05-08 State Park Reimb.	14,176	14,774	14,799	14,000	19,323	14,000	14,000	
90-05-10 EMA/FEMA Reimburse	-	-	-	-	-	-	-	
<b>Total - State Reven</b>	<b>439,243</b>	<b>542,312</b>	<b>766,510</b>	<b>569,350</b>	<b>651,998</b>	<b>766,300</b>	<b>766,300</b>	-
<b>LICENSES, PERMITS &amp; FEES</b>								
90-10-01 Vehicle Excise Tax	1,027,091	1,164,774	1,137,769	1,000,000	810,244	1,200,000	1,200,000	
90-10-03 Boat Excise Tax	28,235	31,886	30,693	28,000	5,075	30,000	30,000	
90-10-04 Animal Control Fees	2,428	1,689	2,809	2,000	4,128	2,000	2,000	
90-10-05 Town Clerk Fees	10,120	10,428	13,315	11,000	8,182	11,000	11,000	
90-10-12 Plumbing Fees	8,950	10,874	9,272	10,000	5,838	10,000	10,000	
90-10-13 Building Permit Fees	68,916	105,829	89,118	100,000	57,648	100,000	100,000	
90-10-08 Administrative Fees	21,860	28,068	26,567	30,000	18,296	30,000	30,000	
90-10-09 Cable TV Franchise	82,319	82,584	79,316	82,000	80,058	80,000	80,000	
90-10-14 Electrical Fees	6,770	8,460	18,382	8,000	12,540	14,000	14,000	
90-10-15 STR Income	-	-	-	-	400			
<b>Total - Lic, Permits &amp; Fees</b>	<b>1,256,689</b>	<b>1,444,592</b>	<b>1,407,241</b>	<b>1,271,000</b>	<b>1,002,409</b>	<b>1,477,000</b>	<b>1,477,000</b>	-
<b>CHARGES FOR SERVICES - INCOME FROM DEPARTMENTS</b>								
90-15-02 Police Revenue	1,159	1,183	1,383	1,200	2,631	1,500	1,500	
90-15-03 Parking Tickets	16,304	2,100	17,257	16,000	9,155	18,000	18,000	
90-15-04 Parks & Rec Revenue	6,517	-	-	5,000	28	5,000	5,000	
90-15-05 Parks & Rec - Mowing	5,000	5,000	5,000	5,000	-	-	-	
90-15-06 Summer Recreation R	11,466	-	14,980	15,000	13,127	14,000	14,000	
90-15-07 Cemetery Maintenanc	56,400	58,000	58,000	51,100	51,100	51,100	51,100	
90-15-09 Harbor Park Mowing	6,500	6,500	6,500	6,500	-	6,500	6,500	
90-15-10 MCSW Bookkeeping	10,247	25,000	25,000	25,000	12,500	25,000	25,000	
90-16-01 Opera House Rentals	27,807	2,160	16,161	10,000	21,303	-	-	
90-15-08 Snow Bowl WC Reimbursement				15,000	10,000	15,000	15,000	
90-20-10 Rockport Assessors R	17,093	18,000		98,000	60,874	110,300	110,300	
90-20-10 Rockland Assessors R	-	-	26,971	-	46,666	70,000	70,000	
90-20-14 Attorney Wage/Ben. F	80,132	142,605	-	-	-	-	-	
90-20-15 Wastewater Legal	-	4,000	4,000	4,000	4,000	4,000	4,000	
90-17-01 Harbor Permits	80,841	90,067	86,587	85,000	2,894	85,000	85,000	
90-17-02 Wait List Fees	2,875	3,075	3,100	3,000	2,600	3,000	3,000	
90-17-03 Wait/Late Fees	3,395	735	825	-	600	-	-	
90-17-04 Harbor Dockage/Misc	92,421	73,694	88,304	85,000	62,174	85,000	85,000	
90-17-05 Permits/Inner Harbor	46,815	48,850	45,963	35,000	3,300	45,000	45,000	
90-17-06 Permits/Finger Floats	28,350	29,835	31,515	30,000	-	30,000	30,000	
90-17-07 Permits/Late Fees	240	1,700	2,360	1,500	-	1,500	1,500	
90-17-08 Permits/Dinghy	16,522	22,055	21,594	20,000	4,301	20,000	20,000	
90-17-09 Permits/Daysailer	12,155	13,660	15,240	17,500	7,500	17,500	17,500	
90-17-10 Permits/Windjammer	10,515	20,010	18,940	23,000	12,620	19,000	19,000	
90-17-11 Permits/Fisherman &	3,075	4,500	4,725	3,500	225	4,000	4,000	
<i>Subtotal Harbor F</i>	<i>297,204</i>	<i>308,181</i>	<i>319,153</i>					
90-17-19 Terrain Park Mgr Wag	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
<b>Total - Income from Departments</b>	<b>545,829</b>	<b>582,729</b>	<b>504,405</b>	<b>565,300</b>	<b>337,598</b>	<b>640,400</b>	<b>640,400</b>	-
90-18-02 Miscellaneous Police F	-	-	-	-				
90-18-10 Rockport Reimburse	58,527	61,728	62,646	66,259	38,118	71,100	71,100	
<b>Total - Chgs for Ser</b>	<b>58,527</b>	<b>61,728</b>	<b>62,646</b>	<b>66,259</b>	<b>38,118</b>	<b>71,100</b>	<b>71,100</b>	-



**Town of Camden  
FY 24 Revenues**

REVENUE SOURCE	FY 20 Actuals	FY 21 Actuals	FY 22 Actuals	FY 23 Budget	FY 23 YTD	FY 24 Town Manager	FY 24 Budget Comm	FY 24 Select Board
<b>MISCELLANEOUS REVENUES</b>								
90-20-01 Interest Earned-Checl	130,709	77,476	35,219	30,000	196,317	120,000	120,000	
90-20-02 Yacht Club Lease	23,013	23,450	25,467	23,000	-	24,000	24,000	
90-20-03 Public Landing Leases	2,290	2,404	2,500	2,500	150	2,500	2,500	
90-20-04 Other Revenue/Misc.	2,475	7,704	1,576	3,000	3,560	4,000	4,000	
90-20-05 Sale of Surplus Equip,	500	2,736	-	-	-	-	-	
90-20-06 Town of Rockport WV	13,603	13,551	7,278	5,403	5,325	5,351	5,351	
90-20-08 Insurance Dividends	19,448	8,707	17,692	17,000	17,319	16,800	16,800	
<b>Total - Misc</b>	<b>192,038</b>	<b>136,028</b>	<b>89,732</b>	<b>80,903</b>	<b>222,671</b>	<b>172,651</b>	<b>172,651</b>	<b>-</b>
<b>OPERATING TRANSFERS</b>								
90-30-01 Trust Fund Income	-	-	168,158	-	-	50,000	50,000	
90-30-02 Reserve Withdrawals	88,000	95,000	170,000	513,000	500,000	165,000	165,000	
<b>Total - Transfers</b>	<b>88,000</b>	<b>95,000</b>	<b>338,158</b>	<b>513,000</b>	<b>500,000</b>	<b>215,000</b>	<b>215,000</b>	<b>-</b>
<b>OTHER FINANCING SOURCES</b>								
90-40-01 Bond/Note Proceeds	160,000	108,400	214,198	-	200,250	190,000	190,000	
90-40-02 Surplus	985,000	750,000	959,000	800,000	800,000	650,000	650,000	
90-40-05 Use of TIF Revenue	265,000	120,000	140,000	265,000	265,000	320,000	320,000	
<b>Subtotal - Other</b>	<b>1,410,000</b>	<b>978,400</b>	<b>1,313,198</b>	<b>1,065,000</b>	<b>1,265,250</b>	<b>1,160,000</b>	<b>1,160,000</b>	<b>-</b>
<b>TOTAL -MISC. TOWN REVENL</b>	<b>4,051,312</b>	<b>3,907,160</b>	<b>4,531,036</b>	<b>4,192,812</b>	<b>4,050,211</b>	<b>4,554,451</b>	<b>4,554,451</b>	<b>-</b>
						8.63%	8.63%	-100.00%
						<i>Change over FY 23</i>		

- 90-30-01 **Trust Fund Income**  
\$50K for Community Liaison Officer
- 90-30-02 **Reserve Withdrawals**  
\$165,000 from John Street Reserve to Pearl Street Project
- 90-40-01 **Bond/Note Proceeds**  
\$190,000 for Public Works Vehicles
- 90-40-02 **Surplus**  
\$650,000
- 90-40-05 **Use of TIF Revenue**  
\$320,000

**FY 24 Expenditure Summary**  
**DRAFT**

	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 24</b>	<b>Budget</b>	<b>FY24</b>	<b>FY24</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>YTDs</b>	<b>Town</b>	<b>Budget</b>	<b>Cmte</b>	<b>Select</b>	<b>Select</b>
						<b>Manager</b>	<b>Committee</b>	<b>Vote</b>	<b>Board</b>	<b>Vote</b>
<b>GENERAL GOVERNMENT</b>										
Administration & Finance	750,031	811,820	846,034	909,500	672,214	972,150	950,650		-	
Professional Services	149,415	278,051	114,957	93,568	77,866	102,055	98,550		-	
Planning, Development, Ass	424,908	420,356	446,765	691,985	505,888	770,750	751,550		-	
Information Technology	83,907	99,553	145,557	142,500	114,712	166,150	166,150		-	
Insurances	205,681	205,780	254,811	257,700	187,253	243,700	243,700		-	
Opera House Town Office	87,503	65,833	82,029	100,100	78,520	91,950	91,650		-	
Opera House Auditorium	271,249	271,840	282,144	317,500	246,849	-	-		-	
<b>Total - General Government</b>	<b>1,972,694</b>	<b>2,153,233</b>	<b>2,172,297</b>	<b>2,512,853</b>	<b>1,883,302</b>	<b>2,346,755</b>	<b>2,302,250</b>		-	
<b>PUBLIC SAFETY</b>										
Police Department	1,168,489	1,133,979	1,193,121	1,446,550	1,015,731	1,703,150	1,662,450		-	
County Dispatch	152,278	160,237	158,927	163,205	163,813	190,650	190,650		-	
Fire & Rescue Department	498,947	528,253	582,219	661,700	444,227	747,900	733,900		-	
Public Safety Building	36,937	46,368	44,326	49,385	33,900	48,000	48,000		-	
Hydrant Assessment	234,938	250,785	255,213	263,890	192,305	273,000	273,000		-	
Emergency Medical Services	122,067	130,277	138,265	216,310	150,388	294,200	294,200		-	
Emergency Operations Cent	500	500	500	500	225	-	-		-	
Street Lights	39,816	23,723	36,297	28,000	20,544	38,000	38,000		-	
<b>Total - Public Safety</b>	<b>2,253,972</b>	<b>2,274,122</b>	<b>2,408,868</b>	<b>2,829,540</b>	<b>2,021,133</b>	<b>3,294,900</b>	<b>3,240,200</b>		-	
<b>HIGHWAYS STREETS &amp; BRIDGES</b>										
Public Works	1,095,853	1,109,269	1,149,127	1,227,244	958,111	1,378,500	1,358,500		-	
Streets & Sidewalks	347,101	555,356	410,934	466,553	194,290	570,500	570,500		-	
Parking Lots	72,238	73,724	72,562	72,000	64,452	10,000	10,000		-	
Tree Program	27,515	52,215	41,307	53,000	18,993	53,000	53,000		-	
<b>Total - H'ways Sts &amp; Bridges</b>	<b>1,542,707</b>	<b>1,790,564</b>	<b>1,673,930</b>	<b>1,818,797</b>	<b>1,235,846</b>	<b>2,012,000</b>	<b>1,992,000</b>		-	
<b>HEALTH &amp; WELFARE</b>										
Provider Agencies	-	-	-			-				
Community Service Agency	25,000	25,000	10,500	18,500	18,500	18,500	19,500		-	
<b>Total - Health &amp; Welfare</b>	<b>25,000</b>	<b>25,000</b>	<b>10,500</b>	<b>18,500</b>	<b>18,500</b>	<b>18,500</b>	<b>19,500</b>		-	
<b>LEISURE SERVICES</b>										
Camden Public Library	478,000	493,000	493,000	523,000	392,250	555,000	555,000		-	
Camden Opera House						231,000	226,600		-	
Harbor & Landing	202,756	224,096	227,050	267,050	160,671	343,900	340,600		-	
Recreation	157,755	139,195	152,694	167,652	106,515	168,750	166,050		-	
Parks	229,909	266,060	350,294	367,310	237,730	382,150	377,450		-	
Dams	18,942	8,662	8,902	16,286	7,167	46,550	76,550		-	
<b>Total - Leisure Services</b>	<b>1,087,362</b>	<b>1,131,013</b>	<b>1,231,940</b>	<b>1,341,298</b>	<b>904,333</b>	<b>1,727,350</b>	<b>1,742,250</b>		-	
<b>CEMETERIES</b>										
Cemetery Association	46,400	-	-		-	-				
Cemetery Maintenance	52,450	53,121	41,948	51,100	18,674	51,100	51,000		-	
<b>Total - Cemeteries</b>	<b>98,850</b>	<b>53,121</b>	<b>41,948</b>	<b>51,100</b>	<b>18,674</b>	<b>51,100</b>	<b>51,000</b>		-	

**FY 24 Expendiure Summary  
DRAFT**

	FY	FY 20	FY 21	FY 22	FY 23	FY 23	FY 24	FY 24	Budget	FY24	FY24
	Acti	Actuals	Actuals	Actuals	Budget	YTDs	Town	Budget	Cmte	Select	Select
							Manager	Committee	Vote	Board	Vote
<b>DEBT/CAPITAL/CONTINGENCY</b>											
Debt Service Principal		594,675	604,651	759,905	654,394	581,279	631,861	602,420		-	
Debt Service Interest		131,586	120,402	154,271	145,171	111,549	127,839	127,839		-	
Capital Reserves		333,500	167,083	385,000	850,000	850,000	700,000	700,000		-	
Capital Improvement Progr:		393,296	179,112	182,894	220,000	407,210	445,000	445,000		-	
Contingency		10,916	69,102	98,391	40,000	27,643	40,000	40,000		-	
<b>Total Debt/Capital/Continge</b>		<b>1,463,973</b>	<b>1,140,350</b>	<b>1,580,461</b>	<b>1,909,565</b>	<b>1,977,681</b>	<b>1,944,700</b>	<b>1,915,259</b>		-	
<b>TOTAL TOWN EXPENDITURE:</b>		<b>8,444,558</b>	<b>8,567,403</b>	<b>9,119,944</b>	<b>10,481,653</b>	<b>8,059,469</b>	<b>11,395,305</b>	<b>11,262,459</b>		-	
							8.72%	7.45%		-100.00%	
							<i>Change over FY 23</i>				
<b>TOTAL TOWN REVENUES</b>		<b>4,051,312</b>	<b>3,907,160</b>	<b>4,531,036</b>	<b>4,192,812</b>	<b>4,050,211</b>	<b>4,554,451</b>	<b>4,554,451</b>		-	
							8.63%	8.63%		-100.00%	
							<i>Change over FY 23</i>				
<b>NET GENERAL FUND BUDGET</b>					<b>6,288,841</b>	<b>4,009,258</b>	<b>6,840,854</b>	<b>6,708,008</b>		-	
							8.78%	6.67%		-100.00%	
							<i>Change over FY 23</i>				

<b>ASSESSMENTS</b>							
	FY	FY 20	FY 21	FY 22	FY 23	FY 24	FY 24
	Acti	Actuals	Actuals	Actuals	Budget	Assessment	Assessment
MCSWC Assessment		235,150	242,150	237,298	237,007	234,797	-
<b>TOTAL MUNICIPAL ASSMT.</b>		<b>235,150</b>	<b>242,150</b>	<b>237,298</b>	<b>237,007</b>	<b>234,797</b>	-
						-1.05%	-100.00%
						<i>Change over FY 23</i>	
	FY	FY 20	FY 21	FY 22	FY 23	FY 24	FY 24
	Acti	Actuals	Actuals	Actuals	Budget	Assessment	Assessment
School Assessment		12,216,622	12,514,525	12,897,376	13,275,567	-	-
Knox County Assessment		1,392,701	1,482,169	1,558,483	1,571,388	-	-
<b>TOTAL MUNICIPAL ASSMT.</b>		<b>13,844,473</b>	<b>14,238,844</b>	<b>14,693,157</b>	<b>15,083,962</b>	<b>234,797</b>	-
						-98.40%	-100.00%
						<i>Change over FY 23</i>	

	2022-2023		2023-2024			
	Expense	Percentage of Municipal Budget	Expense	Percentage of Municipal Budget	Annual Increase/(Decrease)	
Wages/FICA/Medicare	3,961,451	37.79%	4,318,700	39.02%	357,249	9.02%
Health Insurance	1,124,600	10.73%	1,095,100	9.89%	(29,500)	-2.62%
Retirement	361,180	3.45%	395,900	3.58%	34,720	9.61%
Total Municipal Wages	5,447,231	51.97%	5,809,700	52.49%	362,469	16.01%

	COLA	Step Increase	Net Staff Add/Delete		
Administration	44,900	-	-	44,900	
Codes/Planning/Assess	35,375	4,003	52,922	92,300	
Opera House-Town Off.	1,269	-	(20,440)	(19,171)	
Opera House-Auditorium				(184,000)	
Police Dept.	79,279	10,215	54,847	144,341	
Fire Dept.	22,636	1,100	5,285	29,021	
Public Safety Bldg	-	-	(5,000)	(5,000)	
Public Works	54,857	1,485	13,757	70,099	
Harbor Dept.	11,707	2,811	39,621	54,139	
Recreation Dept.	6,157	1,181		7,338	
Parks Dept.	15,302	2,053	23,229	40,584	
Cemeteries	2,188	691	-	2,879	
				277,430	ST
Stipends				(1,400)	
Part time Wages				37,400	
Overtime Wages				(3,500)	
Call/Training Wages				10,000	
				42,500	
				319,930	ST
FICA/Medicare				37,319	
				357,249	



# MEMORANDUM

**To:** Select Board

**From:** Jeremy Martin, Planning and Development Director

**Date:** March 27, 2023

**Re:** Business Licensing Ordinance – New Code Chapter

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## PURPOSE

The agenda item is a public hearing on proposed changes to the Town's business licensing chapters within the Town's Code of Ordinances. There are presently nine (9) separate business licensing chapters that regulate the licensing of certain businesses and activities. Upon adoption of this Chapter, the following Chapters and Article would be repealed; Chapter 11 Amusement Permits, Chapter 20 Assemblies, Public, Chapter 88 Flea Markets, Chapter 112 Hawking and Peddling, Chapter 150 Lodging, Chapter 158 Marijuana, Chapter 240 Taxicabs, Chapter 270 Victualers, and Article II of Chapter 7 Alcoholic Beverages."

The proposed new chapter streamlines these regulatory chapters into one new chapter with two articles. Article I addresses the general application, review, and approval processes as well as compliance for all license types. Article II, specifically addresses each of the nine license types (i.e., amusement, public assembly, lodging.) Contained within each license type are special or specific requirements or review process for each of the license types. In addition, the new chapter removes fees for specific license applications, as well as certain questions contained within the application requirements, and makes other minor non-substantive changes. It has been determined that fees and specific application questions should not be contained with the Code and are better suited outside of the Code of Ordinances, As with other Town fees, fees will be adopted by the Select Board as part of a fee schedule each year, which will allow more flexibility in determining new and appropriate fees, based on the actual time spent by town staff during the application, permitting, review and approval process. In addition, the applications for each license type will be drafted by the Town Manager and relevant department heads and will include and require more pertinent and appropriate information and not be bound by language that may be inappropriate or not relevant to the actual license application.

The new chapter also establishes an "entertainment district" which is allowed under M.R.S., Title 28A, Section 221, and the State of Maine's liquor licensing procedures. Entertainment Districts allow a common consumption area in a district that has multiple entities that serve alcohol. The proposed "entertainment district" would encompass about 2.9 acres of the Lyman Morse property.

## RECOMMENDATION

It is staff's recommendation that after the public hearing you approve of the proposed Code amendments and staff will draft warrant article language for voters in June.

## **Chapter 142 – Licenses – Business and others**

### **ARTICLE I. GENERAL**

#### **§ 142-1.1 Purpose and Intent**

In order to promote the health, safety and general welfare of the citizens of Camden, this chapter is enacted by the Town of Camden to control the licensing of and regulation of the conduct of certain businesses and other uses as may be required by this chapter.

#### **§ 142-1.2 General Enactment Authority**

This chapter is enacted pursuant to 30-A M.R.S. Section 3001 et seq. This chapter expressly applies to licenses and permits requiring "municipal officers" approval. Certain licenses regulated herein have special enactment authority under state law. That authority is noted as "special enactment authority" under the specific license in Article II. Upon adoption of this Chapter, the following Chapters and sections are hereby repealed: Chapter 11 Amusement Permits, Chapter 20 Assemblies, Public, Chapter 88 Flea Markets, Chapter 112 Hawking and Peddling, Chapter 150 Lodging, Chapter 158 Marijuana, Chapter 240 Taxicabs, Chapter 270 Victualers, and Article II of Chapter 7 Alcoholic Beverages.

#### **§ 142-1.3 Delegation of Authority**

- A. As agent of the Town and the Select Board, the Town Manager and/or their designee is hereby authorized and directed to:
- 1.) Draft applications and submittal requirements for each license.
  - 2.) Receive applications required by this Chapter.
  - 3.) Distribute applications to appropriate department heads for their inspection(s) and written report, as required in this Chapter or in State Law.
  - 4.) When required, set a public hearing for Select Board action.
  - 5.) To the extent authorized by law, the Town Manager is authorized to approve renewals of existing licenses after inspections and approvals to ensure compliance with § 142-1.7; and this chapter; and
  - 5.) Issue licenses.
- B. As agents of the Town and the Select Board, when and where required by this Chapter, the Fire Chief, Police Chief, Code Enforcement Officer, and the Planning and Development Director are hereby authorized, as required, to inspect and approve of the licensed facilities prior to Select Board action on the License.

#### **§ 142-1.4 Complying with rules and regulations, paying fee, obtaining license prerequisite to doing business.**

Except as otherwise provided, no person shall engage in any business or activity, nor maintain any equipment or device, for which a license or municipal approval is required in this Chapter, without having first complied with all applicable rules and regulations and having paid the proper fee and obtained a license therefor.

#### **§ 142-1.5 License for each location required.**

A license is required for each place or premises where a business regulated by this chapter, or any part thereof, including storage, is conducted. No licensee shall engage in such business in any manner at any place without first obtaining such license. The provisions of this section shall

not apply to the following licenses, except that a separate license shall be required for each cart, vehicle, conveyance or other carrier employed by such licensees: Hawker, Peddler, or taxicab.

