Town of Lisbon, Maine

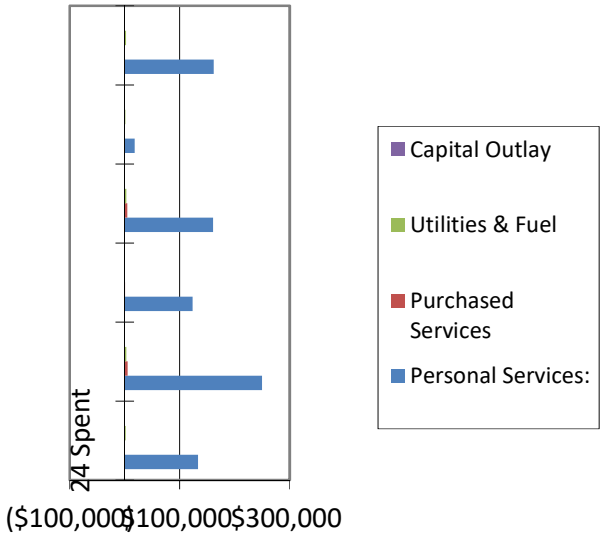
FY2027

Budget: Code Enforcement

Account Number: **12024500**

	FY24 Spent	FY25 Budget	FY25 Spent	FY26 Budget	FY26 Yr to Date Spent	FY2027 Dept Head	FY2027 Manager's Rec	FY2027 Council Rec
Personal Services:	$133,510	$250,190	$123,675	$160,910	$18,487	$162,388	$160,938	
Contractual Services	$0	$5,700	$1,200	$5,000	($61)	$0	$0	
R/M & Operating Supplies	$1,832	$3,100	$459	$3,100	$1,795	$2,700	$1,650	
Capital Outlay	$0	$0	$0	$0	$0	$0	$0	
TOTALS:	**$135,342**	**$258,990**	**$125,334**	**$169,010**	**$20,221**	**$165,088**	**$162,588**	**$0**

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	**$11,855**
Workers Comp	**$2,277**
Health Insurance	**$33,320**
Retirement	**$14,851**
Unemployment	**$310**
Other Insurance	**$869**
# of Full Time Employees	**2.00**
Total Fringe Benefit Impact	$63,483

	FY26 Budget	FY27 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	$160,910	$160,938	$28	0.02%
Purchased Services	$5,000	$0	($5,000)	N/A
Utilities & Fuel	$3,100	$1,650	($1,450)	-46.77%
Capital Outlay	$0	$0	$0	N/A
TOTALS:	**$169,010**	**$162,588**	**($6,422)**	-3.80%

FY2027 Personnel Services

Account Number	Description	FY24 Spent	FY25 Budget	FY25 Spent	FY26 Budget	FY26 Yr to Date Spent	FY2027 Dept Head	FY2027 Mgr's Rec
50102	Department Head Salary	$87,568	$78,250	$82,083	$0	$3,270	$90,494	$90,494
50104	Non-Supervisory Wages	$21,820	$107,624	$13,025	$128,922	$303	$65,039	$65,039
50201	Unemployment	$0	$86	$934	$100	$75	$0	$0
50202	Workers Compenstion Insuranc	$1,949	$1,368	$1,176	$1,725	$863	$0	$0
50210	MePERS	$8,116	$15,918	$8,228	$8,736	$8,402	$0	$0
50220	Health Insurance	$4,263	$25,000	$5,000	$5,000	$4,808	$0	$0
50221	HRA Costs	$0	$0	$0	$0	$0	$0	$0
50230	FICA Employer Share	$8,671	$14,684	$8,652	$10,507	$306	$0	$0
50351	Clothing & Boot Allowance	$0	$0	$0	$0	$0	$0	$0
50352	Cell Phone Allowance	$447	$840	$420	$420	$16	$420	$420
50353	Physicals	$0	$0	$0	$0	$0	$0	$0
50101	Professional Development	$76	$6,000	$3,528	$4,000	$0	$4,000	$3,000
50402	Dues & Memberships	$470	$420	$299	$1,500	$0	$485	$485
50412	Meals and Lodging	$30	$0	$0	$0	$444	$1,950	$1,500
50413	Mileage and Travel Reimburser	$100	$0	$330	$0	$0	$0	$0
50960	Employee Recognition	$0	$0	$0	$0	$0	$0	$0
Totals		$133,510	$250,190	$123,675	$160,910	$18,487	$162,388	$160,938

