Town of Lisbon

Town Council
Harry Moore, Jr., *Chair*
Ray Robishaw, *Vice Chair*
Normand Albert
Christine Cain
Jo-Jean Keller
Fern Larochelle
Mark Lunt

MEMO

To: Glenn Michalowski, Town Manager / Sarah Bennett, Assistant Town Manager
From: Samantha Bryant, Finance Director
Subject: Requested Budget Changes Following Approval
Date: July 8, 2024

Per Sec 6.05 of the Town Charter ("Amendments After Adoption"):
If during the fiscal year, the Town Manager, in the case of the Town's budget, or the Superintendent of Schools, in the case of the School budget, certifies that there are available for appropriation revenues from state or federal sources or from private gifts or bequests, or from other sources, in excess of those estimated in the budget, the Town Council may make supplemental appropriations for the fiscal year up to the amount of the estimated excess. All supplemental appropriations shall be in the form of an Ordinance and approved in accordance with the provisions of Section 2.08 of this Charter.

Per Town Charter, I would like Town Council to consider an Ordinance to make the following changes listed on the next page. As the net change for the General Fund reduces expenses, funds are already available. For the Sewer, Fund, the net change will be paid out of fund balance.

General Fund

Department	Description	Old Amount	New Amount	Difference	Reason
Buildings	Contracted Services	$0.00	$2,000.00	$2,000.00	Mistakenly omitted
Fire	Non-Supervisory	$206,628.24	$194,758.21	-$11,870.03	Payscale adjustment
Fire	MEPERS	$30,319.76	$28,800.39	-$1,519.37	Payscale adjustment
Fire	FICA	$40,668.11	$39,730.38	-$937.73	Payscale adjustment
Public Works	Department Head	$94,889.60	$86,798.40	-$8,091.20	New hire
Public Works	Administrative	$48,796.80	$49,205.87	$409.07	Payscale correction
Public Works	MEPERS	$78,490.93	$77,884.04	-$525.89	Changes above
Public Works	FICA	$62,634.18	$62,010.63	-$623.55	Changes above
Public Works	Equipment Repair	$10,000.00	$21,600.00	$11,600.00	Diesel pump broke
Insurance	Gen Liability	$8,049.00	$12,265.00	$4,216.00	Renewal after 6/18
Insurance	Vehicles	$28,296.00	$23,422.00	-$4,874.00	Renewal after 6/18
Insurance	Police	$6,081.00	$6,352.00	$271.00	Renewal after 6/18
Insurance	Property Ins.	$44,606.00	$34,093.00	-$10,513.00	Renewal after 6/18
Insurance	Public Officials	$1,816.00	$1,901.00	$85.00	Renewal after 6/18
Insurance	Bonds	$4,375.00	$3,500.00	-$875.00	Renewal after 6/18
Insurance	Critical Incidents	$400.00	$0.00	-$400.00	Renewal after 6/18
Total	Total	$666,050.62	$644,320.92	-$21,648.70	

Sewer Fund

Department	Description	Old Amount	New Amount	Difference	Reason
Sewer	Department Head	$99,632.00	$104,624.00	$4,992.00	Certification payment
Sewer	Supervisory Wages	$61,734.00	$73,354.67	$11,620.67	Certification payment
Sewer	Non-Supervisory	$211,962.40	$221,405.60	$9,443.20	Certification payment
Sewer	MEPERS	$36,959.52	$39,539.04	$2,579.52	Changes above
Sewer	FICA	$29,492.94	$31,551.36	$2,058.42	Changes above
Sewer	Liability Ins	$539.00	$599.00	$60.00	Renewal after 6/18
Sewer	Vehicle Ins	$1,030.00	$1,022.00	-$8.00	Renewal after 6/18
Sewer	Property Ins	$12,146.00	$14,003.00	$1,857.00	Renewal after 6/18
Total	Total	$453,495.86	$486,098.67	$32,602.81	