#### **§ 142-1.6 Application Requirements**

Any person required by this ordinance to obtain a license from the Town shall make application upon a form provided by the Town and shall state facts as may be required. Only complete applications will be accepted. Application(s) must be accompanied by the requisite fee and returned to the Town office. The Select Board, Town Manager or their designee are responsible for obtaining written approvals from applicable department heads, including but not limited to: (1) Fire Chief, (2) Police Chief, (3) Code Enforcement Officer and (4) Planning and Development Director, as may be required. Said approvals shall be based upon criteria set forth in this Chapter, on the applications, and applicable municipal regulations and State Law for the safe operation of the licensed facility, including but not limited to applicable building, plumbing and life safety codes. Those licenses that require a license or approval by the State of Maine must provide evidence of the license or approval.

#### **§ 142-1.7 Application Criteria and Inspections Required – General**

When required, the officials named in § 142-1.5 of this Chapter shall cause inspections to be made and a written report forwarded to the licensing authority verifying that the premises to be used by the proposed activity is in compliance with the following:

- A. Chapter 290, Zoning
- B. Current 101 Life Safety Code, as adopted by the State of Maine
- C. Chapter 79, Fire Prevention and Protection
- E. National Electrical Code, as adopted by the State of Maine
- F. Maine Uniform Building and Energy Code, As adopted by the State of Maine
- G. Maine Uniform Plumbing Code and Subsurface Wastewater Disposal Rules
- H. Chapter 224, Sewers
- J. As a condition of approval, the Police and/or Fire Department may require that Police and/or Fire personnel be present before, during, or after the event, at the applicant's expense.
- K. Applicable State of Maine requirements for the use.

#### **§ 142-1.8 Public Notice, Meeting and Hearing**

- A. Upon receipt of a completed application and all required supporting documentation, the Town Manager and/or their designee, when required, shall cause notice of said application to appear for at least two (2) consecutive weeks before the date of the hearing in a weekly newspaper having general circulation in the Town of Camden, the cost of which shall be borne by the applicant and paid directly to the Town of Camden.
  - 1.) For Victualers and Lodging licenses, the Select Board shall meet annually during the month of May on a date and at a time and place in the municipality that they determine. At least 7 days before the meeting, they must post notices stating the purpose of the meeting in at least two public places in the municipality.
  - 2.) The Select Board may meet at any other time at a meeting specially called and with public notice as provided in subsection 1.) above.
- B. All licenses, new and renewals, requiring public hearings shall be acted upon by the Select Board. The Town Manager and/or their designee (collectively hereinafter as the context requires "Town Manager") shall act upon all licenses, new and renewals, not requiring public hearings.

#### **§ 142-1.9 Select Board Action**

Upon referral by the Town Manager or their designee of a completed application in accordance with this Chapter, the Select Board shall hold a public hearing, when required, to consider the license application. In its consideration to approve or deny said request, the Select Board shall determine that the applicant has:

- A. Obtained approvals and inspections in accordance with this Chapter.
- B. Is in compliance with any requirements for obtaining the license pursuant to this Chapter or any other municipal code or regulation, as well as any state or federal law.
- C. If the Select Board determines that the applicant has met these requirements, it shall approve the license. If the Select Board determines the applicant has not met these requirements, it shall deny the license.
- D. The Select Board may approve and issue the license under any restrictions, regulations and/or any conditions that it considers necessary, in order to protect the public health and welfare.

#### **§ 142-1.10 Conditional License.**

Upon a finding of good cause, the Select Board, or the Town Manager as authorized above, may issue a conditional license valid for up to ninety (90) days contingent upon the licensed facility being compliant with all applicable health and life safety codes and standards as may be applicable under municipal regulation or State Law.

#### **§ 142-1.11 Duration of licenses; expiration date.**

All licenses issued under this chapter, except when otherwise provided, shall expire one year after the date of issuance unless revoked or suspended prior to expiration in accordance with the provisions of this Chapter.

#### **§ 142-1.12 Display of licenses.**

Any license issued under this Chapter shall be displayed prominently at the place of business of the licensee named in the license.

#### **§ 142-1.13 Denial, Suspension and Revocation.**

- A. The Town may deny a License if the applicant fails to comply with the requirements of this Chapter. A license issued under the provisions of this Chapter may be revoked by the Select Board or the Town Manager as authorized above, for any of the following reasons:
  - 1.) If the licensee violates any condition or requirement of licensing under state or federal law or local ordinance;
  - 2.) If there is fraud, misrepresentation, or false statement made in the course of applying for a permit, or judicial finding of fraud, misrepresentation, or false statement made to the Town in the course of operating the business;
  - 3.) If there is judicial finding that the permittee conducted business in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or welfare of the public;
  - 4.) For failure to comply with terms or conditions of approval as specified in the permit application, such as but not limited to, building permit, sign permits, and development permit;
  - 5.) For failure to abide by conditions imposed by Code Enforcement Officer,



- Police, and Fire Departments, in connection with a business license involving a special event; or
- 6.) If it is determined that the licensee is unfit to hold a license.
- B. Revocation hearing.
- 1.) A license may not be revoked or suspended under § 142-1.13 until after investigation and hearing. The licensing authority shall serve notice of the hearing on the licensee or leave it at the licensed premises at least 3 days before the time set for the hearing. At the hearing, the licensee must be given an opportunity to:
    - a.) Hear the evidence in support of the charge against the licensee and to cross-examine, alone or through counsel, the witnesses; and
    - b.) Be heard in the licensee's own defense.
- C. Failure of an establishment to obtain a license when deemed necessary by this ordinance shall be enforced as violation and dealt with in the same manner as a denial, suspension, or revocation. If an applicant or a permittee has not complied with any of the requirements listed above, or if, through a routine criminal background investigation it is discovered that an applicant or a permittee has a criminal background and that background may jeopardize the welfare and safety of the community, the Town may immediately refuse to grant a permit or revoke an existing permit. The applicant or permittee shall receive notice by personal service or if personal service cannot be affected, by certified mail of the refusal or revocation. The notice shall contain a statement of the reason(s) for the refusal or revocation. Violation, suspension or revocation shall also be subject to the following:
- 1.) Upon receipt by the Code Enforcement Officer of a report from any department head or City, state or federal employee or agent charged with issuing, supervising, monitoring, inspecting or otherwise regulating any licensee, that the licensee is violating any law or ordinance respecting such license, the Code Enforcement Officer shall give notice to the licensee of the alleged violation. The notice of violation from the Code Enforcement Officer shall be delivered to the licensee by a person authorized to serve process under the laws of the State of Maine. The notice shall state the nature of the alleged violation and the date it was allegedly observed.

#### **§ 142-1.14 Appeals.**

An aggrieved party may appeal any decision of the Select Board or the Town Manager to approve, approve with conditions, deny, or revoke a license or suspend a license to the Superior Court within thirty (30) days of the written decision. In all instances the Select Board or Town Manager shall issue a written decision and such decision shall be sent to the applicant or licensee.

#### **§ 142-1.15 Nontransferability.**

Any license issued by the Town shall not be transferable, nor assignable.

#### **§ 142-1.16 Ongoing Compliance Required**

All business and facilities that are issued licenses under this Chapter shall remain in compliance with any and all applicable municipal and State laws and regulations, or conditions of approval that pertain to the licensed premises.

#### **§ 142-1.17 Fees**

Fees for license applications shall be set by the Select Board in a fee schedule as may be determined from time to time.

**§ 142-1.18 Severability**

If any section, subsection, sentence, clause, phrase, or portion of this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions.

**§ 142-1.19 Violations; penalty.**

Each day that any person engages in any business or activity without a license or after the license fee therefor. becomes due and payable without paying such fee and securing a license as required in this chapter, shall constitute a separate offense. Each day that a person continues to operate a business in violation of any of the provisions of this chapter shall constitute a separate offense. In addition, if any licensed facility that operates in violation of their license or the requirements or conditions of their license constitutes a violation of this chapter. Violators may have their licenses immediately suspended or revoked after hearing. Any person, firm, or corporation violating any provision of this chapter shall be subject to Chapter 1, General Provisions, Article I, subsection 1-4. Enforcement and Penalties, and therefore fined not less than \$100 nor more than \$2,500 or for each offense, and a separate offense shall be deemed committed on each day during or on which the violation occurs or continues, or as provided for in specific license types in Article II of this chapter. All fines and penalties shall be recovered on complaint by the Town before a court of competent jurisdiction, or through a consent agreement as provided for in Chapter 290 of the Town Code of Ordinances.

**ARTICLE II – LICENSE TYPES and SPECIAL DISTRICTS**

**§ 142-2.1 Amusement Permits**

These rules and regulations shall be known and may be cited as "Special Amusement Rules and Regulations of the Town of Camden, Maine." These rules and regulations are codified pursuant to Title 28 M.R.S. § 702[1] and an ordinance duly enacted by the Town of Camden at a regularly constituted Town meeting on the 13th day of March 1978. [1] Editor's Note: 28 M.R.S. § 702 was repealed by Laws 1987, c. 45, § A, 3. See now 28-A M.R.S. § 1054.

**A. Special Purpose and Enactment Authority**

The purpose of these rules and regulations is to control the issuance of special permits for music, dancing or entertainment in facilities licensed by the State of Maine to sell liquor as required by Title 28 M.R.S. § 702.

**B. Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

***ENTERTAINMENT***

Includes any amusement, performance, exhibition or diversion for patrons or customers of licensed premises whether provided by professional entertainers or by full-time or part-time employees of the licensed premises whose incidental duties include activities with an entertainment value.

#### *LICENSEE*

Includes the holder of a license issued under the alcoholic beverage's statutes of the State of Maine, or any person, individual, partnership, firm, association, corporation, or other legal entity, or any agent, or employee of any such licensee.

#### *TUMULTUOUS CONDUCT*

Conduct of such nature and magnitude as to require or to cause the involvement of the Police Department of the Town of Camden or the involvement of other law enforcement authorities.

#### *UNNECESSARY NOISE*

Constitute noise of such a level and duration that said noise is both clearly audible outside the premises for which a permit has been issued and sufficiently irritating to disturb the residents in the neighborhood where this establishment is located.

### **C. Special Permit and License Requirements**

- 1.) No licensee for the sale of liquor to be consumed on a licensed premises shall permit, on a licensed premises, any music, except radio or other mechanical device, any dancing or entertainment of any sort unless the licensee shall have first obtained from the Town in which the licensed premises are situated a special amusement permit signed by at least a majority of the municipal officers.
- 2.) Applications for all special amusement permits shall be made, in writing, to the municipal officers on applications and forms prescribed by the Town along with required supplemental and supporting documentation and fees as may be required by the Town.
- 3.) Must provide a copy of the applicant's current liquor license.
- 4.) Municipal Officers shall be governed by the standards of subsection (D) below.
- 5.) An inspection by the Fire Chief or their designee, the Code Enforcement Officer and the Police Chief or their designee per § 142-1.7 shall be conducted prior to issuance of the license.

### **D. Special Standards**

- 1.) Hours of operation. The permitted activities under a special amusement permit shall cease no later than 11:00 p.m. in a residential zone as defined by the Zoning Ordinance of the Town of Camden, except that permitted activities shall cease no later than 12:00 midnight in a residential zone on New Year's Eve; and no later than 12:30 a.m. in a commercial zone as defined by the Zoning Ordinance of the Town of Camden, except that permitted activities shall cease no later than 1:30 a.m. in a commercial zone on New Year's Eve. It shall be deemed detrimental to the public safety or welfare for entertainment of the type requiring special amusement permit to occur between the hours of 11:00 p.m. and 6:30 a.m. (12:00 midnight to 6:30 a.m. on New Year's Eve) in a Rural Zone as defined by Section IV, Article 1, in a Residential 2 Zone as defined by Section IV, Article 2; a Residential 1 Zone as defined by Section IV, Article 3; an Industrial Zone as defined by Section IV, Article 6; and in a Shoreland Zone as defined in Section IV, Article 7, of the Zoning Ordinance of the Town of Camden; and 12:30 a.m. to 6:30 a.m. (1:30 a.m. to 6:30 a.m. on New Year's Eve) in the following zones: Business Zone 2 as defined by Section IV, Article 4; Business Zone - Down Town - B-1 as defined by Section IV, Article 5; and Harbor and Business Zone as defined by Section IV, Article 8, of the

Zoning Ordinance of the Town of Camden.[1] [1] Editor's Note: See § 290-4.2 of Ch. 290, Zoning, for the list of zoning districts in the Town.

- 2.) There shall be no amplified music in a residential zone under any circumstances, except as may be allowed by approval of the Select Board on Town property. For purposes of these rules and regulations, "amplified music" shall include any amplification of sound produced by musical instruments for the provision of entertainment.
- 3.) The facilities on a premises receiving a permit under the terms of these rules and regulations shall be adequate to assure the safety of all patrons of that establishment and shall comply with all state laws and ordinances regarding such an establishment.
  - (a.) The seating capacity in all zones shall be subject only to the requirement of other state laws or municipal ordinances as to capacity.

#### **E. Tumultuous Conduct**

Incidents of tumultuous conduct or unnecessary noise shall be grounds for the suspension or revocation of a permit following notice and hearing and subject to the procedures of § 142-1.13 of these rules and regulations. The licensee of the permit hereunder shall not permit tumultuous conduct in his establishment at any time. Incidents or occurrences of tumultuous conduct as defined herein twice in one week or three times in one month shall be such conduct constituting grounds for suspension or revocation of the permit, following notice and hearing and upon the finding of fact that the owner or manager of said establishment took no reasonable actions to abate this conduct, which shall be prima facie evidence of a condition detrimental to the public health, safety or welfare of the community. For the purposes of this Chapter, "tumultuous conduct" shall be defined as follows:

- 1.) An instance of tumultuous conduct involving more than five people shall constitute riotous conduct. One such instance or occurrence of riotous conduct shall be such conduct constituting grounds for suspension or revocation of the permit following notice and hearing and upon a finding of fact that the owner or manager of said establishment took no reasonable actions to abate this conduct, which shall be prima facie evidence of a condition detrimental to the public health, safety or welfare of the community.
- 2.) Unnecessary noise as defined herein constitutes a detriment to the public health, safety or welfare. More than three complaints of unnecessary noise reported to the Chief of Police within any year that a licensee has a permit may cause the municipal officers to consider revocation or suspension of the permit following notice of hearing to interested parties as prescribed herein. Following the hearing, the receipt of three additional complaints by the Chief of Police may cause the municipal officers to call a further hearing to consider revocation or suspension of the permit, following notice of hearing to interested parties as prescribed herein, and any three additional complaints after any hearing to consider revocation or suspension may cause the municipal officers to call a further hearing in the same manner as prescribed herein. Any outstanding complaints of unnecessary noise for a prior license year of a licensee with a special amusement permit shall not be considered after the beginning of a new license year of that licensee for purposes of determining the existence of more than three complaints of unnecessary noise to reinstate the permit if it finds that the permitted activities would not constitute a detriment to the public health, safety or welfare; or that the denial, revocation or suspension was arbitrary or capricious; or that the denial, revocation, or suspension was not based by a preponderance of the evidence on a violation of any ordinance, article, bylaw, or rule or regulation of the municipality.

**F. Charge for Admission**

A licensed hotel, Class A restaurant, Class A tavern or restaurant malt liquor licensee, other state-licensed facility who has been issued a special amusement permit may charge admission in designated areas approved by the municipal special amusement permit.

**§ 142-2.2 Public Assemblies**

The inhabitants of the Town of Camden are concerned about the serious public health and safety problems that may result when crowds assemble for any organized event. Such assemblages may lead to serious problems involving public health and safety matters relating to waste disposal, potable water, first aid, obstruction and damages to roads and highways, violation of alcohol and controlled substance laws, and destruction of both public and private property. The following chapter is hereby adopted in the interest of promoting general welfare, public health, and providing for public safety.

**A. Special Licensing Required, exceptions.**

No person shall exhibit, sponsor, hold, promote, or operate any pageant, amusement show, theatrical performance, or other public assemblage where in excess of 400 people are reasonably anticipated to attend and where a substantial portion of the exhibitors, sponsors, promoters, operators, or attendees will be out of doors without procuring a license therefor from the municipal officers. Activities sponsored by the Town of Camden or by SAD 28, and public assemblies for purposes of Town government are expressly excluded from the licensing requirement of this chapter.

**B. Special License Request Deadline**

Any person seeking issuance of an assembly license must make a request therefor to the municipal officers or their agent no later than seven days prior to the event.

**C. Special Standards for Issuance**

The municipal officers shall issue a license to the applicant in the event that the municipal officers determine that the applicant complies with and has the ability to comply with the following standards, considering the size, duration and nature of the proposed event:

- 1.) Determine to their satisfaction that adequate supplies of potable water shall be available and reasonably spaced throughout the area;
- 2.) Determine that adequate toilet facilities shall be available;
- 3.) Determine that the area to be used is adequately equipped with containers for disposal of solid waste and garbage and that provisions are made for the removal and disposal of such wastes and garbage;
- 4.) Determine that adequate first aid facilities shall be provided;
- 5.) Determine that adequate parking facilities are available in the area in which the event is to be held;
- 6.) Determine that the event will not impair the safe and orderly flow of traffic on public ways; and
- 7.) Make any additional determination reasonably necessary for the municipal officers to find that the applicant shall continue to comply with the standards set forth above for issuance of the license as of the date of the event.

- 8.) An inspection by the Fire Chief or their designee, the Code Enforcement Officer and the Police Chief or their designee per § 142-1.7 shall be conducted prior to issuance of the license.

**D. Special License Conditions.**

The municipal officers may attach conditions to any license issued hereunder as are reasonably necessary to the applicant's compliance with this chapter, and enforcement of this chapter, including, without limitation, a condition that the applicant hire professional security personnel or compensate the Town for additional police officers or fire or EMS personnel for the event.

**E. Surety Bond Required**

In the event that the municipal officers determine that a surety bond is necessary to assure the applicant's compliance with the standards and conditions of the issuance of the license, the applicant may be required to furnish a surety bond acceptable to the municipal officers insuring that the grounds will be cleared of waste, and any damage to public or private property in the area arising out of, or in connection with, the event is promptly corrected or compensated for.

**F. Additional Information**

The applicant, if called upon to do so by the municipal officers or their agent, shall furnish a plan showing the size of the area to be used with designated locations for drinking water, toilet and washing facilities, waste containers, first aid facilities and available parking.

**§ 142-2.3 Bottle Clubs**

This section shall be known and may be cited as "An Ordinance for the Licensing of Bottle Clubs in the Town of Camden, Maine." This article is codified pursuant to Title 30 Maine Revised Statutes § 2151(D)[1] and pursuant to the general police power of the municipality. [1] Editor's Note: 30 M.R.S. § 2151 was repealed 2-26-1988 by Laws 1987, c. 583, § 12. See now 28-A M.R.S. § 161-B.

- A. **Definitions.** Unless otherwise defined herein or in the text, all words used will have their common meaning. The following words and phrases have the following definitions:

***BOTTLE CLUB***

Any person operating on a regular basis a premises for social activities in which members or guests provide their own alcoholic beverages, and where no alcoholic beverages are sold on the premises. A "bottle club" is such a club which maintains quarters for the use of its patrons on a regular basis or charges an admission fee to patrons or to the general public. Drinking in a public place as defined in Title 17 M.R.S. § 2003[1] shall not be deemed drinking in a bottle club; and nothing contained herein shall contradict the prohibition contained in said Title 17 M.R.S. § 2003 concerning drinking in a public place.

***OFFICER***

Any officer, director, stockholder, owner, manager or person who has either a financial interest of any nature in a bottle club or directs any policy of a bottle club.

## **PERSON**

Any individual, person, firm, corporation, association, partnership, or organization.

[1] Editor's Note: 17 M.R.S. § 2003 was repealed 6-5-1981 by Laws 1981, c. 481, §

### **B. Unlicensed bottle clubs prohibited, exceptions.**

- 1.) No person, including a firm, corporation, association, partnership, or organization, shall keep, maintain, operate, lease, or otherwise furnish, either to its members, patrons and guests or to the general public, any premises, building, apartment, or place for use as a bottle club, without first having obtained a license as prescribed herein and paying fee therefor.
- 2.) Notwithstanding any other provisions of this article, the following organizations shall not be subject to the provisions of this article: bona fide nonprofit, charitable, patriotic, or religious organizations. Such an exempt organization under the terms of this article must in proof of its exemption exhibit to the licensing authority suitable proof of tax exemption under the then-existing federal income tax code or under the laws of the State of Maine in proof of its qualification for exemption.

### **C. Qualifications of Officers**

All officers of a bottle club shall meet the following qualifications: No officer shall have been convicted of a Class A, B, or C crime nor of violating any of the gambling or prohibited liquor laws of the United States or of the State of Maine, or any other state, within seven years immediately preceding the date of the application.

### **D. Description of Premises**

All officers of a bottle club shall meet the following qualifications: No officer shall have been convicted of a Class A, B, or C crime nor of violating any of the gambling or prohibited liquor laws of the United States or of the State of Maine, or any other state, within seven years immediately preceding the date of the application.

### **E. Special Permit and License Requirements**

- 1.) No bottle club defined herein shall operate without a license and only upon approval of the majority of the municipal officers
- 2.) Applications for all bottle club's licenses shall be made, in writing, to the municipal officers on applications and forms prescribed by the Town along with required supplemental and supporting documentation and fees as may be required by the Town.
- 3.) An inspection per § 142-1.7 shall be conducted prior to issuance of the license.

### **F. Special Notice Requirement**

The municipal officers shall also give written notice to the owners of all property within 500 feet of the parcel or tract of land on which such bottle club shall be located, and such notice shall be given by certified mail, return receipt requested.

