

**Sec. A-1. Appropriations and allocations.** The following appropriations and allocations are made.

**ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF**

**Administration - Human Resources 0038**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	16.500	22.500	22.500	22.500
Personal Services	\$1,140,879	\$1,778,694	\$1,833,216	\$1,886,151
All Other	\$294,074	\$358,646	\$352,345	\$352,345
<b>GENERAL FUND TOTAL</b>	<b>\$1,434,953</b>	<b>\$2,137,340</b>	<b>\$2,185,561</b>	<b>\$2,238,496</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	2.500	2.500	2.500	2.500
Personal Services	\$192,375	\$200,560	\$198,097	\$205,412
All Other	\$250,283	\$250,283	\$250,283	\$250,283
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$442,658</b>	<b>\$450,843</b>	<b>\$448,380</b>	<b>\$455,695</b>

**Justification:**

The Bureau of Human Resources administers comprehensive human resources and civil service systems in support of State agencies' programs, while ensuring fair and open employment and compensation practices. Major functions of the Bureau includes the administration of the compensation system, monitoring and controlling all transactions that affect payroll and employee status; administration of layoffs; maintenance of official employee records; a system for classification of all positions; recruitment and examination; job referral; employee training and organization development; and insuring that personnel actions, programs, and policies conform to Civil Service law, rules, and policies. In addition to the responsibilities surrounding the administration of the personnel system, the Bureau has other major responsibilities that include the administration of employee relations activities, affirmative action programs, administration and management of the employee health plan, workers' compensation plan administration for Maine State Government, and wellness and safety programs. The Office of Employee Relations represents Maine State Government as employer and is the Governor's representative in collective bargaining. Responsibilities include contract administration, processing of grievances through Arbitration, representing the State in employee legal matters at the Labor Relations Board and in Court. Also included is the administration of the States' Affirmative Action Plan and Equal Employment activities and laws. OER also participates and oversees investigations into allegations of employee misconduct.

**Administration - Human Resources 0038**

Initiative: Transfers one Office Associate I position from the Administration - Human Resources program to the Office of the State Controller and transfers one Office Associate II position from the Office of the State Controller to the Administration - Human Resources program to properly reflect duties performed by these employees.

Ref. #: 62

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$11,187	\$9,291



**Justification:**

The PS Coordinator I, Senior Personnel Analyst position is part of the four-member unit that performs job audits, recruitments, processes FJA's, and administers the Hay System. Reducing this unit would result in increasing the backlog of Appeals (currently 255) and limiting the ability to recruit for essential classifications. This team is required by the Legislature to process FJA's within 90 days. They will continue to meet this metric but other duties will be at risk with a 25% reduction in staff.

**ADMINISTRATION - HUMAN RESOURCES 0038****PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	16.500	22.500	21.500	21.500
Personal Services	\$1,140,879	\$1,778,694	\$1,726,859	\$1,776,094
All Other	\$294,074	\$358,646	\$352,345	\$352,345
<b>GENERAL FUND TOTAL</b>	<b>\$1,434,953</b>	<b>\$2,137,340</b>	<b>\$2,079,204</b>	<b>\$2,128,439</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	2.500	2.500	2.500	2.500
Personal Services	\$192,375	\$200,560	\$239,718	\$247,659
All Other	\$250,283	\$250,283	\$250,283	\$250,283
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$442,658</b>	<b>\$450,843</b>	<b>\$490,001</b>	<b>\$497,942</b>

**Budget - Bureau of the 0055**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	13.000	12.000	12.000	12.000
Personal Services	\$1,092,907	\$1,060,865	\$1,238,596	\$1,258,921
All Other	\$83,486	\$79,612	\$80,946	\$80,946
<b>GENERAL FUND TOTAL</b>	<b>\$1,176,393</b>	<b>\$1,140,477</b>	<b>\$1,319,542</b>	<b>\$1,339,867</b>

**Justification:**

The purpose of the Bureau of the Budget is to provide central budget and position planning and control in support of gubernatorial objectives and legislative intent. This purpose represents a balanced approach for carrying out the initiatives of the Executive Department within the limits of legislative oversight to achieve the most effective outcomes within available budget resources. The Bureau has four primary responsibilities which include the following: budget planning and control, revenue forecasting, position planning and control, organizational and management systems analysis. Biennial budgets are analyzed, planned, controlled and submitted to the Legislature for appropriation or allocation by three line categories: Personal Services, All Other and Capital Expenditures. Approved budgets are controlled on a fiscal year basis by quarterly allotments in accordance with the line category appropriation or allocation with allotment revisions by budget order or financial order. Revenue forecasting is carried out through the State Budget Officer and as a result of analysis from budget staff. The position control unit consists of two individuals responsible for reviewing and implementing all position actions for all of State Government (approximately 14,000 positions). Positions are controlled according to legislatively authorized head count and limitations on the use of salary savings during a fiscal year.