FY2027 Contractual Services

Account Number	Description	FY24 Spent	FY25 Budget	FY25 Spent	FY26 Budget	FY26 Yr to Date Spent	FY2027 Dept Head	FY2027 Mgr's Rec
50307	Advertising	$0	$0	$0	$0	($61)	$0	$0
50308	Printing	$0	$200	$0	$0	$0	$0	$0
50624	Mapping & Microfilm	$0	$5,500	$1,200	$5,000	$0	$0	$0
Totals		$0	$5,700	$1,200	$5,000	($61)	$0	$0

FY2027 R/M & Operating Supplies

Account Number	Description	FY24 Spent	FY25 Budget	FY25 Spent	FY26 Budget	FY26 Yr to Date Spent	FY2027 Dept Head	FY2027 Mgr's Rec
50301	Office Supplies	$935	$1,500	$347	$1,500	$612	$1,500	$1,250
50302	Operating Supplies	$0	$0	$0	$0	$0	$0	$0
50306	Postage	$169	$200	$0	$200	$0	$200	$200
50331	Small Tools	$0	$0	$0	$0	$0	$0	$0
50376	Oil & Lubrication	$0	$0	$0	$0	$0	$0	$0
50377	Diesel	$0	$0	$0	$0	$0	$0	$0
50378	Tires	$0	$0	$0	$0	$0	$0	$0
50501	Vehicle Repair	$55	$600	$0	$600	$613	$200	$200
50562	Personal Protective Equipment	$0	$0	$0	$0	$0	$0	$0
Totals		$1,832	$3,100	$459	$3,100	$1,795	$2,700	$1,650

Town of Lisbon, Maine

Department Personnel Budget

FY2027

Department: Code Enforcement Office 12024500

Classification	FTE	Annual Total	Requested	Town Manager Recommended	Council Approved	Last Name	First Name	Object
Code Enforcement Officer	1.00	$91,950	$92,304	$92,304		Stambach	Mark	50102
CEO Admin Assist	1.00	$56,562	$56,779	$56,779		Taylor	Christina	50104
Electrical Inspector		$9,560	$9,500	$9,500		Moreau	Jonathan	50104
Total Budgeted Positions	**2.00**	**158,072.46**	**158,583.20**	**158,583.20**	**-**			

Notes:

Administrative Assistant also provides services for Assessing and General Assistance

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Department Head Salary

Department Number: 12045000 Account Number: 50102

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$87,568.00	$78,249.60	$82,083.00	$0.00	$90,147.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$92,303.80	$92,303.80		$92,303.80

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Non-Supervisory Wages

Department Number: 12045000 Account Number: 50104

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$21,820.00	$107,624.40	$13,024.95	$128,921.60	$62,500.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$66,279.40	$66,279.40		($62,642.20)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Unemployment

Department Number: 12045000 Account Number: 50201

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$0.00	$86.40	$934.00	$100.00	

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		($100.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All fringe benefits have been moved into a new Account # 18090000

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Workers Compenstion Insurance

Department Number: 12045000 Account Number: 50202

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$1,949.00	$1,367.84	$1,176.00	$1,725.42	

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		($1,725.42)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All fringe benefits have been moved into a new Account # 18090000

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: MePERS

Department Number: 12045000 Account Number: 50210

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$8,116.00	$15,917.62	$8,228.00	$8,735.50	

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		($8,735.50)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All fringe benefits have been moved into a new Account # 18090000

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Health Insurance

Department Number: 12045000 Account Number: 50220

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$4,263.00	$25,000.00	$5,000.00	$5,000.00	

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		($5,000.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All fringe benefits have been moved into a new Account # 18090000

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: HRA Costs

Department Number: 12045000 Account Number: 50221

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$0.00	$0.00	$0.00	$0.00	

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All fringe benefits have been moved into a new Account # 18090000

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: FICA Employer Share

Department Number: 12045000 Account Number: 50230

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$8,671.00	$14,684.04	$8,652.00	$10,507.11	

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		($10,507.11)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

All fringe benefits have been moved into a new Account # 18090000

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Office Supplies

Department Number: 12045000 Account Number: 50301

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$935.00	$1,500.00	$347.00	$1,500.00	$1,148.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$1,500.00	$1,250.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Funding is requested to support both routine administrative operations and specialized field activities essential to our inspection and enforcement programs.

Office Supplies:
Resources such as paper, tape, staples, pens/pencils, file folders, business cards, binders, and other standard office materials are necessary for daily administrative tasks, record-keeping, and communication. These supplies ensure efficient workflow and proper documentation of departmental activities.

Field Supplies:
Specialized tools—including tape measures, handheld levels, flashlights, clipboards, rulers, and similar equipment—are required to conduct accurate inspections, measurements, and compliance verification in the field. These tools enable staff to perform thorough evaluations and ensure adherence to applicable regulations.