### **G. Special Standards for Issuance of License**

The municipal officers hereby adopt the following standards in the issuance of a license for a bottle club and for the suspension or revocation of such a license:

- 1.) The municipal officers shall not grant a license in the event that said officers find that the issuance of the license would be detrimental to the public health, safety or welfare; or would violate municipal ordinance, or rules and regulations, articles or bylaws.
- 2.) The facilities on the premises receiving a license under the terms of this article shall be adequate to assure the safety of all patrons of that establishment and shall comply with all state laws and ordinances regarding such an establishment.
- 3.) Seating capacity in all zones shall be subject to the requirements of other state laws and municipal ordinances as to capacity.
- 4.) Under no circumstances shall any bottle club as defined in this article be permitted in a rural zone, residential-2 zone, residential-1 zone, or a shoreland zone in the Town of Camden as defined by the Zoning Ordinance[1] of the Town of Camden. Subject to the provisions contained in this article, the bottle club shall be permitted only in a business zone-2 as defined by Section IV, Article 4; a business zone (downtown) B-1 as defined by Section IV, Article 5; and a harbor and river business zone as defined by Section IV, Article 8, of the Zoning Ordinance of the Town of Camden.[2] Permitted activities under such a license in said zones shall cease no later than 12:30 a.m. in said business zones. It shall be deemed detrimental to the public safety or welfare for such permitted activities under said license to occur between the hours of 12:30 a.m. and 6:30 a.m. in said business zones. [1] Editor's Note: See Ch. 290, Zoning. [2] Editor's Note: See § 290-4.2 of Ch. 290, Zoning, for the list of zoning districts in the Town.
- 5.) No licensee under the terms of this article for a bottle club shall be permitted to operate a bottle club unless said licensee obtains the services of an appropriate police officer or law enforcement officer during all of the hours of operation of said bottle club. Services of such a police officer or law enforcement officer shall be obtained solely at the expense of said licensee.
- 6.) No license shall be granted to any applicant who has not permitted access to the premises of the applicant by the Fire Chief, or their designee and the Code Enforcement Officer for the investigation of an applicant as required in § 142-1.6 and § 142-1.7 herein; and no license shall be granted to any applicant who has not fully cooperated with such an investigation.

#### **H. Entertainment License**

No licensee shall permit, on his licensed premises, any music, dancing or entertainment which requires a special amusement permit, unless the licensee shall have first obtained a special amusement permit pursuant to the requirements of the rules and regulations governing the issuance, suspension and revocation of special amusement permits for the Town of Camden.

#### **I. Hours of Bottle Clubs**

The premises used as a bottle club shall be closed and vacated by members and guests each day during the hours as specified in §142.2.3 (G) (4) of this article. During the hours that the bottle club must remain closed, no members, guests, or other persons, other than regular employees, may be on or remain therein, and the use by anyone of the premises or facilities the bottle club for the drinking of alcoholic beverages during such hours when the bottle club must remain closed is prohibited.

#### **J. Minors not permitted in Bottle Clubs.**



No person under the age of 20 years shall be permitted in or on that part of the premises subject to the control of any bottle club where people are permitted to drink alcoholic beverages.

**K. Illegal activities**

No licensee shall permit any illegal activities to take place on the licensed premises and shall immediately report such activity to law enforcement authorities. Such licensed premises shall be subject to inspection by state, county or municipal law enforcement officers at any time, at the request of the municipal officers.

**L. License restriction.**

- 1.) A license to operate a bottle club, as provided for by this article, may be denied, suspended, or revoked by the municipal officers, after notice and hearing, for a violation of or a failure to comply with any of the provisions of this article.
- 2.) Public notice to interested parties shall consist of a notice published in a local newspaper of general or local circulation at least seven days prior to the date of the hearing.

**§ 142-2.4 FLEA MARKETS**

**A. License required; flea market defined.**

- 1.) It shall be unlawful for any persons, firm, or corporation to engage in the business of a flea market or the purchase and sale of articles by secondhand dealers in the Town of Camden, without having first secured a license therefore from the Board of Selectmen of the Town of Camden.
- 2.) This chapter and the licensing requirement contained herein shall pertain to any business activity commonly known as a "flea market" and any other related activity which involves the purchase and sale of articles by secondhand dealers. For purposes of this Chapter, the term "flea market" shall mean a business in which articles of merchandise are sold from stalls or booths or otherwise at a temporary location. For the purposes of this article, a "temporary location" shall mean a location for that business at which the business is operated for a period of less than six months in a period of one year.

**B. Permission required to operate flea market.**

No person, firm or corporation shall organize, permit, or cause the operation of a flea market or other similar business activity on any street, sidewalk, park, parkway or in any other public place except with the written permission of the Board of Selectmen of the Town of Camden.

**C. Traffic and advertising on public ways**

- 1.) Any applicant for a license shall specify adequate parking arrangements with regard to the location of the business activity under the license, and those parking arrangements shall not impair safety of traffic on public ways and shall not cause unreasonable congestion on public ways.

- 2.) Any licensee under the license granted hereunder shall take reasonable steps to assure that the business activity licensed hereunder shall not unreasonably impair safety or unreasonably cause traffic congestion on public ways.
- 3.) Any licensee hereunder shall not cause or permit signs advertising the licensed activity on any public way or public place except with the express permission of the Board of Selectmen, which said permission shall be specifically requested by the applicant and, if granted by the Board of Selectmen, shall be endorsed on the license.

## **§ 142-2.5 HAWKING AND PEDDLING**

### **A. Special Purpose and Exemptions.**

Activities such as the operation of a lemonade stand operated by a minor on the parent's property; an agricultural farm stand; and the preparation, sale and service of food conducted by religious, charitable, educational and other nonprofit institutions serving the local area are excluded from the provisions of this chapter. After careful consideration, the residents of the Town of Camden find that in order to preserve the beauty of the Town and at the same time allow reasonable commercial activity on certain public property for specific vendors for limited time periods, the regulation of hawking and peddling is necessary for the general welfare, health and safety of the public and the residents of the Town of Camden.

### **B. Definitions**

As used in this section, the following terms shall have the meanings indicated:

#### ***FOOD TRUCK***

A truck which has a current registration from the Maine Department of Motor Vehicles where food and/or drink is prepared and sold at retail for consumption by the public. Food trucks are not the same as peddler trucks and/or peddler carts.

#### ***HAWKER***

Any person operating on public property selling or offering to sell goods to the general public merchandise from a movable structure.

#### ***HAWKING AND PEDDLING***

The business of a person who travels from place to place for the purpose of selling food, drink or merchandise at retail to the general public.

#### ***PEDDLER***

Any person operating on public property selling, or offering for sale, to the general public, food from a temporary movable structure such as a peddler cart, a peddler truck, a tent pop-up canopy or a food truck.

#### ***PEDDLER CART***

1.) Any stand, cart or pushcart capable of being moved, which is designed and constructed to permit the preparation, sale and serving of food exclusively to the public. This cart is a temporary, mobile structure which is located in a specific place on a parcel of land and is not permanently affixed to either to the ground or to a permanent structure.

2.) Any stand, cart or pushcart which is not capable of being moved shall be considered to be a structure and not covered by this chapter.

***PEDDLER TRUCK***

A truck which has a current Department of Motor Vehicle license, from which only unprocessed food, such as, but not limited to, seafood, fruits and vegetables, are sold and is located on public property or on the street right-of-way subject to conformance with all traffic regulations.

***PUBLIC PROPERTY***

Real property located within the Town of Camden in which the Town of Camden has some right title and interest, be it by fee title, easement, lease or license, including but not limited to all Town ways and public easements. The Select Board is hereby authorized, from time to time, to exempt any public property from the scope of this definition, in its sole discretion.

**C. Vendor's license required.**

- 1.) It shall be unlawful for any person, firm or corporation to engage in the business of hawking and peddling of any food, drink, merchandise, article or thing without having first secured a vendor's license therefor from the Select Board of the Town of Camden or its designee, except for any such person, firm or corporation listed in the following subsection who is not involved in the business of itinerant vending of food and drink or merchandise at retail. Subject to the mandatory requirements of § 112-4 herein, the terms of each vendor's license shall be as determined by the Select Board, in its sole discretion, with due consideration of public health, safety or welfare. Issuance of any vendor's license shall be a permissive act of the Select Board; no person shall have a right to obtain a vendor's license.
- 2.) This chapter does not apply to person's selling merchandise by sample, list or catalogue for future deliveries; farm, dairy, orchard, fish, and forest products of their own production; or newspapers and religious literature unless such firm or corporation is engaged in the business of itinerant vending of merchandise at retail. By adoption of this chapter, the activity of hawking and peddling is hereby approved in all zones within the Town of Camden, and shall not be considered a use of real property as regulated by Chapter 290, Zoning, of the Code of the Town of Camden.

**D. Application for vendor's license.**

- 1.) Applications for such licenses shall be made to the Select Board by delivery of such application to the Town Manager or their designee and shall state thereon the description and number of vehicles, if any, intended to be operated in connection with the business for which a license is required, the kind of merchandise to be hawked or peddled, and the permanent address of the hawker or peddler.
- 2.) Applications shall include and require at a minimum and shall specify:
  - a.) The hawker or peddler must have received preliminary approval to participate in an event that has received approval from the Select Board or its designee;
  - b.) The hawker or peddler must be located on Town-owned property;

- c.) Business cannot be conducted outside the time frames of the specific event noted above;
- d.) Amplified customer notification systems and amplified music are prohibited;
- e.) Exterior lighting shall not create unreasonable glare and shall not be localized lighting that is used with the peddler truck or cart for the purpose of food preparation and used on the exterior of the peddler truck or cart for menu for focused, minimal menu illumination;
- f.) Signage shall be limited to externally illuminated, on-truck signs and menu signs; the size and location of signs shall be determined by the Select Board, in its sole reasonable discretion; provided, however, the Select Board shall give due consideration to, but not be bound by, the maximum allowable sign specifications for each zone as described in Article XI, § 290-11.11, of Chapter 290, Zoning, shall be prohibited; otherwise, Article XI of Chapter 290, Zoning, shall not apply to a peddler cart or truck which is the subject of a duly authorized vendor's contract;
- g.) Hawkers and peddlers shall not verbally solicit business from pedestrians or persons in vehicles or conduct sales to persons in vehicles;
- h.) Hawkers and peddlers of food or drink shall obtain all required municipal and state inspections and licenses prior to the sale of any food or drink.

#### **§ 142-2.6 Lodging**

##### **A. Special Purpose**

The Town of Camden hereby adopts the following Lodging Establishment Licensing Ordinance to provide for the orderly enforcement of regulations, limitations, restrictions, and other requirements relating to the operation of lodging establishments.

##### **B. Special Authority**

This chapter is enacted pursuant to and in accordance with the provisions of Title 30-A M.R.S. § 3811, Subdivision 1, and the Home Rule Authority granted to the Town in accordance with the provisions of Title 30-A M.R.S. § 3001.

##### **C. Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

##### *LICENSE*

A license issued pursuant to this chapter.

##### *LICENSEE*

Any person who maintains an unexpired license pursuant to this chapter.

##### *LICENSING BOARD*

The municipal officers of the Town.

##### *LODGING ESTABLISHMENT*

An overnight accommodation with sleeping arrangements provided for a fee which is considered, for purposes of this chapter, to be either an inn or a hotel/motel, as defined below:

**INN:** A type of lodging based in the permanent dwelling of the person or family acting as proprietor and that lodging accommodates, for a fee, travelers and other transient guests who are staying for a limited duration. An inn:

- (1) Has 10 or fewer sleeping rooms offered for rent;
- (2) Does not provide full-service dining, but may serve breakfast and/or an afternoon snack to guests only; and
- (3) May be allowed to host up to eight special functions per year, including the serving of meals to such gatherings, provided that written notification is provided to the Code Enforcement Officer and the parking for such functions is provided on-site or through other off-street arrangements.

**HOTEL/MOTEL:** A commercial building or group of buildings built or converted to accommodate, for a fee, travelers and other transient guests. A hotel or motel facility may include restaurant facilities where food is prepared, and meals served only to its overnight guests.

**OPERATOR**

Any person who operates a lodging establishment.

**PERSON**

Any individual, person, firm, corporation, association, partnership, or organization.

**D. Special Criteria for Issuance of License. The Applicant shall provide the following supplemental information:**

- 1.) The operator has not been convicted of a crime in the State of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five years of the date of application.
- 2.) There is no formal charging instrument now pending against the operator in the State of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the operator with the use of a dangerous weapon or of an offense involving use of a firearm against another person.
- 3.) The operator has not been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A M.R.S. § 5-307(b).[1] [1] Editor's Note: 18-A M.R.S. § 5-307 was repealed 9-1-2019 by Laws 2017, c. 402, § A-1
- 4.) The operator has not had three or more convictions for crimes punishable by less than one year imprisonment within five years of the date of the application.
- 5.) The operator has not been adjudicated as having committed a juvenile offense pursuant to the laws of the State of Maine or any other jurisdiction within five years of the date of application.

- 6.) The operator has not had three or more convictions for crimes punishable by less than one year imprisonment within five years of the date of the application.
- 7.) An inspection per § 142-1.7 shall be conducted by the Fire Chief or their designee and the Code Enforcement Officer prior to issuance of the license.

**E. Licensee's Duty to Update**

It shall be the responsibility of every licensee who intends to increase the number of rooms rented to the public during the term of an unexpired license to file an application for said increase with the Licensing Board no later than 30 days prior to offering the additional room(s) for rent. If the increase in rooms to be offered for rent results in an increase in fee categories outlined in § 150-7 of this chapter, then the licensee shall also submit a pro rata share of the additional fees required under that section. No reimbursement shall be provided when the number of rooms available for rent is reduced during the term of any unexpired license. It shall be the responsibility of every licensee to continue to conform to the approval criteria set forth in § 150-5D during the term of the license, and the licensee shall report any change of circumstances pertinent to the approval criteria during the term of the license within 10 days of any such change of circumstances.

**§ 142-2.6 Cannabis Licensing**

**A. Special Purpose**

The Town of Camden hereby adopts the following Cannabis Licensing Ordinance in order to regulate adult-use Cannabis establishments as may be allowed in Chapter 290, Zoning. The purpose of this chapter is to set forth procedures and standards for the issuance of a local Cannabis license to adult use Cannabis establishments, in order to protect public health, welfare and safety of the citizens of the Town of Camden.

**B. Special Authority**

This chapter is enacted pursuant to home rule authority granted under 30-A M.R.S. § 3001, and 28-B M.R.S. § 402 of the Marijuana (Cannabis) Legalization Act, which requires adult-use Cannabis establishments to obtain local authorization before being granted a license through the state.

**C. Definitions**

As used in this chapter, the terms below shall be defined as indicated. All other terms used in this chapter, if not defined below, shall have the same definition as set forth in Chapter 290, Zoning, and 30-A M.R.S. § 3001, 22 M.R.S. § 2423-A(14)[1] and 28-B M.R.S. § 402.

*APPLICANT*

A person that has submitted an application for licensure as a Cannabis establishment pursuant to this chapter.

*CANNABIS ESTABLISHMENT*

A cultivation facility, retail Cannabis store, medical Cannabis storefront, products manufacturing facility or testing facility, all as may be allowed and defined in Chapter 290, Zoning.

*LICENSED PREMISES*

The premises specified in an application for a license pursuant to this chapter or within a license issued pursuant to this chapter.

*LICENSEE*

A person or entity licensed pursuant to this chapter.

*LOCAL LICENSING AUTHORITY*

The Town of Camden Select Board, also known as the "municipal officers."

*OWNER*

A person or entity whose beneficial interest in a Cannabis establishment is such that the person bears risk of loss other than as an insurer, has an opportunity to gain profit from the operation or sale of a Cannabis establishment and/or has a controlling interest in a Cannabis establishment.

*PERSON*

A natural person, partnership, association, company, corporation, limited liability company or organization, or a manager, agent, owner, director, servant, officer or employee thereof. "Person" does not include any governmental organization.

*PREMISES*

The physical location at which a Cannabis establishment is to conduct its business.

*STATE LICENSE*

Any license issued by the State Licensing Authority.

*STATE LICENSING AUTHORITY*

The jurisdictional authority designated by the state for the purpose of regulating and controlling licensing for Cannabis establishments.

[1] Editor's Note: 22 M.R.S. § 2423-A, Subdivision 14, was repealed 9-19-2019 by Laws 2019, c. 331, § 16.

**D. Special license/local authorization required.**

Effective December 1, 2019, a Cannabis establishment shall not begin or continue operations unless it has received and is in possession of a license issued pursuant to this chapter and is renewed annually. No retail Cannabis establishment may operate or be granted a use permit or a certificate of occupancy unless the establishment has been granted a certification of local authorization by the Town of Camden and final approval by the state in accordance with Title 28-B Chapter 1 of the Maine Revised Statutes. For the purposes of Title 28-B Chapter 1 of the Maine Revised Statutes, the local, a Town of Camden Cannabis business license shall serve as certificate of local authorization and shall be valid for one year.

**E. Special review and application procedures.**

- 1.) All license applications under this chapter, whether new or a renewal, shall be submitted to the local licensing authority, or their designee. Application shall be made,

in writing, using a form prepared by the Town for the purpose and must include all information required by this chapter and by the application. The local licensing authority, or their designee, shall, within 20 days of receiving a license application, notify the applicant whether the application is complete. If the application is determined to be incomplete, the local licensing authority, or their designee, shall notify the applicant, in writing, of the specific information necessary to complete it. It shall be the responsibility of the applicant to provide any additional information or documents requested by the local licensing authority, or their designee. Within 20 days after the application is determined to be complete, the local licensing authority shall hold a public hearing to decide whether or not to issue a license. Prior to action on a license application, the local licensing authority shall give notice of the application to the property abutters at least seven days prior to the application being heard by the Select Board. Notice of the application shall also be by publication in a newspaper of general circulation at least seven days prior to the application being heard by the Select Board. Fees associated with notice shall be borne by the applicant.

- 2.) The review procedures described in this section shall be the same for initial license applications as well as renewals. In reviewing license applications, the local licensing authority, their designee and any consulting Town officials may consider the approval standards under this chapter as well as other applicable local, state or federal laws and, for license renewals, the licensee's record of compliance with the same.
  - a.) The local licensing authority, or their designee(s), shall be responsible for the initial investigation of the application to ensure compliance with the requirements of this chapter and to obtain recommendations from other Town officials as may be needed or required. Town officials that shall review the application shall include, but not be limited to, the Planning and Development Director, Code Enforcement Officer, Fire Chief, and Police Chief. The local licensing authority, or their designee(s), shall provide a copy of the license application and supporting documentation to each Town official along with a form upon which the official shall note his or her findings and conclusions, as well as any recommended conditions of approval.
  - b.) The local licensing authority shall have the authority to impose any conditions on a license that may be reasonably necessary to ensure compliance with the requirements of this chapter or to address concerns about operations. Failure of any licensee to comply with such conditions shall be considered a violation of the license and of this chapter.
  - c.) If any official consulted by the local licensing authority, or their designee(s), finds that a license application should not be approved, the reasoning shall be forwarded to the local licensing authority and shall be reviewed during the licensee's hearing. The local licensing authority makes the final determination as to whether the license should be issued and/or if any conditions should be attached.



- d.) Licenses shall be approved only for the type(s) of Cannabis establishment(s) identified in the application and as may be allowed per Chapter 290, Zoning.
- e.) Any municipal official with authority to make recommendations, grant licenses or enforce this or other municipal ordinances regarding Cannabis establishments shall have the authority to enter the premises of an applicant or licensee without notice to make any inspection reasonably necessary to ensure compliance with applicable laws, rules, or ordinances.

**F. Application submission requirements.**

Each application for a Cannabis establishment license shall complete and file an application on a form provided by the local licensing authority or their designee(s), together with the applicable license fee, as well as the following supporting materials:

- 1.) A copy of the applicant's full state license application, supporting documentation, as submitted to the State Licensing Authority.
- 2.) A copy of the applicant's provisional or conditional state license.
- 3.) Information sufficient to determine compliance with the State Licensing Authority's licensing and approval criteria set forth in 28-B M.R.S.
- 4.) If not included in the applicant's state license application, an affidavit that identifies all owners, officers, members, or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three years. Supporting documents, including but not limited to motor vehicle operator's license, motor vehicle registration, or utility bills, shall be provided.
- 5.) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license, allowing the Town of Camden or its officials to obtain criminal records and other background information related to the individual(s).
- 6.) Evidence of all local land use approvals required under Chapter 290, Zoning, to operate the Cannabis establishment, including, but not limited to, special exception approval, site plan approval and change of use permit.
- 7.) Evidence of all other state and local approvals or conditional approvals required to operate the Cannabis establishments, including any applicable state licenses.

**G. Special approval and operating requirements**

In order to obtain a license pursuant to this chapter, the licensee shall demonstrate to the local licensing authority and all reviewing officials that the following requirements will be met. The licensee shall comply with all of these requirements during the term of the license, in addition the requirements of the State Licensing Authority:

- 1.) All licensed facilities must demonstrate compliance with applicable, Article XA, Performance Standards Generally, § 290-10A.13, Cannabis cultivation facilities, of Chapter 290, Zoning.
- 2.) Security measures. The applicant and/or licensee shall provide a copy of their State Licensing Authority-approved security plan(s) per Section 3.3 (Security) of the State Licensing Authority's rules.

- 3.) All applicable licensed facilities shall comply with NFPA 1, Chapter 38, Standards for Cannabis Growing, Processing, or Extraction Facilities, and applicable state and local laws and regulations.
- 4.) All facilities shall obtain a certificate of occupancy and/or use permit prior to occupying the licensed premises.
- 5.) An inspection per § 142-1.7 shall be conducted prior to issuance of the license.

**H. Compliance with other provisions; waiver and release upon approval.**

- 1.) In addition to compliance with this chapter, the applicant, licensee or any person subject to this chapter must also comply with all other applicable state or local laws and ordinances concerning the licensed premises, specifically including, but not limited to, Chapter 290, Zoning, and applicable building, electrical, and life safety codes.
- 2.) Town permits, approvals or licenses provide no protection or indemnification against enforcement of federal or state laws that may prohibit operation of Cannabis establishments. By accepting Town approvals, the licensee waives and releases the Town, its officers, elected officials, employees and/or agents from any liability, injuries, damages, or liabilities of any kind that may result from any arrest or prosecution of business owners, operators, employees, clients, or customers for a violation of federal, state or local laws or regulations.

**§ 142-2.7      Taxicabs**

**A. Special Purpose**

The purpose of this chapter is to control the issuance and revocation of licenses for the operations of taxicabs in the Town of Camden and regulation of the operation of taxicabs pursuant to those licenses in the interest of protecting the welfare of the citizens of the Town of Camden and of the public.

**B. Definitions, word usage**

*LICENSEE*

Includes the holder of a valid license to operate a taxicab or to permit or cause the operation of a taxicab in the Town of Camden.

*LICENSING AUTHORITY*

The Board of Selectmen of the Town of Camden.

*TAXICAB*

Any vehicle used or to be used for the transportation of a passenger or passengers for hire from place to place within the Town of Camden or from a place within the Town of Camden to a place outside the Town of Camden shall be deemed a "taxicab" within the meaning of this chapter, except a motor vehicle subject to regulation by the Public Utilities Commission

of the State of Maine. The capacity of taxicabs shall not exceed seven passengers plus a driver shall not be considered a taxicab.

**C. Licensing Requirement**

- 1.) No person shall operate a taxicab in the Town of Camden or permit or cause the operation of a taxicab in the Town of Camden unless that person shall have first obtained from the Town of Camden a taxicab license issued by the Board of Selectmen of the Town of Camden upon a vote of the majority of the Board of Selectmen to issue such a license.
- 2.) No licensee for a taxicab shall permit or cause any person to operate a taxicab unless that person conforms with the requirements for issuance of a license in accordance with this chapter and the information concerning that person set forth in this chapter has been supplied by that person on forms provided by the Town of Camden for that purpose.