**Budget - Bureau of the 0055**

Initiative: Adjusts funding for information technology services provided to agency employees based on fiscal years 2009-10 and 2010-11 Office of Information Technology monthly rates. Services include all employee-related services such as subscription services, e-mail, file services, desktop and laptop support and network and telephone services including wireless technology.

Ref. #: 75

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$7,477	\$7,477
<b>GENERAL FUND TOTAL</b>	<b>\$7,477</b>	<b>\$7,477</b>

**Justification:**

The Bureau of the Budget requires additional funding to pay for technology related services provided by the Office of information Services based on new technology rates developed for fiscal years 2009-10 and 2010-2011.

**Budget - Bureau of the 0055**

Initiative: Reduces funding by not filling one vacant Public Service Coordinator II position.

Ref. #: 76

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	(\$117,791)	(\$119,735)
<b>GENERAL FUND TOTAL</b>	<b>(\$117,791)</b>	<b>(\$119,735)</b>

**Justification:**

Holding a Public Service Coordinator II position open through the biennium will result in staff having to maintain high work loads. The bureau has not worked through a biennial budget with this small an analytic staff before. This places a particular burden on the office's Deputy Director. Not filling the position also obviates our attempt at creating a career ladder within the bureau that we were working toward, in order to foster professional development, improve employee satisfaction, boost consistency in staffing and lowered attrition.

**BUDGET - BUREAU OF THE 0055  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	13.000	12.000	12.000	12.000
Personal Services	\$1,092,907	\$1,060,865	\$1,120,805	\$1,139,186
All Other	\$83,486	\$79,612	\$88,423	\$88,423
<b>GENERAL FUND TOTAL</b>	<b>\$1,176,393</b>	<b>\$1,140,477</b>	<b>\$1,209,228</b>	<b>\$1,227,609</b>

**Buildings and Grounds Operations 0080**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	105.000	102.000	102.000	102.000
Personal Services	\$5,311,470	\$5,295,527	\$5,656,970	\$5,815,234
All Other	\$8,390,135	\$9,212,659	\$7,269,233	\$7,269,233
<b>GENERAL FUND TOTAL</b>	<b>\$13,701,605</b>	<b>\$14,508,186</b>	<b>\$12,926,203</b>	<b>\$13,084,467</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$474,400	\$464,400	\$464,400	\$464,400
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$474,400</b>	<b>\$464,400</b>	<b>\$464,400</b>	<b>\$464,400</b>

  

<b>REAL PROPERTY LEASE INTERNAL SERVICE FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	3.000	3.000	3.000	3.000
Personal Services	\$258,731	\$269,710	\$270,916	\$277,722
All Other	\$23,134,187	\$24,264,995	\$23,611,933	\$23,611,933
<b>REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL</b>	<b>\$23,392,918</b>	<b>\$24,534,705</b>	<b>\$23,882,849</b>	<b>\$23,889,655</b>

**Justification:**

The Buildings and Grounds Program cleans, supervises, controls, and maintains land and buildings in the State Capitol Complex, which currently includes seventy-three buildings, the Hallowell Annex, all buildings on the AMHI Complex, the Public Safety Complex, the Division of Motor Vehicle Building, and the Maine Criminal Justice Academy facility. The Capitol Complex and East Campus houses approximately 1,688,000 square feet, 128 acres of manicured grounds, access roads, and parking areas. The Hallowell Annex and Maine Criminal Justice Academy at Oak Grove comprises an additional 625 acres of grounds, parking and limited access roads. This Program also manages the recycling program for these buildings.

**Buildings and Grounds Operations 0080**

Initiative: Provides funding for current contractual lease agreements for state leased space.