Reference Materials:
Funding is also requested for code books and related reference materials. With the anticipated adoption of the 2027 state code editions, updated code sets will be required to maintain compliance with state regulations. These materials are critical for supporting accurate inspections, plan reviews, and enforcement activities.

Collectively, these resources are essential for maintaining operational effectiveness, ensuring regulatory compliance, and supporting the department’s mission of public safety and quality assurance.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Postage

Department Number: 12045000 Account Number: 50306

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$169.00	$200.00	$0.00	$200.00	$123.08

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$200.00	$200.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Funds are requested for postage and mailing supplies used to send notices of violation and other official correspondence. This includes first-class and certified mail required to provide proper notice, ensure documented delivery, and maintain compliance with due process and record-keeping requirements, as well as routine mailed communications.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Cell Phone Allowance

Department Number: 12045000 Account Number: 50352

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$447.00	$840.00	$420.00	$420.00	$420.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$420.00	$420.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

A stipend of $35 per month is provided to help offset the cost of a work-related mobile phone. The phone is used for official business communications, including coordination with staff, boards, applicants, and the public, and supports timely response to work-related matters.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Professional Development

Department Number: 12045000 Account Number: 50401

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$76.00	$6,000.00	$3,528.00	$4,000.00	$1,720.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$4,000.00	$3,000.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The position requires maintaining 15 professional certifications, each of which mandates ongoing training for recertification. Funding is requested to cover the minimum required training to maintain these certifications, as well as additional advanced trainings that support continued knowledge growth, skill enhancement, and effective performance in code enforcement and inspection duties.

Over the past four years, attendance at professional conferences and trainings was often available at little to no cost due to leadership roles held within relevant professional organizations. Having since transitioned out of these positions, it is anticipated that some or all expenses associated with conference and training attendance will now need to be covered.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Dues & Memberships

Department Number: 12045000 Account Number: 50402

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$470.00	$420.00	$299.00	$1,500.00	$440.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$485.00	$485.00		($1,015.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Funds are requested to support professional memberships and associated dues for key industry organizations, including the **National Fire Protection Association (NFPA)**, **Maine Building Officials and Inspectors Association (MBOIA)**, and **International Association of Plumbing and Mechanical Officials (IAPMO)**. These memberships provide staff with access to current codes, standards, technical resources, and continuing education opportunities that are essential for maintaining professional competency, staying informed of regulatory updates, and ensuring effective code enforcement and inspections.

Additionally, funding is requested for **Certified Fire Inspector (CFI) recertification**, which ensures that personnel remain certified and qualified to perform specialized inspections.

Membership and Dues Summary:

NFPA: $225
MBOIA: $45
IAPMO: $35
CFI Recertification: $180

These investments support staff expertise, regulatory compliance, and the overall quality and safety of inspection and enforcement operations.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Meals and Lodging

Department Number: 12045000 Account Number: 50412

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$30.00	$0.00	$0.00	$0.00	$695.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$1,950.00	$1,500.00		$1,950.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Over the past four years, attendance at professional conferences and trainings was often available at little to no cost due to leadership roles held within relevant professional organizations. Having since transitioned out of these positions, it is anticipated that some or all expenses associated with conference and training attendance will now need to be covered.

Funding is requested to support continued professional development, networking, and the ability to remain current with evolving codes, standards, and industry best practices. Several required or highly relevant trainings offered through **MBOIA**, **IAPMO**, and **NFPA** are held out of town and necessitate overnight travel, including hotel accommodations.

These training opportunities are essential to maintaining professional competency, ensuring accurate code enforcement, and supporting effective inspections and plan review activities

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Mileage and Travel Reimbursement

Department Number: 12045000 Account Number: 50413

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$100.00	$0.00	$330.00	$0.00	$0.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$0.00	$0.00		$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Vehicle Repair

Department Number: 12045000 Account Number: 50501

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$55.00	$600.00	$0.00	$600.00	$610.00

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
	$200.00	$200.00		($400.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

The work vehicle currently has approximately 23,000 miles. Over the past year, tire replacement resulted in a budget overage. For the upcoming year, only routine maintenance, including oil changes and standard service, is anticipated. Funding is requested to cover these routine maintenance costs and ensure continued reliable operation of the vehicle for field inspections and other official duties.

Fiscal Year 2027
Budget Request

March 5, 2026 **Department:** Code Enforcement

Account Title: Commercial Loan

Department Number: _____ Account Number: 50869

FY24 Actual	FY25 Budget	FY25 Actual	FY26 Budget	FY26 Est. Expended
$0.00	$0.00	$0.00	$0.00	

FY27 Budget	Department Request	Town Mgr Recommendation	Council Action	Increase (Decrease)
				$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.