**D. Application for a license.**

- 1.) Applications for all taxicab licenses shall be made, in writing, to the Board of Selectmen of the Town of Camden, and on applications prescribed by the Town, and shall be completed in its entirety. Incomplete or blank responses will be deemed as an incomplete application.
- 2.) Application must include a fee, as determined by the Select Board.
- 3.) By affixing their signature to the application, the applicant certifies that the information in the application provided by him/her is true and correct and that he/she understands that an affirmative answer to any questions on the application is a consideration in a refusal to issue the license and that any false statement shall result in refusal to issue the license and other penalties as provided by law.
- 4.) The applicant shall submit the following information concerning all drivers that the applicant shall cause or permit to operate taxicabs in accordance with the license granted by this chapter:
- 5.) The applicant shall cause to be submitted an attachment to be provided by the Town, together with the application form which contains the statements and questions, which said questions and information shall be provided by the drivers of the taxicab whom the licensee shall cause or permit to operate taxicabs under that license, and this attachment shall be submitted to the Town Office directly by those drivers.
- 6.) The applicant and any drivers of taxicabs under the license provided by this chapter shall submit to being photographed, and that photograph shall become a permanent part of the application submitted hereunder.
- 7.) The applicant shall submit, together with the application, a certificate of insurance or other proof of insurance showing liability insurance coverage for the applicant and any drivers of taxicabs under this license in an amount not less than \$100,000 each person and \$100,000 aggregate.
- 8.) The applicant and any driver of a taxicab shall show proof of a current valid Maine driver's license.

- 9.) The requirements and information set out in this section of the chapter and on the application and forms shall constitute a complete application, and no license shall be issued until the receipt of a complete application by the Board of Select Board.

**E. Requirements for issuance of license.**

The following requirements must be met by the applicant for the issuance of a license for the operation of taxicabs, and a license shall be issued to any applicant who meets all of these requirements.

- 1.) The applicant shall be 18 years of age or older;
- 2.) The applicant shall not have been convicted, within five years prior to the date of application, of a crime which is punishable by a maximum term of imprisonment equal to or exceeding one year;
- 3.) The applicant shall not be an unlawful user of or addicted to Cannabis or any other drug;
- 4.) The applicant shall not be a fugitive from justice;
- 5.) The applicant shall not have been adjudicated to be an incapacitated person pursuant to Title 18-A M.R.S. Article 5, Parts 3 and 4, and not had that designation removed by an order under Title 18-A M.R.S. § 5-307, Subsection B; [1] [1] Editor's Note: 18-A M.R.S. Article V was repealed 9-1-2019 by Laws 2017, c. 402.
- 6.) The applicant shall not have been convicted of operating under the influence of intoxicating liquors or operating under the influence of drugs within five years prior to the date of application;
- 7.) The applicant shall not have been convicted of negligent or reckless driving to endanger within five years prior to the date of the application;
- 8.) The applicant shall have and maintain at all times a current valid Maine driver's license;
- 9.) The applicant shall maintain at all times liability insurance coverage for the applicant and any drivers of taxicabs under this license in an amount not less than \$100,000 each person and \$100,000 aggregate;
- 10.) The applicant has not been convicted of a crime of theft, deception or negotiating a worthless instrument within the last 10 years;
- 11.) The applicant has not been convicted of a crime of gross sexual assault/misconduct/contact, murder, manslaughter, kidnapping, unlawful restraint, assault, aggravated assault, criminal threatening, terrorizing, stalking, reckless conduct, visual sexual aggression, criminal violation of a protection from abuse order, criminal violation of a protection from harassment order, unlawful sexual aggression, or unlawful sexual contact/touching, within 20 years of the date of application;
- 12.) The applicant shall permit or cause the operation of taxicabs only by drivers who at all times meet and comply with the requirements of this Chapter and their application.

**F. Issuance of first license.**

- 1.) Upon receipt of a complete license application, the Selectmen shall issue the license to the applicant only in the event that the applicant meets all of the requirements set forth in this chapter and on the application. In the event that the applicant does not meet the requirements of this chapter for issuance of a license, the Selectmen shall issue a

determination, in writing, based upon the evidence submitted to the Selectmen by the applicant in connection with the application and all evidence available to the Selectmen based upon inquiry by the municipal officers or the Chief of Police of the Town of Camden of evidence recorded by a government entity.

- 2.) A license issued under this chapter shall be valid for a period of one year from the date of issuance of the license.
- 3.) Each license issued shall contain the name, address, and photograph of the applicant. Each license issued shall contain the name, address and photograph of each driver of a taxi who shall be permitted or caused to operate a taxicab under the license by the applicant.
- 4.) The licensing authority shall issue a license or deny, and reply in writing as to the reasons for any denial of a license, within 30 days of the date of receipt of a complete application for a license.

#### **G. Special renewal of license**

- 1.) At the expiration of a first license to operate taxicabs in accordance with this chapter, a licensee may apply annually for a renewal of that license by submitting a certification to the licensing authority that the information contained in the first application for a license has not changed; that that information is true and correct as of the date of renewal of the license; or a statement, in writing, of any changes or corrections in the information presented in the original application for a license as of the date of renewal.
- 2.) In the event that the applicant continues to conform with all of the standards of this chapter and of the application requirements at the time of renewal, then the Selectmen shall renew the license for an additional period of one year. In the event that the applicant does not meet the requirements of this chapter for issuance of a license as of the date of renewal, then the Selectmen shall issue a determination, in writing, based upon evidence of the type set forth in this Chapter and in the application. The licensing authority upon denial of any renewal of a license shall reply, in writing, as to the reasons for that denial within 30 days of the date of receipt of an application for renewal.

#### **H. Revocation or suspension of license.**

- 1.) In addition to the provisions detailed § 142-1.13 of this Chapter, the licensing authority may, after a hearing and notice to the applicant, suspend or revoke any license for a taxicab which has been issued under this chapter on the grounds that there has been a material misstatement made on the application, or that the applicant has violated the requirements of this chapter, or that the applicant has become ineligible to make an application under this chapter.
- 2.) To the extent required by law, and in particular Title 1 M.R.S. §§ 401 through 410, any hearing pursuant to this section of the chapter shall be public. To the extent that any hearing pursuant to the chapter involves information that is made confidential by law, the hearing or portion of the hearing involving confidential information shall not be made public unless the applicant agrees to authorize the release of that information or a public discussion of that information.

- 3.) No person, otherwise qualified, who has had a license revoked pursuant to the provisions of this section is eligible for reapplication until the expiration of 30 days from the date of revocation.
- 4.) In the event that the licensing authority suspends or revokes a license pursuant to this section, the licensing authority shall within seven days of the date of hearing issue a written statement specifying the grounds for revocation of the license or suspension of the license. With regard to the suspension of the license, the specific time period of the suspension shall be stated in the written statement of suspension.

**I. Display of license.**

Every licensee shall have a license displayed in all vehicles operated as taxicabs under the terms of this license and shall display this license on demand to any law enforcement officer.

**J. Taxicab operators.**

A licensee shall not cause or permit any person to operate a taxicab under the applicant's license in the event that that person does not meet the requirements contained in this chapter or in the event that the applicant has not provided the information concerning that person to the licensing authority as required in this chapter.

**K. Confidentiality.**

To the extent required by law, and in particular Title 1 M.R.S. §§ 401 to 410, and Title 16 M.R.S. §§ 611 through 622,[1] all applications, refusals and supporting documentation received pursuant to the application section of this chapter are confidential and may not be made available for public inspection or copying. The individual may waive this confidentiality by written notice to the issuing authority. All proceedings relating to the granting, denial or revocation of permits are not public proceedings to the extent that those proceedings are not public by law, unless otherwise requested by the applicant. [1]  
Editor's Note: 16 M.R.S. § 611 et seq. was repealed 10-9-2013 by Laws 2013, c. 267. See now 16 M.R.S. § 701 et seq.

**L. Record of license**

The licensing authority shall make a permanent record of each license for a taxicab in a suitable book or file kept for that purpose. The record shall include the date of issuance, the name, age, sex and street address of the licensee, and shall be available for public inspection.

**M. Conspicuous identification.**

Every taxicab owner thus licensed shall have the word "taxi" and the Town license number plainly painted in a conspicuous place on each and every taxicab operated by him in letters not less than two inches in height.

**N. Parking Spaces.**

- 1.) A licensee for the operation of taxicabs and any employee thereof operating or driving a taxicab shall only park a taxicab in spaces designated by the Board of Selectmen within the business district of the Town of Camden. The business district is as defined in Chapter 290, Zoning, of the Code of the Town of Camden.
- 2.) Other taxicabs owned by a licensee shall be parked on outlying streets until they are called into service or until the stand in the business district is vacant.

**O. Violations and penalties; remedies – Special**

- 1.) In the event of operation of a taxicab without a license, the Town shall be authorized to seek an injunction from a court of competent jurisdiction to prohibit further operation of taxicabs without a license by a person who has unlawfully operated taxicabs in the Town of Camden without a license.

**§ 142-2.8 Victualers**

**A. Special Purpose**

The Town of Camden hereby adopts the following Victualers License Ordinance in order to regulate the sale of food or drink prepared for consumption on the premises by the public. The purpose of this chapter is also to protect the welfare, safety and health of the citizens of the Town of Camden and other members of the public who purchase food or drink in the Town.

**B. Special Authority**

This chapter is enacted pursuant to, and in accordance with, the provisions of Title 30-A M.R.S. §§ 3812 and 3813 and the home rule authority granted to the Town in accordance with the provisions of Title 30-A M.R.S. § 3001. This chapter is intended to implement the provisions of Title 30-A M.R.S. §§ 3801 through 3823 concerning regulations regarding victualers' licenses in the Town of Camden.

**C. Definitions and word usage**

Any term or word in this chapter which is not defined in this section shall have a meaning consistent with the provisions of Title 30-A M.R.S. §§ 3801 through 3823.

***INNKEEPER***

Any person who keeps an inn, hotel or motel, or other lodging establishment to provide lodging to travelers and others for compensation.

***LICENSE***

A license issued pursuant to this chapter.

***LICENSEE***

Any person who maintains an unexpired license pursuant to this chapter.

***LICENSING BOARD***

The municipal officers of the Town.

*PERSON*

Any individual, person, firm, corporation, association, partnership or organization.

*VICTUALER*

Any person who serves food or drink prepared for consumption on the premises by the public.

**D. Special application contents, criteria, and process**

- 1.) Applications for all victualer licenses shall be made, in writing, to the Select Board of the Town of Camden, and on applications prescribed by the Town, and shall be completed in its entirety. Incomplete or blank responses will be deemed as an incomplete application.
- 2.) Application must include a fee, as determined by the Select Board.
- 3.) Approval process and inspections by the Fire Chief or their designee and the Code Enforcement Officer per § 142-1.6-1.10.
- 4.) Criteria for issuance of a license. The Licensing Board shall, within 40 days of receiving a license application which is considered complete, issue a license to any applicant who demonstrates good moral character and who meets the following requirements:
  - a.) The applicant has not been convicted of a crime in the State of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five years of the date of application.
  - b.) There is no formal charging instrument now pending against the applicant in the State of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the applicant with the use of a dangerous weapon or of an offense involving use of a firearm against another person.
  - c.) The applicant has not been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A M.R.S. § 5-307(b).[1] [1]  
Editor's Note: 18-A M.R.S. § 5-307 was repealed 9-1-2019 by Laws 2017, c. 402
  - d.) The applicant has not been dishonorably discharged from the military forces within the past five years.
  - e.) The applicant has not been adjudicated as having committed a juvenile offense pursuant to the laws of the State of Maine or any jurisdiction within five years of the date of application.
  - f.) The applicant has not had three or more convictions for crimes punishable by less than one year imprisonment within five years of the date of the application.



- g.) The applicant shall submit a copy of a current license issued by the Department of Human Services of the State of Maine for the provision of food or drink prepared for consumption on the premises by the public. In the event that the applicant has not received such a license, the Licensing Board is authorized to issue a conditional license contingent upon submission of satisfactory proof of a current license from the Department of Human Services within 90 days of the date of issuance of the conditional license.
- h.) The applicant shall demonstrate to the Licensing Board that the applicant has adequate provision for storage and disposal of waste and garbage generated on the applicant's premises. Containers for the storage of garbage shall be covered. Such containers shall be located in a separate room or, if stored outside the applicant's premises, those containers shall be stored on a concrete or macadam base, or on a surface which is readily washable. Any containers located outside the applicant's premises shall have an enclosure around the containers which is no less than three feet in height in order to prevent entrance by dogs and other animals.
- i.) All applicants operating establishments which cook food on the premises shall have a vent from the cooking area to the outside of the applicant's premises. The location of that vent shall not cause an unreasonable nuisance to any abutting property owner or to the public in consequence of fumes, grease, odor, smoke, or noise.

#### **E. Special Renewal Process**

To the extent authorized by law, the Town Manager is hereby authorized to act on behalf of the Select Board to approve renewal applications subject to the applicable application requirements of § 142-1.6 and satisfactory inspections by the Fire Chief or their designee and the Code Enforcement Officer.

#### **F. Exemption**

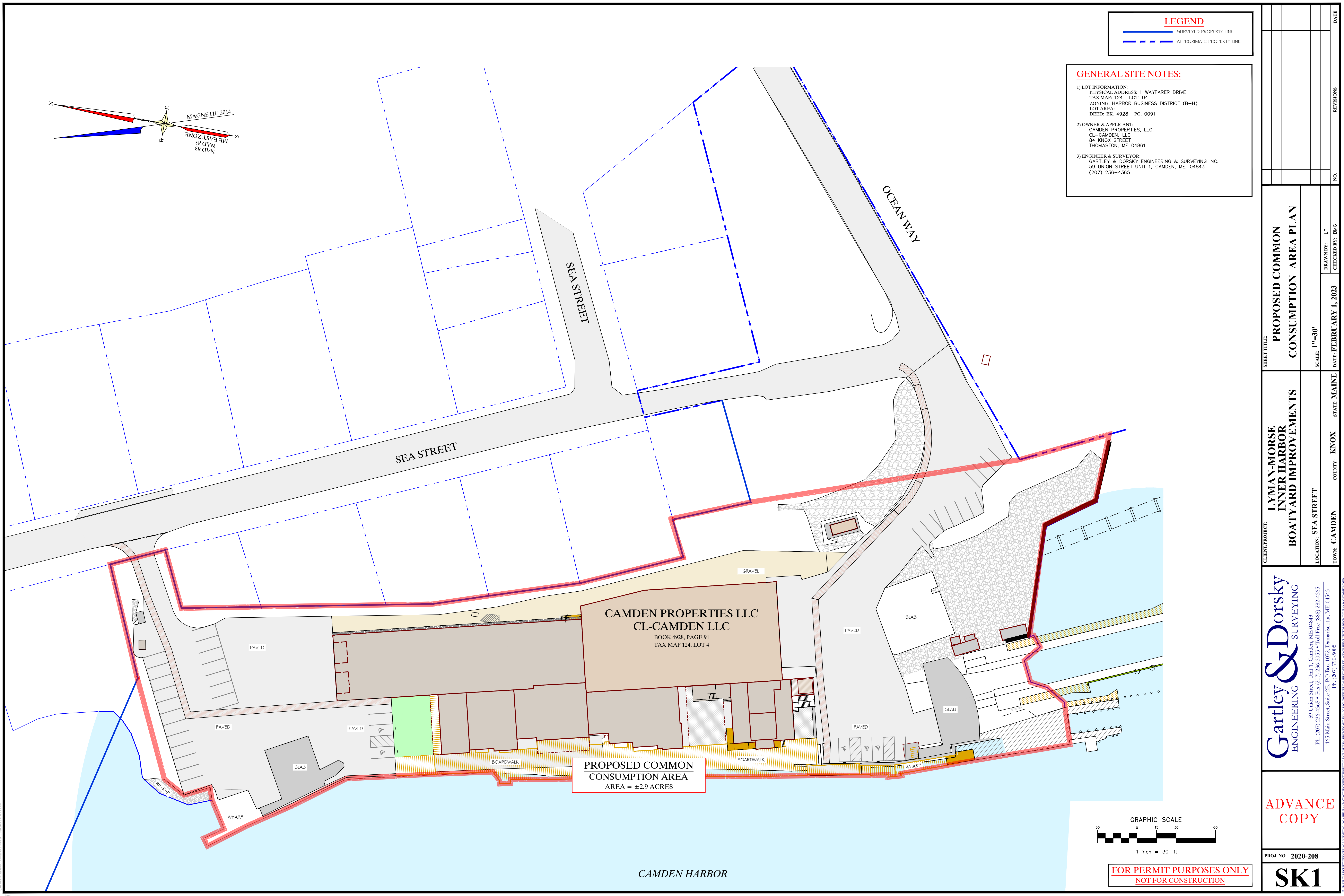
Notwithstanding the provisions of chapter, any nonprofit organization, for charitable causes, shall be exempt from the requirements of this chapter, except as otherwise stated in this section, to the extent that such organization offers food or drink for consumption by the public, for charitable causes, on no more than 12 occasions during each license year. For nonprofit organizations within the meaning of this exemption, the license fee shall be \$1 for the license year, and the Licensing Board shall issue a license upon submission of certification from the nonprofit applicant that the applicant meets the criteria of § 142-2.8 D 4 (a-d) of this chapter,

#### **§ 142-2.9 Special Provisions for Entertainment Districts**

As may be allowed under 28-A M.R.S.221, for the purposes of designating an area in which a common consumption area may be located, the Town adopts what shall be known as an “Entertainment District” and a “common consumption area” within the Entertainment District.

- A. The Entertainment District shall be known as the Harbor Entertainment District and comprises approximately 2.8 acres of land shown on the attached plan, which is a portion of Camden Tax Map 124, Lot 4.
- B. The common consumption area shall be the entirety of the entertainment district.
- C. No alcohol may be served by any licensed facility beyond the limits of the entertainment district's consumption area.
- D. Hours of operation of a common consumption area within a district shall be from 11:00 a.m. to 12:00 a.m.
- E. The maximum number of licensed premises operating within the entertainment district shall be six.

DRAFT



 SURVEYED PROPERTY LINE  
 APPROXIMATE PROPERTY LINE

1) LOT INFORMATION:  
PHYSICAL ADDRESS: 1 WAYFARER DRIVE  
TAX MAP: 124 LOT: 04  
ZONING: HARBOR BUSINESS DISTRICT (B-H)  
LOT AREA:  
DEED: BK. 4928 PG. 0091

2) OWNER & APPLICANT:  
CAMDEN PROPERTIES, LLC,  
CL-CAMDEN, LLC  
84 KNOX STREET  
THOMASTON, ME 04861

3) ENGINEER & SURVEYOR:  
GARTLEY & DORSKY ENGINEERING & SURVEYING INC.,  
59 UNION STREET UNIT 1, CAMDEN, ME, 04843  
(207) 236-4365

SCALE: 1"=30'	DRAWN BY: LP	
	CHECKED BY: SAC	

LOCATION:	SEA STREET
COUNTY:	CAMDEN
CITY:	KNOX
STATE:	MA

59 Union Street, Unit 1, Camden, ME 04843  
Ph. (207) 236-4365 • Fax (207) 236-3055 • Toll Free (888) 282-4365  
165 Main Street, Suite 2E, PO Box 1072, Damariscotta, ME 04843  
Ph. (207) 700-5005

SK1

**FOR PERMIT PURPOSES ONLY**  
**NOT FOR CONSTRUCTION**

*Town of Camden*

# **ROAD OPENING ORDINANCE**

*Requires Town Meeting Adoption*

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## **Article 1            Administration**

### **Section 1. Purpose**

The purpose of this Ordinance is the regulation of public Roads in the interest of public safety, convenience and the operation and protection of public works infrastructure. Excavation and restoration standards are required to preserve the integrity, operational safety, and functionality of public Roads. This Ordinance clearly establishes the authority of the municipality to control objects and vegetation within a public right of way.

### **Section 2. Road Commissioner**

The Road Commissioner is the principal Town official responsible for the administration of Road Openings, this ordinance and Road Opening permits. The Road Commissioner may delegate any or all of the duties hereunder.

### **Section 3. Application and Technical Manual**

An application shall be submitted for any of the permits required under this Ordinance. The procedure for requesting permits for Utility Facilities shall be as provided in 35-A MRS 2503, as amended from time to time. All Applications must include reference to and demonstrate compliance with the specifications described in the Technical Manual. The Technical Manual shall be drafted and maintained by the Camden Road Commissioner, and shall be updated from time to time, as necessary.

### **Section 4. Failure To Obtain A Permit**

Any person or utility found to be conducting any excavation activity within the public right of way without having first obtained the required permit(s) as described herein and pursuant to 35-A MRS 2503 for all Utility Facilities, shall immediately cease all activity (exclusive of actions required to stabilize the area) and be required to obtain a permit before work may be restarted. An additional fee shall be charged as a penalty.

### **Section 5. Utilities and Work Plans**

Unless otherwise expressly provided by Maine law, Utilities are not exempt from the requirement to obtain permits under Article 2, Road-opening Permit.

Prior to March 1 of each year, all utilities having existing or proposed underground utility facilities in any street or other public place in the Town shall file with the Road Commissioner such utility's proposed work program for the ensuing construction season. Such annual work plan need not include provisions for emergency excavations or private service line excavations. The Town may deny applications for street opening permits for excavations required to be, but not included in such utility's annual work plan.

State Law Reference: 14 M.R.S. § 871; 35-A M.R.S. §§ 2301-2522; 23 M.R.S. §§ 3301 – 3360-A.

## **Section 6. Fees And Charges**

- (a) A fee shall accompany each Road Opening permit. No permit shall be issued without appropriate payment of fees. The Select Board shall set all fees and penalties annually.
- (b) The Road Commissioner may waive permit fees for work in the right of way, under contract to the Town or MDOT. To promote the use of tunneling, jacking, and boring technologies, permit fees may be waived.
- (c) To prevent untimely delays to construction activities within Town or MDOT planned construction areas, the Town may waive road-opening fees for utilities and contractors, provided the work is coordinated with the project.

## **Section 7. Inspections**

- (a) No road opening shall be permanently covered until the Town has made such inspections as are reasonably necessary in the enforcement of this ordinance. The Town of Camden may order such actions, as it deems necessary to ensure that this ordinance is not violated.



- (b) In the event that any dispute exists as to the amount, nature, or scope of the work required under this ordinance, the decision and judgment of the responsible Town official will be final and binding, unless appealed according to Article I, Section 8, (a).