Ref. #: 109

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>REAL PROPERTY LEASE INTERNAL SERVICE FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,487,649	\$1,984,670
<b>REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL</b>	<b>\$1,487,649</b>	<b>\$1,984,670</b>



**BUILDINGS AND GROUNDS OPERATIONS 0080  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	105.000	102.000	102.000	102.000
Personal Services	\$5,311,470	\$5,295,527	\$5,656,970	\$5,815,234
All Other	\$8,390,135	\$9,212,659	\$7,240,537	\$7,240,537
<b>GENERAL FUND TOTAL</b>	<b>\$13,701,605</b>	<b>\$14,508,186</b>	<b>\$12,897,507</b>	<b>\$13,055,771</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$474,400	\$464,400	\$464,400	\$464,400
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$474,400</b>	<b>\$464,400</b>	<b>\$464,400</b>	<b>\$464,400</b>
<b>REAL PROPERTY LEASE INTERNAL SERVICE FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	3.000	3.000	3.000	3.000
Personal Services	\$258,731	\$269,710	\$270,916	\$277,722
All Other	\$23,134,187	\$24,264,995	\$25,099,582	\$25,596,603
<b>REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL</b>	<b>\$23,392,918</b>	<b>\$24,534,705</b>	<b>\$25,370,498</b>	<b>\$25,874,325</b>



**Bureau of General Services - Capital Construction and Improvement Reserve Fund 0883**

Initiative: BASELINE BUDGET

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$40,000	\$40,000	\$40,000	\$40,000
Capital Expenditures	\$5,000,000	\$5,000,000	\$0	\$0
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$5,040,000</b>	<b>\$5,040,000</b>	<b>\$40,000</b>	<b>\$40,000</b>

**Justification:**

The purpose of the fund is to maintain control and accountability over the receipt and expenditure of funds earmarked for major capital improvements, repairs, and renovation of state government owned facilities to include the cost of planning for these projects.

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**Bureau of General Services - Capital Construction and Improvement Reserve Fund 0883**

Initiative: Reduces funding for several accounts in the Bureau of General Services - Capital Construction and Improvement Reserve Fund program within the Bureau of General Services to stay within available resources.

Ref. #: 205

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	(\$25,000)	(\$25,000)
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>(\$25,000)</b>	<b>(\$25,000)</b>

**Justification:**

The Bureau of General Services has several accounts within the Capital Construction & Improvement Reserve Fund program that are inactive since funding is no longer available. This initiative reduces the allocation to the program for these accounts.

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**BUREAU OF GENERAL SERVICES - CAPITAL CONSTRUCTION AND IMPROVEMENT RESERVE FUND 0883  
PROGRAM SUMMARY**

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$40,000	\$40,000	\$15,000	\$15,000
Capital Expenditures	\$5,000,000	\$5,000,000	\$0	\$0
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$5,040,000</b>	<b>\$5,040,000</b>	<b>\$15,000</b>	<b>\$15,000</b>

**Capital Construction/Repairs/Improvements - Administration 0059**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$95,000	\$77,429	\$94,405	\$94,405
<b>GENERAL FUND TOTAL</b>	<b>\$95,000</b>	<b>\$77,429</b>	<b>\$94,405</b>	<b>\$94,405</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,177,974	\$948,359	\$1,177,974	\$1,177,974
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$1,177,974</b>	<b>\$948,359</b>	<b>\$1,177,974</b>	<b>\$1,177,974</b>

**Justification:**

The Capital Construction/Repairs/Improvements Account is used to maintain and upgrade various buildings and systems within State of Maine facilities. The capital improvements and repair program concentrates its efforts on conditions of high priority to meet codes, accessibility issues, and other life/safety issues.

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**CAPITAL CONSTRUCTION/REPAIRS/IMPROVEMENTS - ADMINISTRATION 0059  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$95,000	\$77,429	\$94,405	\$94,405
<b>GENERAL FUND TOTAL</b>	<b>\$95,000</b>	<b>\$77,429</b>	<b>\$94,405</b>	<b>\$94,405</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,177,974	\$948,359	\$1,177,974	\$1,177,974
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$1,177,974</b>	<b>\$948,359</b>	<b>\$1,177,974</b>	<b>\$1,177,974</b>