## **Section 8. Violations**

(a) Violations. The Owner and Contractor shall each be in violation of this Ordinance if a street opening is commenced without a permit therefor, or if work relating to a permitted street opening, excavation, installation, connection, backfilling, street repair, or any other work or thing authorized or required thereunder is not in conformance with such permit, applicable law, ordinance, technical standard, or instruction of the Director.

(b) Notice of Violations; Corrections. The Director shall provide written notice of all such violations to the responsible party(ies), stating the nature of the violation(s), the corrective action(s) required, and a reasonable time in which to perform such corrective actions. To assure public safety, the Director may provide oral notification and require immediate corrective action to avoid or mitigate a safety hazard.

1. Corrective Action By Contractor. The Permittee shall perform the corrective actions required by and to the satisfaction of the Director, within the period identified in the written or oral notice of violation. Permittee's failure to do so shall constitute a separate violation for each day Permittee remains out of compliance with such notice.

2. Corrective Action By the Town. Upon Permittee's failure to perform corrective measures required by and to the satisfaction of the Director, the Town may perform or cause to be performed the corrective measures, at Permittee's expense, in which event the Permittee shall be required to pay to the Town an amount equal to one and one half two times the whole of the expense incurred by the Town. When the work is completed

and the costs have been determined, the Town shall issue no further permits to that Permittee until it has received full payment of the amount thus assessed to Permittee.

Notwithstanding the Town's performance of any work reasonably required to abate a violation of this Ordinance, the Contractor shall remain fully responsible for performing the work in accordance with this Ordinance and the Contractor's permit, and shall be subject to any applicable fine, penalty, or other remedy in addition to the payment imposed pursuant to this paragraph.

(c) Fines and Penalties.

Irrespective of the Owner, Contractor, or Town's correction of any violation, the Owner and Contractor shall be subject to one or more of the following fines and penalties, as may be applicable:

1. Commencing work without a permit (except emergencies): \$500 per day until permit issued or opening repaired;
2. Violation of any General Requirement, Excavation Standard, or Technical Manual specification;
3. Stormwater runoff violations Special Conditions: \$100 per day until corrected;
4. Failure to provide protective measure: \$250 per day;
5. Failure to comply with written or oral notice of violation: \$500 per day.

The violation of any requirement or standard under this Ordinance shall constitute a separate offense and shall be subject to a separate fine or penalty as set forth herein.

The Town Attorney is hereby authorized to commence legal action on behalf of the Town in the Maine District Court for the imposition by the Court of such fines and penalties, and any other remedy available at law or in equity, and to enforce and collect the same.

(d) Permit Invalidated; Additional Permits Prohibited. A violation of any provision of this Ordinance, of a permit issued pursuant to this

Ordinance, or of a standard or requirement imposed by this Ordinance, if uncorrected by the Contractor as provided Under paragraph 2(A) of this section, shall be deemed to invalidate all other permissions previously granted to Contractor, except the requirement that the work be corrected. No street opening permit shall be issued to any such Contractor until the Director is satisfied that the Contractor has abated its violation and fully complied with all the requirements of this Ordinance.

- (e) The Town reserves the right to notify a permittee's insurance and/or bond carrier of repeated violations.

## **Section 9. Appeals**

- (a) Whenever a person shall deem themselves aggrieved by an order made by the Town of Camden, the person may file an appeal to the Town Manager within ten (10) days of the date of the order, and the person shall be afforded a hearing on the matter before the Town Manager or a designee, and unless by his/her authority, the aggrieved order is revoked, such order shall remain in force and be forthwith complied with by the person. Decisions of the Town Manager may be appealed to the Select Board within ten (10) days of the date of his/her decision except for appeals pursuant to Article III herein, which must be made in accordance with 35-A MRSA, Section 2503, (13) as amended.
- (b) In cases of applicability or interpretation of the rules, the Town Manager may revoke such order made by the Town of Camden.
- (c) In cases where compliance with such order made by the Town of Camden would cause undue hardship, the Town Manager may extend the time limit of such order, or may grant exceptions to, or waive requirements of, or grant a variance from the specific provisions of the rules, subject always to the rule that the Town Manager shall give due consideration to the purposes of the rules in preserving public safety and convenience, integrity of public infrastructure, and the operational safety and function of the public right of way.

## Section 10. Street Paving; Notice; Moratorium

- (a) Notice of Street Paving. Prior to paving or substantially repairing any Town street, the Road Commissioner shall duly serve upon owners of property abutting on such street and upon all persons occupying such street, including public utilities that may have utility facilities in the street, directing such owners and persons to make sewer, water, and conduit connections or other work as may be designated by the Road Commissioner or planned or reasonably foreseeable by the owner, within 30 days from the date of the notice. The Road Commissioner shall maintain a current list of newly constructed, reconstructed, and repaved streets, and portions thereof and make such list available to the public upon request at both the Town Manager's office and the Department of Public Works, and on the Town's website.
- (b) Moratorium on Street Openings. At the expiration of the time fixed pursuant to the preceding paragraph and after the street has been paved or repaired, no permit may be granted to open that street for a period of 5 years, except as otherwise provided herein.
- (c) Exceptions. Notwithstanding the foregoing, the Road Commissioner may issue a street opening permit to open a street within 5 years after that street was paved or substantially repaired if the Road Commissioner requires such Permittee to either:
  - (d) Utilize trenchless construction techniques that obviate the need for disturbing the paved surface, or
  - (e) Upon disturbing the paved surface, to relay the full width of the road surface on both sides of the cut for a distance of at least 20 feet from the furthest outside edges of the cut. If that repair overlaps the edge of a repair from a previous opening, the Road Commissioner may require the Permittee to relay the full width of the road to the furthest edge of that previous repair. The Road Commissioner shall prescribe the depth and method of restoring the pavement based upon the class of the street, except that in no case may the depth of the restored pavement be less than 4 inches. State Law Reference: 23 M.R.S. §§ 3351-3352.

## **Article 2     Road-opening Permit**

### **Section 1.   Permit Required**

No person or utility shall make any excavation, modify, or fill any public place, excluding previously permitted locations without first obtaining a Road Opening Permit to do so from the Town except as otherwise provided in this ordinance. Any excavation within the Town's roads, sidewalks, esplanades or other public Right of Way shall only be permitted in accordance with this ordinance and 35A- MRSA, sections 2301 and 2501 as amended from time to time. The granting of such a permit shall cover all required activities to conform to this ordinance.

### **Section 2.   Application**

(a) No road-opening permit shall be issued unless a written application is submitted to the Town, containing such information as is reasonably required by the Town of Camden.

(b) No permit shall be granted to any applicant who is currently in violation of this ordinance or any land use ordinance of the Town of Camden.

### **Section 3. General Conditions**

Permits shall be granted only if the applicant has properly notified all utilities, contacted "Dig-Safe", and obtained an authorization number to proceed. Any conflicts with utilities shall be the sole responsibility of the applicant and shall be resolved to the utilities' satisfaction.

### **Section 4. Duration**

Excavation work must be started no later than thirty days from the date of issuance of the road-opening permit. After the expiration of this thirty-day period, such permit shall become null and void unless renewed by the Road Commissioner. Permits may be extended up to a maximum of one year at the discretion of the Road Commissioner.

### **Section 5. Protective Measures and Routing Of Traffic**

(a) ***Safe Crossings:*** The permittee shall in general maintain safe crossings for two (2) lanes of vehicle traffic where possible and safe crossings for pedestrians at intervals of not more than two hundred (200) feet. If any excavation is made across any public road, alley or sidewalk, adequate crossings shall be maintained for vehicles and for pedestrians. If the road is not wide enough to hold the excavated material without using part of the adjacent sidewalk, a passageway along the sidewalk shall be maintained at least forty-eight inches (48") in width.

(b) ***Barriers and Warning Devices:*** It shall be the duty of every permittee making an excavation in or upon any right of way, to place and maintain barriers and warning devices necessary for safety of the general

public. Barriers, warning signs, lights, etc., shall conform to the latest edition of the "Manual on Uniform Traffic Control Devices" (MUTCD).

(c) ***Normalization of Traffic Conditions:*** The permittee shall take appropriate measures during the performance of the excavation work, to assure that traffic conditions remain as close to normal as possible at all times so as to minimize traffic hazards and inconvenience to the occupants of the adjoining property and to the general public. The permittee shall submit a traffic control plan for any excavation within the Town .

(d) ***Closing of Roads:*** In the event of emergency work during non-business hours, the permittee having such an emergency shall notify the police department before closing a road to traffic. Non-emergency road closings may be permitted with written approval of the police department. The written approval of the police department may require notification, by the permittee, to the Camden Fire Department, Camden First Aid Association, School Administrative District, other public agencies and the general public. In such case, written approval shall not be valid until all such notice has been given.

(e) ***Warning Signs to Channel Traffic:*** Warning signs shall be placed in accordance with the applicable Section of the most current edition of the MUTCD in advance of the construction to alert traffic & pedestrians within a public road or sidewalk. Cones or other approved devices shall be placed to safely channel traffic.

## **Section 6. Relocation and Protection Of Utilities**

The permittee shall not interfere with any existing facility without the written consent of the Town and the owner of the facility. The excavation work shall be performed and conducted so as not to interfere with access to fire hydrants, fire stations, fire escapes, water gates, underground vaults, valve housing structures, traffic signal cables and loops and all other vital equipment as designated by the Town and/or Dig-Safe.

(a) If it becomes necessary to relocate an existing facility, it shall be done by the owner. No facility owned by the Town shall be moved to accommodate the permittee unless the cost of such work is borne by the permittee. The cost of moving privately owned facilities shall be

similarly borne by the permittee unless it makes other arrangements with the person owning the facility.

(b) The permittee shall support and protect by timbers or otherwise all pipes, conduits, poles, wires or other apparatus, which may be in any way affected by the excavation work, and do everything necessary to support, sustain and protect them under, over, along or across the work. The permittee shall secure approval of the method of support and protection from the owner of the facility.

(c) If any of the pipes, conduits, poles, wires or apparatus should be damaged, including pipe coating or other encasement or devices, the permittee shall promptly notify the owner thereof. All damaged facilities shall be repaired by the agency or person owning them and the expense of such repairs shall be born by the permittee.

(d) It is the intent of this Section that the permittee shall assume all liability for damage to facilities and any resulting damage or injury to anyone because of such facility damage and such assumption of liability is a contractual obligation of the permittee. The only exception will be such instances where damage is exclusively due to the negligence of the owning utility. The Town shall not be made a party to any action because of this Section. The permittee shall inform itself as to the existence and location of all underground facilities and protect the same against damage.

## **Section 7. Abandonment of Facility**

(a) Whenever a facility becomes abandoned or becomes an unusable facility, except the abandonment of service lines designed to serve single properties, the person or utility owning, using, controlling, or having an interest therein, shall within thirty (30) days after such abandonment, file with the Town a statement in writing, giving in detail the location of the facility so abandoned. If such abandoned facility is in the way, or subsequently becomes in the way, of an installation of the Town or any other public body, the owner of such facility, after having been contacted by the excavator, shall open the facility and establish if it is abandoned before allowing the facility to be removed by the excavator.



(b) When gas or other flammable service to buildings is discontinued, the existing service line for such service shall be terminated at a point outside the building.

## **Section 8. Protection Of Public Property**

(a) The permittee shall not remove, even temporarily, any trees or shrubs which exist in a public right of way without first obtaining the consent of the appropriate Town department or Town official having control of such property and without first notifying abutting property owners, to provide a reasonable opportunity for property owners to remove or transplant said vegetation. (See also Article 6.)

(b) Any monument set for the purpose of locating or preserving the lines of any road or property subdivision, or a precise survey reference point, or a permanent survey benchmark within the Town, shall not be removed or disturbed or caused to be removed or disturbed without first obtaining permission in writing from the Road Commissioner to do so. Permission to remove or disturb such monuments, reference points or benchmarks shall be granted only when no alternate route for the proposed facility or conduit is available. If the Town is satisfied that no alternate route is available, permission shall be granted only upon condition, by an agreement in writing, that the person or utility applying for such permission shall pay all expenses incident to the proper replacement of this monument by the Town, including surveying costs before disturbance, so as to locate monuments for replacement after disturbance.

(c) No person or utility shall remove, damage, haul away or cause misalignment of any curbing, including radius curb, catch basin and stones, for any reason whatsoever, without first receiving written permission from the Town.

(d) No person or utility shall remove, damage, haul away, or otherwise disturb any manhole and/or catch basin castings, frames, and/or covers owned by the Town without first receiving written permission from the Town. Any manhole and/or catch basin castings, frames and/or covers missing, damaged, or disturbed shall be repaired and/or replaced by the permittee to the Road Commissioner's satisfaction.

## **Section 9. Prompt Completion Of Work**

After an excavation is commenced, the permittee shall carry out with diligence and expedition all excavation work covered by the permit and shall promptly complete such work and restore the road or sidewalk as specified in this ordinance. The permittee shall perform such restoration work so as not to obstruct, impede or create a safety hazard to public travel. All excavations shall be covered, backfilled, or barricaded at the end of each workday. Covered shall mean steel plates over the entire trench plus 2 feet around the edges. The steel shall be of sufficient strength to hold pedestrian traffic. Barriers shall conform to the latest edition of the "Manual on Uniform Traffic Control Devices". All road trenches and driveway crossings must be paved within a reasonable time period as determined by the Road Commissioner. (See also Section 5)

### **Section 10. Urgent Work**

When traffic conditions, the safety and convenience of the traveling public or the public interest require excavation work to be performed as emergency work, the Town shall have the full power to order, at the time the permit is granted, that a crew and adequate facilities be employed by the permittee beyond normal working hours, including up to 24 hours a day, to the end that such excavation work may be completed as soon as possible.

### **Section 11. Emergency Action**

Nothing in this ordinance shall be construed to prevent the making of such excavations as may be necessary for the preservation of life or property or for the location of trouble in conduit or pipe which may be a threat to life or property, or for making emergency repairs, provided that the person making such excavation shall apply to the Town for such a permit on the first working day after such work is commenced. Excavation shall not commence, until the responsible party has:

- 1) contacted Dig Safe,
- 2) obtained spot locations for other utilities, and
- 3) notified the Road Commissioner.

### **Section 12. Noise, Dust And Debris**

Each permittee shall conduct and carry out excavation work in such manner as to avoid unnecessary inconvenience and annoyance to the general public

and occupants of neighboring property. To the fullest extent practicable, the permittee shall act to reduce noise, dust, and unsightly debris in the performance of the excavation work. Excavation work, including the use of any tool, appliance, or equipment, shall be performed between the hours of 7:00 a.m. and 7:00 p.m. only, exclusive of urgent or emergency work. Time waiver requests may be submitted to the Town of Camden for work outside of this time period and will be subject to neighborhood concerns.

*Excavation work shall not occur on Sundays, holidays or on major holiday weekends, unless expressly authorized by the Town of Camden or as a result of emergency need.*

### **Section 13. Excavations During Winter**

(a) No person or utility shall be granted a road-opening permit or open any road or sidewalk from approximately November 30th of each year to April 15<sup>th</sup>, depending on the availability of hot mix asphalt, unless an emergency or special condition exists and permission is obtained in writing from the Road Commissioner.

(b) Any person or utility wishing to obtain a road-opening permit between the aforementioned dates shall first explain fully in writing the emergency situation or special condition existing before a permit may be granted. If an emergency condition, which could endanger life or property, exists, excavation work shall not be delayed by this Section; however, a written explanation shall be delivered to the Town as soon as possible and a road-opening permit obtained for the opening made. A surcharge may be added to the regular permit fee for any permit issued between the aforementioned dates for an excavation that is not due to an emergency condition. The permittee shall be responsible for monitoring and maintaining the repair work through the winter months.

(c) For the purpose of this Section, an emergency shall be defined as one of the following: damaged or leaking water or gas conduit systems, damaged, plugged or leaking sewer or storm drain conduit systems, damaged underground electrical and communications facilities, or downed overhead pole structures. All other excavations will be considered non-emergency situations and may only be authorized upon written documentation of special circumstances.

### **Section 14. Restoration Of Roads And Sidewalks**

All road and sidewalk restorations, including temporary and permanent work within any road shall be performed by and at the permittee's sole expense and in accordance with the Town's ordinances and Technical Manual maintained by the Road Commissioner. All repairs and restoration work shall be completed by the Permittee in a manner and to the extent deemed acceptable to the Road Commissioner.

### **Section 15. Warranty Of Work**

The permittee shall, for a period of three years after the acceptance of the work by the Road Commissioner, be fully liable for all defects in materials and workmanship relating to such replacement or realignment and shall promptly repair or replace the same upon notice of the Town of Camden and to the satisfaction thereof.

(a) Pavement repairs guaranteed by each permittee shall meet all of the following conditions in order to remain in conformance with this ordinance.

- (1) The entire area shall be free from delaminating of the approved surface material.
- (2) No distortion of one-half inch (1/2") or greater shall exist over more than five percent (5%) of the total surface area of the repair.
- (3) No cracks of one-quarter inch (1/4") or greater shall exist in the surface or edges of the repair totaling more than five percent (5%) of the repair perimeter.
- (4) The hot-mixed asphalt within the trench shall not be completely flushed and bleeding.
- (5) Additional reasonable requirements of the Road Commissioner shall be met for areas with significant drainage or grade issues.

(b) Nonconformance with any of the above conditions shall constitute a breach of guarantee and subject the permittee to remedial action.

(c) Severe (over one inch 1") distortion conditions, as determined by the Road Commissioner, shall be considered Tort liability and road defect conditions, and shall necessitate that full repairs be completed within a reasonable period of time, as determined by the Road Commissioner, pursuant to the terms of the notice.

## **Section 16. Liability Of Town Insurance**

This ordinance shall not be construed as imposing upon the Town or any official or employee any liability or responsibility for damages to any person injured by the performance of excavation work for which a permit is required under this ordinance, nor shall the Town or any official or employee thereof be deemed to have assumed any such liability or responsibility by reason of inspections authorized hereunder, the issuance of any permit, or the approval of any excavation work.

In the case of a dedicated but unaccepted road or way, this ordinance shall not be construed as authorizing any action which is inconsistent with any private rights in said road or way, nor shall the issuance of any permit hereunder be construed as an acceptance of said road or way by the Town for highway or any other purposes.

For purposes of this Section, the permittee shall maintain at all times comprehensive general liability and property damage insurance coverage in a suitable amount, not less than \$1,000,000, protecting the permittee, and/or agents and the Town from all such claims for damages or injuries and naming the Town as an additional insured. All such insurance shall include, without being limited to endorsements for completed operations and special hazards and underground collapse, and shall be primary to any insurance or self-insurance of the Town. Evidence of such coverage shall be a condition precedent to the issuance of any permit hereunder and shall be submitted in a form satisfactory to the Town of Camden.

## **Section 17. Maintenance Of Excavation Areas**

(a) If any excavation, backfilling and repair fails to conform with the standards of this article, the Town shall notify the permittee and require the appropriate corrective actions to be undertaken. The permittee shall take corrective action within twenty-four (24) hours after the issuance of notice if the failure could trigger tort liability or liability for a road defect, as defined in 23 M.R.S. Section 3651, et seq. In all other instances, the permittee shall have a reasonable time as provided in Article 1, Section 5 to undertake corrective action.

(b) If the permittee fails to respond within the required time period, the Town shall cause the necessary repairs to be accomplished, and shall keep

an account of the expense thereof, and in such case the permittee shall be billed an amount equal to one hundred fifty (150) percent of the whole of the expense incurred by the Town. Bills rendered in accordance with this Section shall be due and payable by the permittee immediately upon receipt. The Town shall issue no new permits to the permittee until full payment of the billed costs have been received.

(c) If for any reason, the Town has to perform repair work to an excavation after the permittee's guarantee period has started, that guarantee period shall start over again upon completion of the repairs.

### **Section 18. Testing Requirements**

The Town may order a test (at its own expense) on any subsequent restoration of a road excavation in order to determine if the work has been or is being completed in accordance with Town specifications and regulations. If the test shows the road restoration to be in material violation of this ordinance, the permittee shall pay the cost of the testing and all required subsequent tests to verify the proper restoration in accordance with this ordinance.

### **Section 19. Maintenance Of Drawings**

Every utility owning, using, controlling or having an interest in facilities under the surface of the public way or public property, used for the purpose of supplying or conveying gas, electricity, communications, wastewater, water, steam, or oil in the Town, shall file with the Town a map or set of maps each drawn to a scale of not less than one inch (1") to fifty feet (50'), showing in detail the plan, location, size and kind of installation, if known, of all new or renewed facilities. These maps shall be provided to the Town no later than one year after the completion date of construction, in paper and in digital file format acceptable to the Town of Camden.

## **Article 3            Utility Location Permit**

### **Section 1.    Permit Required**

Pursuant to 35-A M.R.S. §2302 et. Seq., no public utility shall place its pipes and appurtenances, wires, cables, or any conduits or other structures for conducting and maintaining the pipes, wires, conduits and cables under the surface of public right of ways in the Town of Camden without first obtaining a Utility Location Permit from the Town.

Pursuant to 35-A M.R.S. §2501 et. Seq., no person shall construct facilities upon and along highways and public roads in the Town of Camden without first applying for and obtaining a written location permit from the applicable licensing authority under 35-A M.R.S. §2503.

## Section 2. Exemptions

A No street opening permit shall be required for:

- (1) Entrance/Culvert installation pursuant to a completed and approved entrance/culvert installation permit with the approval of the Road Commissioner.

## Section 3. Method of Application

All applications for utility location permits shall be filed in accordance with the provisions set forth in 35-A M.R.S. §§2501 to 2508, as amended from time to time. Applicants must consult Sections 2501 to 2508 for application requirements.

In addition to all other requirements set forth in 35-A §§2501 to 2508, applications must meet the following requirements:

### (a) Form and Content

- (1) The application must be in writing, describe the facilities, and depict the requested location, the minimum depth, if pertaining to an underground facility, and the minimum height of any attached wires or cables, if pertaining to an aboveground facility. Four copies of each application shall be submitted to: **Town Office, 29 Elm St, P.O. Box 1207, Camden, Maine 04862.**
- (2) The application shall be of sufficient detail to permit review without the need of a site visit.
- (3) Any number of general locations and proposed installations may be included in one application; however, each general location and the applicable proposed installation shall be stated separately.
- (4) Unless otherwise noted, 4 copies of a general location plan showing each or all general locations, and 4 copies of a specific location plan for each specific location, shall be submitted with the application. An as-built survey of the Utility post construction to a scale of 40' = 1" on a 24" x 36" must be provided. A digitized electronic drawing file copy may be submitted in lieu of a hard copy in a digital format acceptable to the Town.