**Central Fleet Management 0703**

Initiative: BASELINE BUDGET

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>CENTRAL MOTOR POOL</b>				
POSITIONS - LEGISLATIVE COUNT	15.000	15.000	15.000	15.000
Personal Services	\$861,178	\$887,829	\$933,189	\$959,530
All Other	\$6,015,188	\$6,095,627	\$6,095,627	\$6,095,627
<b>CENTRAL MOTOR POOL TOTAL</b>	<b>\$6,876,366</b>	<b>\$6,983,456</b>	<b>\$7,028,816</b>	<b>\$7,055,157</b>

**Justification:**

Central Fleet Management (CFM) was established in 1991 to centrally procure, distribute, and dispose of passenger and light truck vehicles. These vehicles are available for employees on official state business. CFM provides long term transportation with a vehicle lease program and short term transportation with a daily rental program. CFM handles many aspects of vehicle services including writing vehicle specifications, ordering vehicles, providing drivers with maintenance schedules, service assistance, fueling resources, insurance protection, and accident information processing. CFM pays for these normal expenses associated with the vehicles and charges regularly scheduled fees to cover the services provided. Detailed usage data and cost analysis are maintained, particularly as they pertain to energy consumption and efficiency.

**Central Fleet Management 0703**

Initiative: Reorganizes one Auto Mechanic I position to a Fleet Support Specialist position as approved by the Bureau of Human Resources.

Ref. #: 168

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

	<b>2009-10</b>	<b>2010-11</b>
<b>CENTRAL MOTOR POOL</b>		
Personal Services	\$2,472	\$2,664
<b>CENTRAL MOTOR POOL TOTAL</b>	<b>\$2,472</b>	<b>\$2,664</b>

**Justification:**

A reorganization of an Auto Mechanic I position to a Fleet Support Specialist position will provide for easier recruitment. This is a continuation of an LD 45 initiative.

**CENTRAL FLEET MANAGEMENT 0703  
PROGRAM SUMMARY**

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>CENTRAL MOTOR POOL</b>				
POSITIONS - LEGISLATIVE COUNT	15.000	15.000	15.000	15.000
Personal Services	\$861,178	\$887,829	\$935,661	\$962,194
All Other	\$6,015,188	\$6,095,627	\$6,095,627	\$6,095,627
<b>CENTRAL MOTOR POOL TOTAL</b>	<b>\$6,876,366</b>	<b>\$6,983,456</b>	<b>\$7,031,288</b>	<b>\$7,057,821</b>

**Central Services - Purchases 0004**

Initiative: BASELINE BUDGET

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>POSTAL, PRINTING AND SUPPLY FUND</b>				
POSITIONS - LEGISLATIVE COUNT	53.000	40.000	40.000	40.000
POSITIONS - FTE COUNT	0.375	0.375	0.375	0.375
Personal Services	\$2,796,201	\$2,329,229	\$2,301,982	\$2,386,969
All Other	\$1,579,933	\$1,454,560	\$1,388,858	\$1,388,858
<b>POSTAL, PRINTING AND SUPPLY FUND TOTAL</b>	<b>\$4,376,134</b>	<b>\$3,783,789</b>	<b>\$3,690,840</b>	<b>\$3,775,827</b>

**Justification:**

Central Services is responsible for managing central services in the areas of Postal Services, Central Warehouse and Surplus Property. State Postal Center provides a wide range of mail services for State agencies, including interoffice mail. Mail is collected, distributed and processed daily using the latest automated equipment. The Postal Center offers a variety of vendors (USPS, FED-X, UPS) giving customers multiple speed and cost options. The Postal Center presorts and bar codes mail which enables it to receive discounted rates from the United States Postal Service. Multiple means of inserting integrity is available, including full file audit processing. Central Warehouse provides storeroom services for the storage and distribution of supplies, materials and equipment to State government agencies, political subdivisions, and school administrative units throughout the State of Maine. Products available include general office supplies, paper products, telecommunications equipment and custodial supplies. Surplus Property provides various mechanisms for the disposition of state surplus materials and equipment that are no longer needed by the state department that purchased them. This includes daily sales, property offered for bid, public sales and public auctions. In addition, federal surplus property is obtained for donation to qualifying state, public or non-profit organizations throughout Maine.

**Central Services - Purchases 0004**

Initiative: Provides funding for equipment rental associated with the consolidation of state postal operations.

Ref. #: 28

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

	<b>2009-10</b>	<b>2010-11</b>
<b>POSTAL, PRINTING AND SUPPLY FUND</b>		
All Other	\$120,619	\$108,635
<b>POSTAL, PRINTING AND SUPPLY FUND TOTAL</b>	<b>\$120,619</b>	<b>\$108,635</b>

**Justification:**

Provides additional allocation for two postal inserters at the consolidated postal operation center primarily used by DHHS. This is a continuation of an LD 45 initiative.

**CENTRAL SERVICES - PURCHASES 0004  
PROGRAM SUMMARY**

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>POSTAL, PRINTING AND SUPPLY FUND</b>				
POSITIONS - LEGISLATIVE COUNT	53.000	40.000	40.000	40.000
POSITIONS - FTE COUNT	0.375	0.375	0.375	0.375
Personal Services	\$2,796,201	\$2,329,229	\$2,301,982	\$2,386,969
All Other	\$1,579,933	\$1,454,560	\$1,509,477	\$1,497,493
<b>POSTAL, PRINTING AND SUPPLY FUND TOTAL</b>	<b>\$4,376,134</b>	<b>\$3,783,789</b>	<b>\$3,811,459</b>	<b>\$3,884,462</b>

**Debt Service - Government Facilities Authority 0893**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$18,353,890	\$19,467,124	\$19,745,063	\$19,745,063
<b>GENERAL FUND TOTAL</b>	<b>\$18,353,890</b>	<b>\$19,467,124</b>	<b>\$19,745,063</b>	<b>\$19,745,063</b>

**Justification:**

Provides the means to assist Maine State Government in financing the construction and equipping of facilities by providing access to the tax-exempt bond market. This fund account pays the associated debt service costs for securities issued by this program.

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**DEBT SERVICE - GOVERNMENT FACILITIES AUTHORITY 0893  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$18,353,890	\$19,467,124	\$19,745,063	\$19,745,063
<b>GENERAL FUND TOTAL</b>	<b>\$18,353,890</b>	<b>\$19,467,124</b>	<b>\$19,745,063</b>	<b>\$19,745,063</b>

**Departments and Agencies - Statewide 0016**

Initiative: Reduces funding to reflect projected savings to the State from an increase in the attrition rate from 1.6% to 5% for fiscal years 2009-10 and 2010-11.

Ref. #: 48

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	(\$10,056,835)	(\$9,954,182)
<b>GENERAL FUND TOTAL</b>	<b>(\$10,056,835)</b>	<b>(\$9,954,182)</b>

**Justification:**

The personnel turnover rate in State government has been higher than the 1.6% budgeted savings rate for attrition. The proposed increase in the attrition rate from 1.6% to 5% is projected to generate additional Personal Services savings to the General Fund and Highway Fund accounts in fiscal years 2009-10 and 2010-2011.

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**Departments and Agencies - Statewide 0016**

Initiative: Reduces funding to reflect savings to the State for the cost of health insurance through a change in the portion of the employee health insurance premium that is paid by the State.

Ref. #: 50

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	(\$424,165)	(\$449,615)
<b>GENERAL FUND TOTAL</b>	<b>(\$424,165)</b>	<b>(\$449,615)</b>

**Justification:**

This initiative recognizes projected savings in health insurance from the language proposed in Part GG which changes the portion of the employee health insurance premium that is paid by the State. Historically, the State has contributed 100% of the premium cost for each employee. This contribution will be reduced for employees earning over \$50,000 annually, declining to 95% for employees earning between \$50,000 and \$90,000 yearly, and to 90% for employees earning \$90,000 or more each year.

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**Departments and Agencies - Statewide 0016**

Initiative: Reduces funding from departments and agencies statewide from projected savings in Personal Services achieved through the retirement incentive program.

Ref. #: 49

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	(\$2,388,887)	(\$2,866,664)
<b>GENERAL FUND TOTAL</b>	<b>(\$2,388,887)</b>	<b>(\$2,866,664)</b>

**Justification:**

Language in Part Y of this Act authorizes the Commissioner of Administrative and Financial Services to implement a new employee retirement incentive program. This initiative recognizes the projected savings in Personal Services from departments and agencies statewide.

---

**Departments and Agencies - Statewide 0016**

Initiative: Reduces funding for the purchase of supplies as a result of improvements in contracting with vendors and the use of procurement cards.