**(b) Notice**

The applicant shall give public notice of the application by publishing a general description of the proposed facility once in a newspaper circulated in the Town of Camden, at least 14 but no more than 30 days prior to the hearing. The publication shall include a statement equivalent to the following: “Any person, firm or corporation claiming to be adversely affected by this proposed location shall file a written objection with the Town stating the cause of said objection within fourteen (14) days after the publication of this notice”. The applicant shall also send notice to all abutting property owners by first class mail, postage prepaid, sent to the abutters’ last known address as found in the Town records. Evidence of the public notice and notice to abutters shall be submitted to the Town before a permit can be issued.

**(c) Hearing**

A hearing shall be held on each application, on receipt of written objection, in accordance with 35-A M.R.S. §2503(4).

**Section 3. Appeal**

A utility or person aggrieved by the denial of a utility location permit may appeal the decision in accordance with 35-A M.R.S. §2503(13) as amended.

**Article 4 Driveway Permit****Section 1. Purpose**

This Article provides for the review of any driveway onto a Town right of way for compliance with sound construction and design practices to ensure that traffic safety, drainage and public improvements are not adversely affected. A permit is not required for paving, sealing, or repairs unless the driveway is relocated. This article does not apply to State of Maine right of ways, which may require a permit from the Maine Department of Transportation.

**Section 2. Permit Required**

- a. No driveway, approach or other improvement within the limits of the Town right of way for any public road may be constructed, altered or relocated except in accordance with a Driveway Permit issued by the Town.
- b. The driveway permit shall be valid for a period of twelve months from the date of original issue.
- c. The owner is responsible for future maintenance of the driveway within the limits of the right of way and shall maintain the entrance in accordance with the approved permit.

### **Section 3. Approval Criteria**

Driveways shall be designed and constructed to provide safe access to the public way and shall meet the requirements of Camden's Zoning Ordinance, Article X, Part II, Section 4, (3), (b), (2). Permits may be approved for driveways that do not fully meet the following standards provided the Road Commissioner determines that vehicles approaching or using the driveway will be able to maneuver safely and without interference with traffic.

The applicant for a permit shall be the owner of the property being served or a person with a legal interest. Any driveway or approach constructed by the owner shall be for the bonafide purpose of access to the owner's property and not for the purpose of parking vehicles on the road. Owners of adjacent properties are encouraged to construct shared driveways.

#### **a. Sight Distance:**

All driveways shall be located such that vehicles approaching or using the driveway will be able to obtain adequate sight distance in both directions along the public way and to maneuver safely and without interference with traffic. The following site distance standards are recommended guidelines.

Measurements to determine sight distance shall be made in the proposed entrance at a point ten (10') feet from the edge of shoulder line with a height of eye at three and one-half feet (3.5') above the pavement. The sight distance shall be computed from this point measuring along the

roadway to a point where an approaching height of the object at four and one quarter feet (4.25') is first seen. Driveway placement shall be such that an exiting vehicle has an unobstructed sight distance according to the following schedule:

<b>Speed Limit (mph)</b>	<b>Minimum Sight Distance (feet)</b>
25	250
30	300
35	350
40	400
45	450
50	500
55	550

b. Geometry:

1. The entrance shall be designed and constructed to prevent storm water from sheeting onto the roadway. The entrance shall intersect the roadway as close to 90 degrees as possible.
2. No part of the entrance shall extend beyond the side boundaries of the lot being served.
3. For traffic safety, the Road Commissioner may require the entrance to be located as far as possible from a nearby intersection.

c. Drainage:

1. Existing roadside drainage in gutter or ditches shall not be altered or impeded by the applicant. The applicant must provide, at his/her expense, suitable and approved drainage structures at all entrances.
2. Surface drainage shall be provided so that all surface water on the areas adjacent to the road shall be carried away from the roadway. The Town of Camden shall not accept responsibility for drainage problems on private property resulting from the construction of a driveway on a down gradient from the town road.
3. Where a drainage culvert is required to maintain roadside drainage the

Town must approve the pipe diameter/length and type pipe material prior to installation. In any case, the pipe size shall be at least 12 inches in diameter.

d. Construction:

1. The owner is responsible for all construction and restoration of disturbed areas for the entrance within the limits of the right of way.
2. The entire portion of any entrance within the limits of the right of way shall be constructed with a minimum 15-inch, well-graded gravel base course (MDOT Type C).

e. Curb and Sidewalk:

1. When a sidewalk or curb exists at the proposed entrance, the applicant shall remove and replace such materials at the applicant's expense. Any granite curb to be removed by the applicant will remain the property of the Town.
2. Where curb exists, curb tip-downs shall be provided at each side of a new entrance.
3. Where sidewalk is removed to accommodate a new entrance a new walk surface of equal type construction is to be provided. The sidewalk area at all entrances is to meet handicap accessibility requirements and conform to the American with Disabilities Act. In general, sidewalks shall meet the following:
  - Be 5' in width
  - The maximum sidewalk longitudinal transition slope is not to exceed 1 vertical to 12 horizontal.
  - The maximum sidewalk cross-slope is not to exceed 2%.
  - No abrupt changes in grade are permitted and the maximum curb reveal crossing a walkway is one-half (1/2") or less.

#### **Section 4. Town Held Harmless**

The applicant shall hold harmless the Town and its duly authorized agents and employees against any action for personal injury or property damage sustained by reason of the exercise of a Driveway Permit.

## **Article 5     Storm Water Permit**

### **Section 1.   Permit Required**

No surface water, ground water or storm water shall be discharged from perimeter drains, sump pumps, into, under or over a town way without first obtaining a Storm Water Permit from the Road Commissioner.

### **Section 2.   Approval Criteria**

The Road Commissioner shall issue the permit provided the project meets the following approval criteria:

- a. The water is directed into existing Town of Camden storm water structures, including roadside drainage ditches, at the applicant's expense;
- b. The capacity of the structures are determined by the Road Commissioner to be adequate to handle the water during a 50-year storm, based on the existing conditions; and
- c. Inadequate public infrastructure is installed or upgraded at the applicant's expense.

The Road Commissioner may require the applicant to provide storm water calculations by a professional engineer for a 50-year storm in order to determine the adequacy of existing storm water structures. Homeowners shall install backflow prevention equipment when connecting to the public storm water system. All connections and subsequent use shall be at the homeowner's risk.

### **Section 3.   Inspections**

The applicant shall meet at the site with the Road Commissioner prior to issuance of the permit. The applicant shall notify the Road Commissioner so that work may be inspected before it is covered. The applicant shall notify the Road Commissioner upon completion of the project, for the purpose of a final inspection.

#### **Section 4. Certificate of Completion**

The Road Commissioner or his/her designee shall issue a certificate of completion upon final inspection and approval of the project.

### **Article 6 Right-of-Way Improvement Permit**

#### **Section 1. Objects**

No inert object, including rocks, fences and permanent signs, nor any hedge, shall be placed within a Town of Camden right of way without first obtaining a Right-of Way Improvement Permit from the Road Commissioner. Permission may be granted provided the object is located on the portion of the applicant's property that is located within the right of way and provided the object does not:

- (a) interfere with snow removal,
- (b) create a visual obstruction that would cause a safety hazard for motorists or pedestrians,
- (c) create an unsafe condition,
- (d) violate any state or local ordinance,
- (e) interfere with any existing or proposed alternative plans for the layout of a town way,

In addition, the Town of Camden reserves the right to remove any object whenever necessary for traffic safety, maintenance, repair or construction within the right of way, pursuant to the authority found in 23 M.R.S. §2701 et. Seq. Any permanent sign overhanging a Town of Camden right of way for which a permit has been obtained from the Code Enforcement Officer, shall not be required to obtain a permit under this section.

#### **Section 2. Corner Clearance**

For the purpose of traffic safety and proper sight distance, no building or structure may be erected, nor any vegetation other than canopy trees be allowed to exceed a height of three (3), feet within the triangle formed by the point of intersection of the center line of two intersecting roads and the two points located on the center line of the roads 40 feet from the point of intersection (from Camden Zoning Ordinance, Article X, Part II, Section 4, subsection 5). Branches of existing canopy trees within this triangle, shall be pruned to a height of 17 feet.

### **Section 3. Vegetation**

No vegetation, including hedges, bushes, shrubs and trees, but excepting grass or flowers less than 3 feet in height, shall be placed within the right of way without first providing notice to the Road Commissioner on the appropriate town form. If notice is not provided before planting, an after-the-fact permit shall be required from the Road Commissioner.

(a) The Town of Camden reserves the right to prune or remove any vegetation within the right of way when it is determined to interfere with traffic safety. The Town will provide a reasonable opportunity for property owners to prune, remove or transplant said vegetation, except when immediate removal is necessary for public safety.

(b) The Town of Camden reserves the right to remove any vegetation whenever necessary for maintenance, repair or construction within the right of way. (See 23 M.R.S., §2701 et. Seq.)

## **Article 7 SPECIAL CONDITIONS**

The following requirements shall apply as required to all permits issued pursuant to this Ordinance:

1. Where three (3) or more street openings are made in sequence fifteen (15) feet or less, center-to-center, between each adjacent opening, the estimated cost for such excavations shall be calculated on the basis of one opening measured from the outer perimeter of the first opening to the outer perimeter of the last opening.

2. If an opening and the associated cut back including the milling of (30) inches exceed one quarter of the road width the opening shall be paved starting at the edge of the shoulder to the centerline, i.e. full lane. If an opening and the associated cutback including milling of (30) inches exceeds one half of the full road width the entire width of the road shall be paved shoulder to shoulder. If the opening involves the curb and or sidewalk the curb and sidewalk shall be replaced in the same manner (30) inches beyond the trench opening and shall be brought up to current American With Disabilities Act (ADA) standards.
3. The Town, when the Director deems it to be reasonably necessary, shall retain, at the Permittee's expense, an on-site inspector to inspect, monitor, and/or supervise all excavation, backfilling, resurfacing, and/or other temporary or permanent repairs. The Permittee shall be charged at the appropriate hourly rate of the inspector, plus thirty-five (35%) overhead for the services of such inspector.
4. If the Director, in its sole discretion, determines that settlement, heaving, or other failure or defect of the backfilled excavation has occurred during the three (3) years immediately following the final surfacing of such excavation, the Permittee may, at its option, either repair the opening or remit to the Town a sum equal to 200% of the cost to repair the excavation. If a Permittee does not remit payment on any invoice for repairs to defective excavations by or on behalf of the Town within thirty (30) days of the date of such invoice, the Town may decline to issue further permits to the Permittee or its Contractor until it receives payment of such outstanding bill and may take other appropriate legal action.
5. Stormwater and runoff BMP's, any and all work done in the Town of Camden shall employ Stormwater Best Management Practices (BMP'S). Erosion control products, catch basin filters, and other acceptable BMP's shall be used on any constructions sites where runoff could take place.



## **Article 8    Definitions**

All words not defined herein shall carry their customary and usual meanings.

***Dig Safe*** shall mean the “Underground Protection of Facilities Act,” commonly known as the Dig Safe law, 23 MRSA, Section 3360-A. Any excavation undertaken or authorized by this Ordinance shall comply with all requirements of this law. In the State of Maine a one-call system has been established for obtaining locations of underground facilities prior to excavation. The utilities required to join the one-call Dig Safe system include those who furnish electricity, gas, oil, cable TV, telephone, or telegraph services by underground lines. Utilities not required to join are water districts, sewer districts, municipal underground facilities, and utilities having fewer than 5 full-time employees or fewer than 300 customers. The excavator is solely responsible to notify all possible utilities with underground facilities at least 3 full business days prior to the start of any excavation, trenching, or boring work.

***Driveway*** shall mean a vehicular access from a public or private way to a structure or use on a lot.

***Emergency*** shall mean any event which may threaten public health or safety, including, but not limited to, damaged or leaking water or gas conduit systems, damaged, plugged, or leaking sewer or storm drain conduit systems, damaged underground electrical and communications facilities, or downed overhead pole structures.

***Excavate*** shall mean to dig into or in any way remove or physically disturb or penetrate any part of a right of way.

***Facility*** shall mean any tangible asset in the right of way required to provide Utility Service (see also definition of facilities in M.R.S. Title 35-A, Chapter 23, Section 2502, (3)).

***Newly constructed, reconstructed or rehabilitated roads*** shall mean any road that has been newly constructed, reconstructed or rehabilitated within the past five- (5) years.

***Permittee*** shall mean a person who has obtained a permit as required by this Ordinance.

***Person*** shall mean any natural or corporate person, business association or other business entity including, but not limited to, a partnership, a sole proprietorship, a political subdivision, a public or private agency of any kind, a utility, a successor or assign of any of the foregoing, or any other legal entity.

***Pole placement*** shall mean an excavation associated solely with a single placement or replacement of a utility pole.

***Public place*** shall mean any public road, way, place, alley, sidewalk, park, square, plaza, or any other similar public property owned or controlled by the Town and dedicated to public use, and any dedicated-but-unaccepted road or way.

***Rehabilitation*** shall mean that activity or work on any road which provides structural improvement having a minimum service life of fifteen (15) years with minor maintenance, which includes pavement overlay of one and one-half (1½) inches minimum depth, and partial or full depth reconstruction.

***Right of Way*** shall mean the area on, below, or above a public roadway, highway, town way, road, cart way, bicycle lane and public sidewalk in which the Town has an interest, including other dedicated town ways and right of ways for travel purposes and utility location and installation. Right of ways, as depicted on the Town of Camden Geographic Information System, are presumptively accurate. A right of way does not include the airwaves above a right of way with regard to cellular or other non-wire telecommunications or broadcast service.

***Road Commissioner*** shall mean the duly appointed town official as defined and referenced by state statute (Title 23, Part III, Chapter 301, Subchapter 1, Section 2701) and Town Charter.

***Town*** shall mean Town of Camden.

***Utility*** shall mean a public utility, as defined in 35-A M.R.S. Section 102, as it may be hereinafter amended and shall specifically include the non-regulated activities of such a utility.

***Utility Facilities*** shall have the same meaning as defined in 35-A M.R.S. 2502(3), as it may be hereinafter amended.





# TOWN OF CAMDEN

The Town of Camden is seeking residents interested in serving on a Town board or committee. Vacancies arise throughout the year and a reserve list of candidates is maintained to fill future vacancies. Please return this form to: Janice Esancy, Assistant Town Manager, 29 Elm Street, Municipal Building, Camden ME 04843. Application forms can also be downloaded via the Town's website at: [www.camdenmaine.gov](http://www.camdenmaine.gov)

Name CHRIS FRIDEN Date 12-5-22  
Address 55 WASHINGTON ST.  
Mailing Address PO BOX 697 CAMDEN ME 04843  
Home Phone 203-216-7075 Cell Phone "  
Email Address CHRISFRIDEN@ME.COM

Please indicate any special qualifications or any experience that you think may be helpful in your choice of board or committee.

- FOUNDER & PARTNER IN SEVERAL BUSINESSES
  - RESEARCHER & WRITER AND CREATIVE DIRECTOR  
WITH EXTENSIVE BRANDING, EVENT, & MEDIA EXP.
  - BOARD OF DIRECTORS WESTPORT WRITERS WORKSHOP.
- Tell us why you have an interest in serving, and what might you contribute to a board or committee.

HAVING RESEARCHED MY HOME HISTORY  
I BECAME HOOKED ON LEARNING &  
PRESERVING CAMDEN HISTORY.

Signature: [Signature] Date: 12-5-22

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Budget Committee/Budget Nominating | <input type="checkbox"/> Cemetery Association             |   |
| <input type="checkbox"/> CEDAC Committee                    | <input type="checkbox"/> Conservation Commission          | <input type="checkbox"/> CR Pathways Committee              |
| <input type="checkbox"/> Energy & Sustainability Cmte       | <input type="checkbox"/> Harbor Committee                 | <input checked="" type="checkbox"/> Historic Resources Cmte |
| <input type="checkbox"/> Megunticook Dams Committee         | <input checked="" type="checkbox"/> Opera House Committee | <input type="checkbox"/> Parks & Recreation Cmte            |
| <input type="checkbox"/> Planning Board                     | <input type="checkbox"/> Zoning Board of Appeals          |   |

*\*Boards and Committees meet monthly or as needed as follows:*

Budget Committee/Budget Nominating - Early Spring  
Cemetery Association Quarterly (3<sup>rd</sup> Weds) at 4 pm  
CEDAC - 4<sup>th</sup> Monday at 4 pm  
Conservation Commission - 2<sup>nd</sup> Weds at 6 pm  
CR Pathways - 1<sup>st</sup> Weds at 5:30 pm  
Energy & Sustainability Cmte - 3<sup>rd</sup> Mon at 5:30 pm  
Harbor Committee - 1<sup>st</sup> Tues at 7:30 am

Historic Resources Cmte - 2<sup>nd</sup> Tues at 4:00 pm  
Megunticook Dams - as needed  
Opera House Committee - Last Tues @ 6:30 pm  
Parks & Rec - 2<sup>nd</sup> Weds @ noon  
Planning Board - 1<sup>st</sup> & 3<sup>rd</sup> Thurs @ 5 pm  
Zoning Board of Appeals - 2<sup>nd</sup> & 4<sup>th</sup> Thursday -  
at 5 pm



# MEMORANDUM

**To:** Select Board  
**From:** Town Manager  
**Date:** March 31<sup>st</sup>, 2023  
**Re:** Order: Charter Amendment

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## **PURPOSE**

Under State Statute (Title 30-A 2104) the Select Board is required to provide for notice and hearing by order, proposed charter amendments.

## **BACKGROUND**

At the Select Board meeting on March 7<sup>th</sup> 2023, potential amendments to the Camden Charter were discussed, which included changing Budget Committee membership from elected to appointed positions, and removing specific names of budget categories from the Charter.

As per statutory requirements, the attached information on the proposed Charter amendments includes:

1. The Order by the Select Board providing notice of the changes.
2. The text of the changes.
3. Summaries of the proposed amendments, which will be placed on the ballot.

## **RECOMMENDATION**

Approved the order of notice of proposed amendments to the Camden Charter.

Office of:

Town Manager  
Tax Assessor  
Tax Collector  
Town Clerk  
Treasurer  
Code Officer  
Finance Director  
Harbor Clerk



Town Office

P.O. Box 1207  
29 Elm Street  
Camden, Maine 04843  
Phone (207)236-3353  
Fax (207)236-7956  
<http://www.camdenmaine.gov>

## ORDER OF CAMDEN SELECT BOARD

**BE IT ORDERED** that the Town Manager be hereby directed to prepare the necessary notice and hearing on proposed amendments to Article VI Sections 6.03 and 6.06 of the Camden Charter.

**BE IT ORDERED**, that within 7 days after the hearing, the proposed Charter Amendment, as attached hereto to Schedule A, shall be placed as a Warrant Article on the June 13, 2023 Annual Town Meeting Warrant.

**BE IT FURTHER ORDERED**, that the following question submitted to voters be in the following form:

"Shall the Town approve amendments to Article VI Financial Procedures, Section 6.03 Budget Committee and Section 6.06 Town Vote on the Budget of the Town Charter?"

DATED: April 4, 2023.

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Robert Falciani, Chair

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Alison McKellar, Vice Chair

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Sophie Romana

---

Stephanie French

---

Thomas Hedstrom

## SCHEDULE A

### ARTICLE VI FINANCIAL PROCEDURES

#### **Section 6.03 Budget Committee**

Purpose and Composition. The Budget Committee shall consist of eleven (11) regular members, to cooperate with the Select Board, Town Manager, Finance Director, other Town departments, and Superintendent of Schools (in the event the Town operates its own school system), in making recommendations concerning all appropriation articles in the Warrant.

##### (2)

~~Inclusion on the Ballot~~Appointment by Select Board. Camden citizens interested in serving on the Budget Committee must submit a Committee Interest Form to the Town Office ~~by the deadline set by the Town Clerk~~, in order ~~for their name~~ to be ~~included on the Town ballot for election~~considered for membership on ~~to~~ the Budget Committee.

##### (3)

~~Election. Prospective members will be voted on at the Town Meeting by secret ballot, as provided for in Article I § 1.02 (1). Vacancies will be filled based on the number of votes received by each nominee, starting with filling the vacancies for members by those receiving the highest vote. Each year thereafter a vote will be taken at the Town Meeting to determine new members as required to maintain a total of eleven (11) members.~~

##### (4)

Terms. Members shall serve for staggered three (3)-year terms, commencing on the date of the Town Meeting. Members may serve for three (3) consecutive terms, after which they shall be ineligible to serve for one (1) year before they are allowed to serve up to three (3) consecutive year terms, subject to said gap year(s) thereafter.

##### (5)

Election of Officers and Governing Rules.

##### (a)

~~Annually, at their first meeting, t~~The members of the Budget Committee shall vote to set ~~the dates of their meetings and their~~ governing rules of order.

##### (b)

Six (6) members of the eleven (11) shall constitute a quorum.

##### (c)

~~At their final meeting, the c~~urrent members of the Budget Committee shall elect a Chair and Vice Chair ~~for the coming year.~~

#### **Section 6.06 Town Vote on the Budget**



## SCHEDULE A

The Annual Budget shall be included in appropriation Articles in the Town Warrant and shall be voted upon by the qualified voters of the Town at the Annual Town Meeting, as outlined in Article I, § 1.02.

### (2)

Form of the Budget Articles. The recommendations of both the Select Board and Budget Committee shall be included in budget Warrant Articles. There shall be separate budget line item Warrant Articles, each of which shall identify the amount recommended by the Select Board as the amount subject to voter approval. Each budget line item Warrant Article shall include the recommendations of the Select Board and the Budget Committee and shall be limited to a single typical expense category as approved by the Select Board. ~~which, by way of example, may include the following:~~

#### ~~(a)~~

~~General Government.~~

#### ~~(b)~~

~~Public Safety.~~

#### ~~(c)~~

~~Highways, Streets and Bridges.~~

#### ~~(d)~~

~~Health and Welfare.~~

#### ~~(e)~~

~~Leisure Services.~~

#### ~~(f)~~

~~Cemeteries.~~

#### ~~(g)~~

~~Debt/Capital/Contingency.~~

### (3)

Each budget article shall state that in the event the article fails to pass it will be funded at the previous year's amount and shall state last year's amount.

### (4)

Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated, and shall constitute a levy of the property tax thereby required.

### (5)

A copy of the final approved budget, as adopted at Town Meeting, shall be certified by the Select Board and filed with the Assessor.

## SCHEDULE A

(6)

Copies of the final budget and capital program as adopted shall be preserved as public records. State  
Law Reference: Title 1 MRSA, § 401 et seq.



# MEMORANDUM

**To:** Select Board  
**From:** Town Manager  
**Date:** March 31<sup>st</sup>, 2023  
**Re:** Midcoast Internet Development Corporation 3M Phase 1 Project

---

## PURPOSE

For the Select Board to determine if they support funding Midcoast Internet Development Corporation's (MIDC) proposed 3M Phase 1 project.