Ref. #: 51

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**GENERAL FUND**

	<b>2009-10</b>	<b>2010-11</b>
All Other	(\$352,915)	(\$366,761)
<b>GENERAL FUND TOTAL</b>	<b>(\$352,915)</b>	<b>(\$366,761)</b>

**Justification:**

The Bureau of Purchases within the Department of Administrative and Financial Services projects that savings can be achieved in central services provided to departments and agencies statewide as a result of improvements in contracting with vendors and the use of procurement cards.

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**DEPARTMENTS AND AGENCIES - STATEWIDE 0016**

**PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$0	\$0	(\$12,869,887)	(\$13,270,461)
All Other	\$0	\$0	(\$352,915)	(\$366,761)
<b>GENERAL FUND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$13,222,802)</b>	<b>(\$13,637,222)</b>



**Executive Branch Departments and Independent Agencies - Statewide 0017**

Initiative: Reduces funding to recognize savings resulting from efficiencies gained by the consolidation of funding and resource management of information technology and services.

Ref. #: 53

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Unallocated	(\$2,189,350)	(\$2,189,350)
<b>GENERAL FUND TOTAL</b>	<b>(\$2,189,350)</b>	<b>(\$2,189,350)</b>

**Justification:**

The Office of Information Technology within the Department of Administrative and Financial Services projects savings from efficiencies gained through the consolidation of funding and resource management of information technology and services.

---

**Executive Branch Departments and Independent Agencies - Statewide 0017**

Initiative: Reduces funding to reflect savings from not granting a 4% salary increase effective January 1, 2009 to unclassified employees whose salaries are subject to the Governor's adjustment or approval.

Ref. #: 54

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	(\$671,625)	(\$671,625)
<b>GENERAL FUND TOTAL</b>	<b>(\$671,625)</b>	<b>(\$671,625)</b>

**Justification:**

The decision by the Administration of not granting a 4% salary increase effective January 1, 2009 to unclassified employees whose salaries are subject to the Governor's adjustment or approval will also achieve salary savings in fiscal years 2009-10 and 2010-11.

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**EXECUTIVE BRANCH DEPARTMENTS AND INDEPENDENT AGENCIES - STATEWIDE 0017**  
**PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$0	\$0	(\$671,625)	(\$671,625)
Unallocated	\$0	\$0	(\$2,189,350)	(\$2,189,350)
<b>GENERAL FUND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$2,860,975)</b>	<b>(\$2,860,975)</b>

**Financial and Personnel Services - Division of 0713**

Initiative: BASELINE BUDGET

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>FEDERAL EXPENDITURES FUND</b>				
All Other	\$497,302	\$497,302	\$497,302	\$497,302
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$497,302</b>	<b>\$497,302</b>	<b>\$497,302</b>	<b>\$497,302</b>
	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>				
All Other	\$30,000	\$30,000	\$30,000	\$30,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>FINANCIAL AND PERSONNEL SERVICES FUND</b>				
POSITIONS - LEGISLATIVE COUNT	300.000	306.000	306.500	306.500
Personal Services	\$19,235,413	\$20,468,447	\$21,227,079	\$21,879,099
All Other	\$2,044,441	\$2,026,545	\$2,026,545	\$2,026,545
<b>FINANCIAL AND PERSONNEL SERVICES FUND TOTAL</b>	<b>\$21,279,854</b>	<b>\$22,494,992</b>	<b>\$23,253,624</b>	<b>\$23,905,644</b>

**Justification:**

The primary mission of the Division of Financial and Personnel Services is to provide fiscal and human resources management services in support of Bureau and Departmental operations and programs. Public Laws of 2005, Chapter 12, authorized the Commissioner to review the current organization structure of payroll, personnel and accounting units to improve organizational efficiency and cost-effectiveness. Six service centers were created to provide personnel administration, employee relations, general administration and budget management to departments and agencies of state government. The Division furnishes all departments and bureaus with (a) consistent and uniform application of statewide budgetary policy; (b) application of generally accepted accounting and financial practices; the implementation and uniform application of collective bargaining agreements; c) human resources and payroll administration; and d) department billing services so that each line bureau within the Department may achieve it's desired program goals and objectives, and remain in compliance with all laws and available budgetary resources.

**Financial and Personnel Services - Division of 0713**

Initiative: Provides funding for rent and STA-CAP costs for the Security and Employment Service Center.