## BACKGROUND

The Town of Camden became a Charter member of MIDC in June of 2021, as approved by voters at Town Meeting. MIDC is a regional broadband utility, with the goal of providing universal access fiber to the premise (FTTP) high-speed broadband to all homes and businesses in their service territory. The intent was not to increase property taxes to fund the build-out of the network.

In order to progress this goal, MIDC commissioned Axiom Broadband to complete feasibility studies to 1) determine the cost of building out a network across the entire service territory (Camden, Rockport, Rockland and Thomaston at the time) and, 2) determine the cost of a modified build-out of all municipal buildings in Camden and Rockland and the remaining portions of Rockport not currently on the Town's dark fiber network. This second study is referred to as the 3M Phase 1 project.

## OVERVIEW

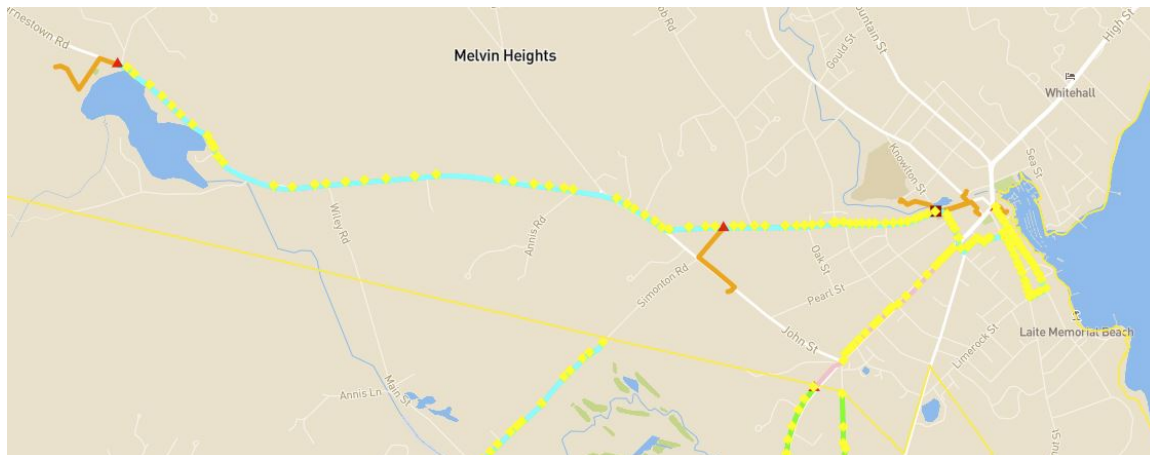


Figure 1: Map of the 3M Phase 1 Project



The goal of the 3M Phase 1 project is to serve as a starting point for the regional broadband utility. Specific to Camden's portion of the network, in addition to connecting all of Camden's municipal facilities, it could also connect the 295 premises it passes to affordable high-speed broadband. The network has the potential to be expanded in the future.

The report from January of 2022 estimated construction costs to be \$1,138,400, with the potential of being reduced to \$828,400. It should be noted that this is only a feasibility study and project costs are likely to change in the event the project progresses.

The pro-forma in the attached feasibility report posits that Camden will pay the entire cost of the build-out, with revenue and expenses for the network modelled on this assumption. The report does not state how much revenue is likely to be generated by the Camden-only portion of the network.

### **RECOMMENDATION**

Should the Select Board choose to progress this project, approval from voters for funding is required. It will be exceedingly difficult to update cost estimates and identify the appropriate funding and financing strategy in preparation for inclusion on the 2023 Town Meeting ballot.



**Midcoast Internet Development Corporation**

**Phase I**

**Municipal Multi-Muni Build**

**January 2022**

**Produced by**



## CONCEPT

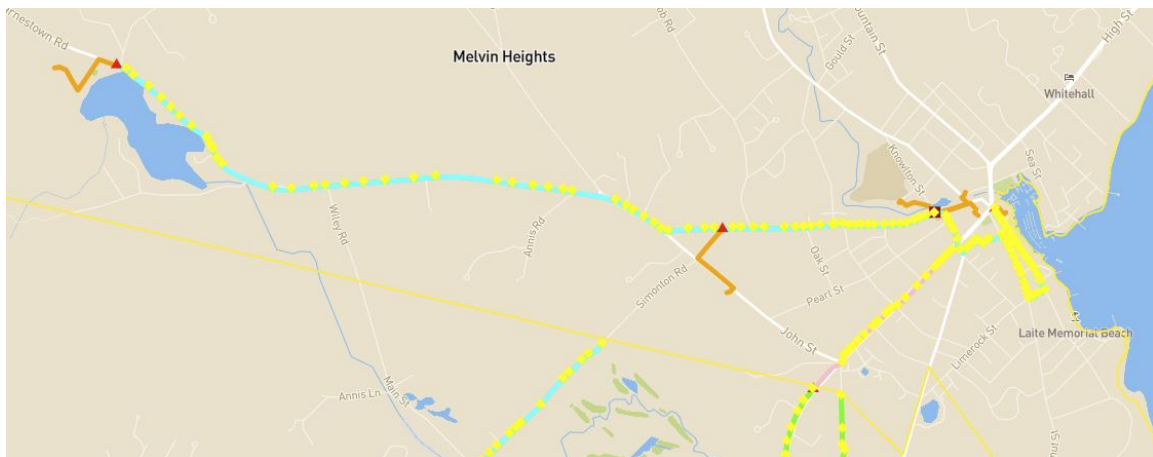
The Midcoast Internet Development Corporation (MIDC) in collaboration with its municipal partners of Camden, Rockport and Rockland have developed a Phase I Municipal Multi-Muni Build (3MB) that would strategically connect municipal buildings in Camden and Rockland respectively, while expanding the initial GWI fiber build in Rockport to encompass the entirety of the village and bring fiber service down three main roads (Route 1, Route 90, and Route 17). All three projects taken together would form the foundational building blocks to expand service to more parts of the communities in the future.

The project in each community is designed to stand alone, or ideally, be connected together. Together, the 3MP project would create a strong beginning toward meeting MIDC's goal of bringing world-class, community-based internet service to the CORE 4 communities.

### Camden

Connected Locations	Address
Town Hall/Opera House	29 Elm Street
Public Landing/Harbor Master	2 Public Landing
Public Safety Building	31 Washington Street
Public Works	56 John Street
Snow Bowl	20 Barnestown Road
Wastewater Department	20 Lions Lane

### Map



Number of Homes passed: 295  
Number of Utility poles (est.) 200  
Location of Central Office Town Hall/Opera House

Cost includes hooking up all 295 premises and Central Office equipment that has the capacity to serve the entire town.

## Project Cost Breakdown

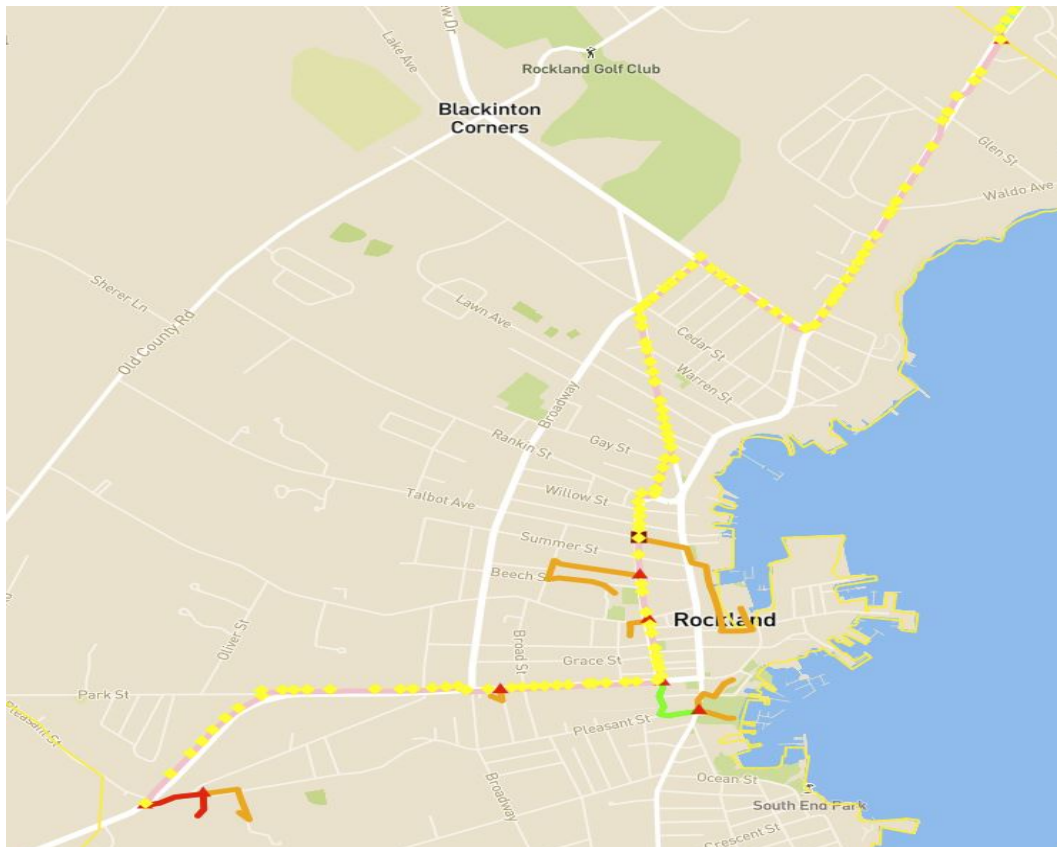
Category	Cost	Calculations	Assumptions
Licensing Application	\$5000	This is based on the number of poles and likely very close to the cost.	
Make Ready	\$100,000	Calc: 200 poles x \$500/pole= \$100,000 This is an ESTIMATE.	This number will change. It could be lower.
Pole Replacement	\$60,000	Calc: 10% pole replacement \$3000 pole x 20 poles= \$60,000, this is an ESTIMATE	Could flux either way on the number of poles that need replacement
Central Office (Utility Hut)	\$313,671*	Includes all equipment inside to light up system. This number comes from the MIDC Final Report and is based on a full build	Could be reduced, depending on CO specs.
CPE/Customer install (295 customers)- 100%	\$110,625	\$175 for home equipment and \$200 labor for install. Calc: \$375 x 295 homes= \$110,625	Does not include a router, which we lease for \$7.50/month, or buy your own.
Construction of the main system	\$524,256	All-in cost from a contractor for central lines and drops to 100% of premises	Can be reduced depending on the number of drops
Project Management	\$24,846	Axiom fee for overseeing construction contractor, as well as taking orders for service	5% of construction project cost
<b>TOTAL</b>	<b>\$1,138,398</b>		Before potential savings.

## Potential Savings

Total construction cost estimate	<b>\$1,138,398</b>
Reduced by:	
Avoiding make ready	\$100,000
Reduced # of pole replacements	\$30,000
Construction drops reduced to 50%	\$110,000* estimate
Central Office contingency + Size reduction	\$75,000
Local ARPA funds	\$200,000* total guess
Total potential savings	<b>\$515,000</b>
<b>Camden Project cost after savings</b>	<b>\$623,398</b>

## Rockland

Connected Locations	Address
City Hall	270 Pleasant Street
Rec Center	61 Limerock Street
Harbor	1 Harbor Park
Public Services	9 Burrows Street
Wastewater Treatment Department	40 Tilson Avenue
Police Department	1 Police Way
Fire & EMS	118 Park Street





Number of Homes passed: 210  
 Number of Utility poles (est.) 155  
 Location of Central Office City Hall

Cost includes hooking up all 210 premises and Central office equipment that has the capacity to serve the entire town.

### Project Cost Breakdown

Category	Cost	Calculations	Assumptions
Licensing Application	\$2000	This is based on the number of poles and likely very close to the cost.	
Make Ready	\$77,500	Calc: 155 poles x \$500/pole= \$77,500 This is an ESTIMATE.	This number will change. It could be lower.
Pole Replacement	\$48,000	Calc: 10% pole replacement \$3000 pole x 16 poles= \$48,000, this is an ESTIMATE	Could flux either way on the number of poles that need replacement
Central Office (Utility Hut)	\$349,366*	Includes all equipment inside to light up system. This number comes from the MIDC Final Report and is based on a full build	Could be reduced, depending on CO specs.
CPE/Customer install (210 customers)- 100%	\$78,750	\$175 for home equipment and \$200 labor for install. Calc: \$375 x 210 homes= \$78,750	Does not include a router, which we lease for \$7.50/month, or buy your own.
Construction of the main system	\$441,119	All-in cost from a contractor for central lines and drops to 100% of premises	Can be reduced depending on the number of drops
Project Management	\$20,893	Axiom fee for overseeing construction contractor, as well as taking orders for service	5% of construction project cost
<b>TOTAL</b>	<b>\$1,017,628</b>		Before potential savings.

## Potential Savings

Total construction cost estimate	<b>\$1,017,628</b>
Reduced by:	
Avoiding make ready	\$77,500
Reduced # of pole replacements	\$24,000
Construction drops reduced to 50%	\$80,000* estimate
Central Office contingency + Size reduction	\$100,000
Local ARPA funds	\$250,000* total guess
Total potential savings	<b>\$531,500</b>
<b>Project Cost After Savings</b>	<b>\$486,128</b>

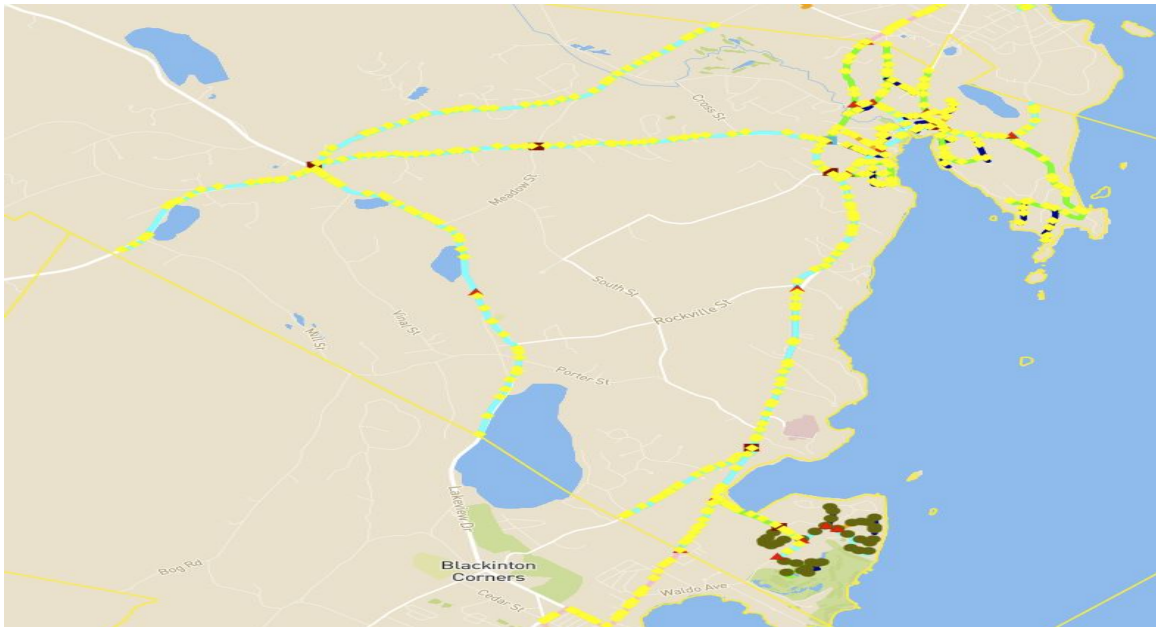
## Value of Local Government Intranet

Many municipalities around the country have created a network that connects their publicly owned facilities. This creates the opportunity to access tools and information only available and visible by public employees. There are benefits to having a network that is private and is not subject to the security risks of operations or networks that rely on reaching the greater world wide web. But more importantly, this type of system, through the creation of an Intranet Platform can integrate a wide range of different tools such as shared calendars and workspaces, easy professional staff connectivity and other tools that promote collaboration and efficiencies.

- ❖ Enhances collaboration across the various departments and encourages transparency
- ❖ Increases productivity by putting all the tools of the municipality in one place
- ❖ All communications stay private within the municipal network
  - Municipal staff communications and collaboration
  - Traffic and streetlight controls, as well as other sensitive security needs
  - Resource center and repository for public document access
- ❖ Plus, you are able to hook up customers along the routes with world class broadband

## Rockport

Fiber Pathways	Premises Passed	Notes
Route 1	156	No laterals, can be built independently
Route 90	121	No laterals, Route 1 required
Village	459	Portions of South Village fed from Rt. 1
Eastward	140	Route 1 required- does not include trenching, conduit, etc.
Old County Road	34	No laterals, Route 1 required
Route 17	53	No laterals, Route 1 & 90 needed
Park Street	72	No laterals, Route 1 & 90 needed



#### Cost Breakdown for all segments

Category	Cost	Calculations	Assumptions
Licensing Application	\$10,000	This is based on the number of poles and likely very close to the cost.	
Make Ready	\$395,000	Calc: 790 poles x \$500/pole= \$395,000 This is an ESTIMATE.	This number will change. It could be lower.
Pole Replacement	\$237,000	Calc: 10% pole replacement \$3000 pole x 79 poles= \$237,000, this is an ESTIMATE	Could flux either way on the number of poles that need replacement
Central Office (Utility Hut)	\$301,260*	Includes all equipment inside to light up system. This number comes from the MIDC Final Report and is based on a full build	Could be reduced, depending on CO specs.

CPE/Customer install (1035 customers)- 100%	\$388,125	\$175 for home equipment and \$200 labor for install. Calc: \$375 x 1035 homes= \$388,125	Does not include a router, which we lease for \$7.50/month, or buy your own.
Construction of the main system	Rt 1-\$643,518 Rt 90- \$361,083 Village- \$670,495 Eastward- \$233,122 Old County- \$65,721 Route 17-\$153,672 Park- \$144,276  TOTAL- \$2,271,887	All-in cost from a contractor for central lines and drops to 100% of premises	Can be reduced depending on the number of drops
Project Management	\$113,544	Axiom fee for overseeing construction contractor, as well as taking orders for service	5% of construction project cost
<b>TOTAL</b>	<b>\$3,716,816</b>		Before potential savings.

### Potential Savings

Total construction cost estimate	<b>\$3,716,816</b>
Reduced by:	
Reduced # of pole replacements	\$120,000
Construction drops reduced to 50%	\$300,000* estimate
Central Office contingency + Size reduction	\$100,000
Local ARPA funds	\$200,000* total guess
Total potential savings	<b>\$720,000</b>
Total Construction cost after savings	<b>\$2,996,816</b>

### MIDC Modeling of Revenue and Expenses

3M Community	Cost
Camden	\$623,398
Rockland	\$486,128
Rockport	\$2,996,816
<b>Total</b>	<b>\$4,106,342</b>

## Further Savings

If Camden and Rockland would agree to pay for their portion of the project, the total amount needed to borrow would be reduced significantly. This would help make the feasibility of the project much more attractive.

We would also encourage local fund raising with a goal of \$1M. Taken together, the additional savings would reduce the amount of borrowing to under \$2M.

**Modeling a \$2M loan at 3% for 15 years produces a yearly payment of \$165,739**

## Revenue and Expense Modeling

Year	Homes Served Year Round (YR) and Seasonal (S)	Gross Revenue	ISP payment \$30/month/per subscriber
#1	416YR/54S	\$368,686	\$169,200
#2	485YR/62S	\$423,509	\$193,680
#3	554YR/69S	\$479,996	\$220,320
#4	624YR/77S	\$540,635	\$248,040
#5	665YR/85S	\$580,100	\$264,960

The Revenue modeling assumption take rates:

Year	Year-Round Take rate	Seasonal Take Rate
#1	30%	35%
#2	35%	40%
#3	40%	45%
#4	45%	50%
#5	48%	55%

Rate group – Residential	Monthly cost
Year-Round 250/250Mbps	\$59.99
Year-Round 500/500Mbps	\$64.99
Year-Round 1G/1G	\$109.99
Seasonal 250/250Mbps	\$50.99
Seasonal 500/500Mbps	\$55.24
Seasonal 1G/1G	\$93.49

## MIDC Revenue and Expense Free Cash Flow

Year	Returned Revenue from Subscribers	Bond Payment	Free Cash Flow to MIDC
#1	\$169,200	\$165,739	\$3461
#2	\$193,680	\$165,739	\$27,941
#3	\$220,320	\$165,739	\$54,581
#4	\$248,040	\$165,739	\$82,301
#5	\$264,960	\$165,739	\$99,221

In order to create a better cash flow situation in the first few years of operations, we would suggest working with one provider. This provider can operate and maintain the network on behalf of MIDC. Achieving \$100,000 in revenue would allow MIDC to hire staff and a part-time Field Crew.

#### Early Years projected Expenses

MIDC Expense Categories	Calculation	Estimated Cost/year	Responsibility
Insurance	For Main system	\$15,000	<b>MIDC</b>
Legal	70 hours x \$160/hr.	\$11,200	In-Kind
Systems Operations	1% of gross revenue	\$10,000	Delayed
Accountant/bookkeeper	8 hours a week x \$25/hr.	\$12,000	<b>MIDC</b> - but handled by vol. board
Maintenance Cost	\$0 in year one	\$0	
Office Lease	\$500/month	\$6000	Not Needed
Marketing	\$1000/month	\$12,000	<b>ISP/MDIC</b>
MIDC Bucket Truck	\$800/Monthly payment	\$9600	ISP
Field Crew (2 Part time)	\$50/hour x 20 hours/wk x 52	\$52,000	ISP
Field Equipment	Splicer and materials	\$12,000	ISP
Pole Licensing	4750 poles x \$10/yr.	\$47,500	ISP

In this model, we can minimize MDIC expenses while creating time to build customers and increase revenues.

3MP is viable if:

- Low-cost capital can be obtained
- Muni builds in Camden and Rockland are fully paid for
- \$1M in fundraising reduces the cost of borrowing
- Other savings are derived as described in the document

**Camden Snow Bowl  
Comparative/Cumulative  
FY 2021 to FY 2023**

	2022-2023												
	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Déc-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Totals
Expense	89,737.28	12,445.90	20,122.59	82,352.33	112,298.93	128,051.80	202,961.53	290,839.72	185,250.74				1,124,060.82
Revenue	(37.58)	1,629.21	43,125.56	286,465.53	48,935.31	159,212.80	181,389.99	200,851.78	136,879.11				1,058,451.71
Cumulative	(89,774.86)	(100,591.55)	(77,588.58)	126,524.62	63,161.00	94,322.00	72,750.46	(17,237.48)	(65,609.11)				(65,609.11)

Plus \$22,100  
Fund Bal=  
(\$43,509)

	2021-2022												
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Totals
Expense	13,634.40	76,150.21	18,955.78	67,250.08	72,291.29	148,249.84	206,386.33	255,314.18	168,017.02	53,816.44	1,685.94	103,754.27	1,185,505.78
Revenue	2,881.01	2,041.79	26,797.45	240,067.17	167,209.63	182,585.40	212,827.66	270,884.31	68,147.21	3,593.65	13,312.86	5,392.55	1,195,740.69
Cumulative	(10,753.39)	(84,861.81)	(77,020.14)	95,796.95	190,715.29	225,050.85	231,492.18	247,062.31	147,192.50	96,969.71	108,596.63	10,234.91	10,234.91

(Audited)

	2020-2021												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Totals
Expense	15,171.44	58,690.41	12,862.36	50,461.69	55,126.48	122,616.25	206,349.97	186,301.46	129,612.79	50,111.28	25,497.74	108,174.07	1,020,975.94
Revenue	58.95	8,514.95	20,875.54	287,003.41	49,296.73	129,949.13	182,998.08	262,126.14	78,409.84	10,154.25	3,200.28	254.64	1,032,841.94
Cumulative	(15,112.49)	(65,287.95)	(57,274.77)	179,266.95	173,437.20	180,770.08	157,418.19	233,242.87	182,039.92	142,082.89	119,785.43	11,866.00	11,866.00

(Audited)

**3/31/2023**



**Monthly Revenue**  
Accounts: R 92-01-01 - R 92-01-40  
July to June

Account	Budget Original	Budget Adjustments	Budget Net	----- C U R R M O N T H -----			Uncollected Balance	Percent Collected
				Debits	Credits	Net		
92 - Snow Bowl Revenue	1,228,200.00	0.00	1,228,200.00	6,011.76	1,064,463.47	1,058,451.71	169,748.29	86.18
<b>01 - SB Revenue</b>	<b>1,228,200.00</b>	<b>0.00</b>	<b>1,228,200.00</b>	<b>6,011.76</b>	<b>1,064,463.47</b>	<b>1,058,451.71</b>	<b>169,748.29</b>	<b>86.18</b>
01 - Lodge Rental	6,000.00	0.00	6,000.00	100.00	4,030.00	3,930.00	2,070.00	65.50
02 - Daily Tickets	285,000.00	0.00	285,000.00	299.56	298,284.24	297,984.68	-12,984.68	104.56
03 - Season Tickets	435,000.00	0.00	435,000.00	1,142.43	362,377.36	361,234.93	73,765.07	83.04
04 - Lesson Income	90,000.00	0.00	90,000.00	1,707.33	92,575.15	90,867.82	-867.82	100.96
05 - Race Income	45,000.00	0.00	45,000.00	0.00	43,151.57	43,151.57	1,848.43	95.89
06 - Gift Card Purchases	12,000.00	0.00	12,000.00	1,249.74	8,952.75	7,703.01	4,296.99	64.19
07 - Summer Chairlift	34,000.00	0.00	34,000.00	50.00	39,709.00	39,659.00	-5,659.00	116.64
08 - Kitchen Lease	4,500.00	0.00	4,500.00	0.00	4,820.42	4,820.42	-320.42	107.12
09 - Kitchen Propane Reimbursement	1,200.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00	0.00
10 - Toboggan	6,000.00	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00
11 - Rental Equipment	95,000.00	0.00	95,000.00	112.61	86,827.90	86,715.29	8,284.71	91.28
12 - Merchandise Sales	10,000.00	0.00	10,000.00	0.00	8,275.32	8,275.32	1,724.68	82.75
13 - Tubing Hill Tickets	6,000.00	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00
15 - Tobogganfest	80,000.00	0.00	80,000.00	1,350.04	83,006.82	81,656.78	-1,656.78	102.07
17 - Scholarships (Lacasse etc.)	7,500.00	0.00	7,500.00	0.00	55.71	55.71	7,444.29	0.74
20 - Sponsorship Revenue	2,000.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
21 - Toboggan Merchandise Sales	10,000.00	0.00	10,000.00	0.00	10,389.00	10,389.00	-389.00	103.89
22 - Locker Rent	5,700.00	0.00	5,700.00	0.00	5,100.00	5,100.00	600.00	89.47
26 - Grants	10,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
27 - Ski Race Donations	10,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
28 - Foundaton Donations	10,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00
29 - Snow Bowl Misc Revenue	0.00	0.00	0.00	0.05	627.00	626.95	-626.95	----
30 - Credit Card Interest	1,000.00	0.00	1,000.00	0.00	6,574.68	6,574.68	-5,574.68	657.47
32 - Retail Lease	12,000.00	0.00	12,000.00	0.00	6,000.00	6,000.00	6,000.00	50.00
36 - Field Use Fees	300.00	0.00	300.00	0.00	100.00	100.00	200.00	33.33
37 - Insurance Claim Proceeds	0.00	0.00	0.00	0.00	3,606.55	3,606.55	-3,606.55	----
40 - Use of Surplus-SB	50,000.00	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00
<b>Final Totals</b>	<b>1,228,200.00</b>	<b>0.00</b>	<b>1,228,200.00</b>	<b>6,011.76</b>	<b>1,064,463.47</b>	<b>1,058,451.71</b>	<b>169,748.29</b>	<b>86.18</b>



**Expense Summary Report**  
Accounts: E 70-01-01-01 - E 71-56-44-13  
July to June

Account	Budget Original	Budget Adjustments	Budget Net	----- C U R R E N T M O N T H -----			Unexpended Balance	Percent Spent
				Debits	Credits	Net		
<b>70 - Snow Bowl</b>	<b>1,128,087.00</b>	<b>0.00</b>	<b>1,128,087.00</b>	<b>1,112,976.76</b>	<b>6,179.19</b>	<b>1,106,797.57</b>	<b>21,289.43</b>	<b>98.11</b>
<b>01 - Adm</b>	<b>232,450.00</b>	<b>0.00</b>	<b>232,450.00</b>	<b>229,680.69</b>	<b>620.88</b>	<b>229,059.81</b>	<b>3,390.19</b>	<b>98.54</b>
01 - Personnel Sv	71,500.00	0.00	71,500.00	61,919.60	0.00	61,919.60	9,580.40	86.60
01 - Full Time	70,000.00	0.00	70,000.00	58,889.60	0.00	58,889.60	11,110.40	84.13
05 - Part Time	1,500.00	0.00	1,500.00	3,030.00	0.00	3,030.00	-1,530.00	202.00
05 - Emp Ben	35,300.00	0.00	35,300.00	29,344.89	0.00	29,344.89	5,955.11	83.13
01 - FICA	5,500.00	0.00	5,500.00	4,725.43	0.00	4,725.43	774.57	85.92
05 - ICMA/MPERS	7,200.00	0.00	7,200.00	6,006.88	0.00	6,006.88	1,193.12	83.43
10 - Health Ins	22,600.00	0.00	22,600.00	18,612.58	0.00	18,612.58	3,987.42	82.36
10 - Supplies	7,050.00	0.00	7,050.00	5,890.29	141.00	5,749.29	1,300.71	81.55
01 - Office	3,000.00	0.00	3,000.00	1,494.88	0.00	1,494.88	1,505.12	49.83
03 - Postage	50.00	0.00	50.00	0.00	0.00	0.00	50.00	0.00
05 - Dues & Pub	4,000.00	0.00	4,000.00	4,395.41	141.00	4,254.41	-254.41	106.36
12 - Dept Spec	11,900.00	0.00	11,900.00	12,013.39	0.00	12,013.39	-113.39	100.95
01 - Mileage	500.00	0.00	500.00	73.36	0.00	73.36	426.64	14.67
02 - Prof Develop	2,400.00	0.00	2,400.00	1,894.36	0.00	1,894.36	505.64	78.93
05 - Uniform/Clot	1,000.00	0.00	1,000.00	431.33	0.00	431.33	568.67	43.13
15 - Marketing	8,000.00	0.00	8,000.00	9,614.34	0.00	9,614.34	-1,614.34	120.18
15 - Utilities	3,500.00	0.00	3,500.00	2,295.18	0.00	2,295.18	1,204.82	65.58
20 - Communicatio	3,500.00	0.00	3,500.00	2,295.18	0.00	2,295.18	1,204.82	65.58
25 - Insurances	80,000.00	0.00	80,000.00	107,133.00	0.00	107,133.00	-27,133.00	133.92
01 - Gen Liab	70,000.00	0.00	70,000.00	97,133.00	0.00	97,133.00	-27,133.00	138.76
10 - Workers Comp	10,000.00	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
30 - Cont Svc	15,700.00	0.00	15,700.00	5,160.37	479.88	4,680.49	11,019.51	29.81
01 - Gen Legal	200.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00
11 - Printing	4,000.00	0.00	4,000.00	772.43	0.00	772.43	3,227.57	19.31
13 - Maint Agreem	10,000.00	0.00	10,000.00	4,257.34	479.88	3,777.46	6,222.54	37.77
24 - Credit C Fee	1,500.00	0.00	1,500.00	130.60	0.00	130.60	1,369.40	8.71
32 - Other Ctrl	7,500.00	0.00	7,500.00	5,923.97	0.00	5,923.97	1,576.03	78.99
35 - Computer R&M	7,500.00	0.00	7,500.00	5,923.97	0.00	5,923.97	1,576.03	78.99
<b>05 - Lodge</b>	<b>53,780.00</b>	<b>0.00</b>	<b>53,780.00</b>	<b>42,874.89</b>	<b>10.32</b>	<b>42,864.57</b>	<b>10,915.43</b>	<b>79.70</b>
01 - Personnel Sv	11,100.00	0.00	11,100.00	15,475.50	0.00	15,475.50	-4,375.50	139.42
01 - Full Time	8,600.00	0.00	8,600.00	14,814.54	0.00	14,814.54	-6,214.54	172.26
05 - Part Time	2,500.00	0.00	2,500.00	660.96	0.00	660.96	1,839.04	26.44
05 - Emp Ben	850.00	0.00	850.00	1,168.83	0.00	1,168.83	-318.83	137.51
01 - FICA	850.00	0.00	850.00	1,168.83	0.00	1,168.83	-318.83	137.51
10 - Supplies	4,500.00	0.00	4,500.00	971.50	0.00	971.50	3,528.50	21.59
06 - Sup Clean/BI	4,500.00	0.00	4,500.00	971.50	0.00	971.50	3,528.50	21.59
15 - Utilities	20,200.00	0.00	20,200.00	13,000.45	0.00	13,000.45	7,199.55	64.36

# Expense Summary Report

Accounts: E 70-01-01-01 - E 71-56-44-13  
July to June

Account	Budget Original	Budget Adjustments	Budget Net	----- C U R R M O N T H -----			Unexpended Balance	Percent Spent
				Debits	Credits	Net		
<b>70 - Snow Bowl CONT'D</b>								
01 - Electricity	14,000.00	0.00	14,000.00	9,943.25	0.00	9,943.25	4,056.75	71.02
05 - Heat	5,000.00	0.00	5,000.00	1,960.62	0.00	1,960.62	3,039.38	39.21
25 - Kit Propane	1,200.00	0.00	1,200.00	1,096.58	0.00	1,096.58	103.42	91.38
20 - Repair/Maint	13,500.00	0.00	13,500.00	9,182.32	10.32	9,172.00	4,328.00	67.94
20 - Equipment	3,500.00	0.00	3,500.00	874.65	0.00	874.65	2,625.35	24.99
30 - Bldg Maint	8,000.00	0.00	8,000.00	7,516.27	10.32	7,505.95	494.05	93.82
32 - Bldg Improv	1,000.00	0.00	1,000.00	701.36	0.00	701.36	298.64	70.14
70 - Pk Lot Maint	1,000.00	0.00	1,000.00	90.04	0.00	90.04	909.96	9.00
30 - Cont Svc	3,630.00	0.00	3,630.00	3,076.29	0.00	3,076.29	553.71	84.75
14 - Cleaning	500.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
32 - Trash Remova	3,000.00	0.00	3,000.00	2,818.29	0.00	2,818.29	181.71	93.94
35 - Security Ser	130.00	0.00	130.00	258.00	0.00	258.00	-128.00	198.46
<b>15 - Alpine</b>	<b>725,680.00</b>	<b>0.00</b>	<b>725,680.00</b>	<b>702,434.43</b>	<b>5,547.99</b>	<b>696,886.44</b>	<b>28,793.56</b>	<b>96.03</b>
01 - Personnel Sv	362,330.00	0.00	362,330.00	364,106.42	5,346.98	358,759.44	3,570.56	99.01
01 - Full Time	166,330.00	0.00	166,330.00	148,415.47	0.00	148,415.47	17,914.53	89.23
05 - Part Time	10,000.00	0.00	10,000.00	12,405.70	0.00	12,405.70	-2,405.70	124.06
40 - Ski Sc Labor	45,000.00	0.00	45,000.00	47,914.48	0.00	47,914.48	-2,914.48	106.48
41 - Ski Patrol L	17,000.00	0.00	17,000.00	20,458.14	0.00	20,458.14	-3,458.14	120.34
42 - Ski Race L	9,000.00	0.00	9,000.00	13,823.85	0.00	13,823.85	-4,823.85	153.60
43 - Ticket Sales	13,000.00	0.00	13,000.00	20,183.75	0.00	20,183.75	-7,183.75	155.26
44 - Terrain Pk L	15,000.00	0.00	15,000.00	30,617.48	5,346.98	25,270.50	-10,270.50	168.47
45 - Groomer L	15,000.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00
46 - Lift Operato	32,000.00	0.00	32,000.00	48,563.55	0.00	48,563.55	-16,563.55	151.76
47 - SB Snowmakin	30,000.00	0.00	30,000.00	21,724.00	0.00	21,724.00	8,276.00	72.41
48 - Tbgm Chute	5,000.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
50 - Tubing Hill	5,000.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
05 - Emp Ben	95,050.00	0.00	95,050.00	84,104.33	0.00	84,104.33	10,945.67	88.48
01 - FICA	26,750.00	0.00	26,750.00	26,858.47	0.00	26,858.47	-108.47	100.41
05 - ICMA/MPERS	18,300.00	0.00	18,300.00	16,607.88	0.00	16,607.88	1,692.12	90.75
10 - Health Ins	50,000.00	0.00	50,000.00	40,637.98	0.00	40,637.98	9,362.02	81.28
10 - Supplies	36,300.00	0.00	36,300.00	20,687.21	0.00	20,687.21	15,612.79	56.99
01 - Office	300.00	0.00	300.00	428.07	0.00	428.07	-128.07	142.69
07 - Ticket Suppl	4,000.00	0.00	4,000.00	4,627.36	0.00	4,627.36	-627.36	115.68
13 - Safety Equip	1,500.00	0.00	1,500.00	2,495.08	0.00	2,495.08	-995.08	166.34
14 - Gas/Diesel	20,000.00	0.00	20,000.00	6,937.39	0.00	6,937.39	13,062.61	34.69
15 - Shop Supp	1,000.00	0.00	1,000.00	428.67	0.00	428.67	571.33	42.87
71 - Ski Race Sup	5,000.00	0.00	5,000.00	2,088.28	0.00	2,088.28	2,911.72	41.77
72 - Ski Patrol	3,000.00	0.00	3,000.00	2,972.87	0.00	2,972.87	27.13	99.10

# Expense Summary Report

Accounts: E 70-01-01-01 - E 71-56-44-13  
July to June

Account	Budget Original	Budget Adjustments	Budget Net	----- C U R R M O N T H -----			Unexpended Balance	Percent Spent
				Debits	Credits	Net		
70 - Snow Bowl CONT'D								
73 - Ski School	1,500.00	0.00	1,500.00	709.49	0.00	709.49	790.51	47.30
12 - Dept Spec	3,000.00	0.00	3,000.00	3,256.14	201.01	3,055.13	-55.13	101.84
02 - Prof Develop	3,000.00	0.00	3,000.00	3,256.14	201.01	3,055.13	-55.13	101.84
15 - Utilities	135,500.00	0.00	135,500.00	143,178.14	0.00	143,178.14	-7,678.14	105.67
01 - Electricity	10,000.00	0.00	10,000.00	5,093.44	0.00	5,093.44	4,906.56	50.93
04 - Snowmkg Elec	125,000.00	0.00	125,000.00	138,084.70	0.00	138,084.70	-13,084.70	110.47
25 - Kit Propane	500.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
20 - Repair/Maint	87,500.00	0.00	87,500.00	78,690.03	0.00	78,690.03	8,809.97	89.93
05 - Vehicle	40,000.00	0.00	40,000.00	19,648.23	0.00	19,648.23	20,351.77	49.12
71 - Lift Repair	20,000.00	0.00	20,000.00	41,743.59	0.00	41,743.59	-21,743.59	208.72
72 - SB Equip	1,000.00	0.00	1,000.00	3,755.91	0.00	3,755.91	-2,755.91	375.59
73 - Snow Making	15,000.00	0.00	15,000.00	4,283.61	0.00	4,283.61	10,716.39	28.56
74 - Trail Maint	8,000.00	0.00	8,000.00	6,870.77	0.00	6,870.77	1,129.23	85.88
75 - Mtn Bldgs	2,500.00	0.00	2,500.00	939.18	0.00	939.18	1,560.82	37.57
76 - Terrain Park	1,000.00	0.00	1,000.00	1,448.74	0.00	1,448.74	-448.74	144.87
34 - Supplies	6,000.00	0.00	6,000.00	8,412.16	0.00	8,412.16	-2,412.16	140.20
35 - Merchandise	6,000.00	0.00	6,000.00	8,412.16	0.00	8,412.16	-2,412.16	140.20
<b>20 - Rental Shop</b>	<b>51,370.00</b>	<b>0.00</b>	<b>51,370.00</b>	<b>41,891.02</b>	<b>0.00</b>	<b>41,891.02</b>	<b>9,478.98</b>	<b>81.55</b>
01 - Personnel Sv	24,470.00	0.00	24,470.00	20,010.60	0.00	20,010.60	4,459.40	81.78
01 - Full Time	12,470.00	0.00	12,470.00	14,025.60	0.00	14,025.60	-1,555.60	112.47
05 - Part Time	12,000.00	0.00	12,000.00	5,985.00	0.00	5,985.00	6,015.00	49.88
05 - Emp Ben	1,900.00	0.00	1,900.00	1,515.72	0.00	1,515.72	384.28	79.77
01 - FICA	1,900.00	0.00	1,900.00	1,515.72	0.00	1,515.72	384.28	79.77
12 - Dept Spec	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
70 - Rental Shop	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
20 - Repair/Maint	12,000.00	0.00	12,000.00	9,000.00	0.00	9,000.00	3,000.00	75.00
20 - Equipment	12,000.00	0.00	12,000.00	9,000.00	0.00	9,000.00	3,000.00	75.00
35 - Purchases	12,000.00	0.00	12,000.00	11,364.70	0.00	11,364.70	635.30	94.71
30 - SB Rental Eq	12,000.00	0.00	12,000.00	11,364.70	0.00	11,364.70	635.30	94.71
<b>30 - Toboggan N</b>	<b>38,270.00</b>	<b>0.00</b>	<b>38,270.00</b>	<b>46,558.78</b>	<b>0.00</b>	<b>46,558.78</b>	<b>-8,288.78</b>	<b>121.66</b>
01 - Personnel Sv	3,500.00	0.00	3,500.00	1,936.75	0.00	1,936.75	1,563.25	55.34
05 - Part Time	3,500.00	0.00	3,500.00	1,936.75	0.00	1,936.75	1,563.25	55.34
05 - Emp Ben	270.00	0.00	270.00	148.17	0.00	148.17	121.83	54.88
01 - FICA	270.00	0.00	270.00	148.17	0.00	148.17	121.83	54.88
10 - Supplies	2,000.00	0.00	2,000.00	3,728.90	0.00	3,728.90	-1,728.90	186.45
15 - Shop Supp	2,000.00	0.00	2,000.00	3,728.90	0.00	3,728.90	-1,728.90	186.45
12 - Dept Spec	29,000.00	0.00	29,000.00	37,037.43	0.00	37,037.43	-8,037.43	127.72
15 - Marketing	5,000.00	0.00	5,000.00	5,320.27	0.00	5,320.27	-320.27	106.41



**Expense Summary Report**  
Accounts: E 70-01-01-01 - E 71-56-44-13  
July to June

Account	Budget Original	Budget Adjustments	Budget Net	----- C U R R M O N T H -----			Unexpended Balance	Percent Spent
				Debits	Credits	Net		
<b>70 - Snow Bowl CONT'D</b>								
40 - Merchandise	6,000.00	0.00	6,000.00	9,725.50	0.00	9,725.50	-3,725.50	162.09
41 - Rented Equip	12,000.00	0.00	12,000.00	20,441.66	0.00	20,441.66	-8,441.66	170.35
43 - Parking	6,000.00	0.00	6,000.00	1,550.00	0.00	1,550.00	4,450.00	25.83
20 - Repair/Maint	3,500.00	0.00	3,500.00	3,707.53	0.00	3,707.53	-207.53	105.93
78 - Chute Repair	3,500.00	0.00	3,500.00	3,707.53	0.00	3,707.53	-207.53	105.93
<b>35 - Capital Imp.</b>	<b>26,537.00</b>	<b>0.00</b>	<b>26,537.00</b>	<b>49,536.95</b>	<b>0.00</b>	<b>49,536.95</b>	<b>-22,999.95</b>	<b>186.67</b>
36 - Capital	26,537.00	0.00	26,537.00	49,536.95	0.00	49,536.95	-22,999.95	186.67
20 - Equipment	18,939.00	0.00	18,939.00	18,938.80	0.00	18,938.80	0.20	100.00
26 - Compressor	7,598.00	0.00	7,598.00	7,598.15	0.00	7,598.15	-0.15	100.00
28 - Conveyor Rel	0.00	0.00	0.00	23,000.00	0.00	23,000.00	-23,000.00	----
<b>71 - Snow Bowl</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>17,263.25</b>	<b>0.00</b>	<b>17,263.25</b>	<b>82,736.75</b>	<b>17.26</b>
<b>56 - SB Reserve</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>17,263.25</b>	<b>0.00</b>	<b>17,263.25</b>	<b>82,736.75</b>	<b>17.26</b>
44 - Leisure Serv	100,000.00	0.00	100,000.00	17,263.25	0.00	17,263.25	82,736.75	17.26
13 - Snow Bowl	100,000.00	0.00	100,000.00	17,263.25	0.00	17,263.25	82,736.75	17.26
<b>Final Totals</b>	<b>1,228,087.00</b>	<b>0.00</b>	<b>1,228,087.00</b>	<b>1,130,240.01</b>	<b>6,179.19</b>	<b>1,124,060.82</b>	<b>104,026.18</b>	<b>91.53</b>