Ref. #: 180

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

	<b>2009-10</b>	<b>2010-11</b>
<b>FINANCIAL AND PERSONNEL SERVICES FUND</b>		
All Other	\$65,000	\$65,000
<b>FINANCIAL AND PERSONNEL SERVICES FUND TOTAL</b>	<b>\$65,000</b>	<b>\$65,000</b>





**FINANCIAL AND PERSONNEL SERVICES - DIVISION OF 0713  
PROGRAM SUMMARY**

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>FEDERAL EXPENDITURES FUND</b>				
All Other	\$497,302	\$497,302	\$497,302	\$497,302
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$497,302</b>	<b>\$497,302</b>	<b>\$497,302</b>	<b>\$497,302</b>
	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>				
All Other	\$30,000	\$30,000	\$30,000	\$30,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>FINANCIAL AND PERSONNEL SERVICES FUND</b>				
POSITIONS - LEGISLATIVE COUNT	300.000	306.000	302.500	302.500
Personal Services	\$19,235,413	\$20,468,447	\$20,953,601	\$21,598,582
All Other	\$2,044,441	\$2,026,545	\$1,942,812	\$1,942,812
<b>FINANCIAL AND PERSONNEL SERVICES FUND TOTAL</b>	<b>\$21,279,854</b>	<b>\$22,494,992</b>	<b>\$22,896,413</b>	<b>\$23,541,394</b>

**Fund for Efficient Delivery of Local and Regional Services - Administration Z047**

Initiative: BASELINE BUDGET

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$500,000	\$500,000	\$500,000	\$500,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>

**Justification:**

The purpose of the Fund for the Efficient Delivery of Local and Regional Services within the Department of Administrative and Financial Services is to award planning and cooperative services grants to foster the efficient delivery of local and regional services in an effort to reduce the demand for property tax revenues.

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**Fund for Efficient Delivery of Local and Regional Services - Administration Z047**

Initiative: Provides funding so cooperative services grants can be awarded by the Commissioner of Administrative and Financial Services in accordance with the Maine Revised Statutes, Title 30-A, chapter 115 to those municipalities that enter into an agreement for municipal service administration.

Ref. #: 240

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$0	\$500,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$0</b>	<b>\$500,000</b>

**Justification:**

The Fund for the Efficient Delivery of Local and Regional Administration Services requires an additional allocation in fiscal year 2010-11 so cooperative services grants can be awarded by the Commissioner of Administrative and Financial Services in accordance with Maine Revised Statutes, Title 30-A, chapter 116.

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**FUND FOR EFFICIENT DELIVERY OF LOCAL AND REGIONAL SERVICES - ADMINISTRATION Z047  
PROGRAM SUMMARY**

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$500,000	\$500,000	\$500,000	\$1,000,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$1,000,000</b>

**Information Services 0155**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,825,811	\$591,053	\$783,338	\$783,338
<b>GENERAL FUND TOTAL</b>	<b>\$1,825,811</b>	<b>\$591,053</b>	<b>\$783,338</b>	<b>\$783,338</b>

  

<b>OFFICE OF INFORMATION SERVICES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	491.500	505.500	506.500	506.500
Personal Services	\$40,980,687	\$44,587,939	\$46,125,780	\$46,567,972
All Other	\$16,762,839	\$16,762,880	\$16,762,880	\$16,762,880
<b>OFFICE OF INFORMATION SERVICES FUND TOTAL</b>	<b>\$57,743,526</b>	<b>\$61,350,819</b>	<b>\$62,888,660</b>	<b>\$63,330,852</b>

**Justification:**

The Office of Information Technology (OIT) supports state government, providing several services directly to agencies; project management, performance management, eGov services, policy development, procurement review, accessibility, strategic planning and consulting services. From an enterprise perspective, OIT provides IT security for the State of Maine, support for enterprise applications, geographic information systems, production services, local and wide area network services, desktop support, document management, facility engineering, E-911, business continuity, application hosting, and communication systems to include voice, data, and video. The Chief Information Officer (CIO) is actively involved in initiatives that promote sharing resources and partnerships among agencies, encourage the wise use of technology in all business processes, and improve information sharing and collaboration by providing state of the art tools for state workers. The CIO evaluates new system requests to ensure that they are aligned with agency strategic plans and provide a reasonable return on investment for Maine State Government. The CIO chairs the IT Executive Committee which provides executive leadership for agencies, and for state government as a whole, to ensure that its business needs and priorities are identified and supported.

**Information Services 0155**

Initiative: Adjusts funding for the same level of information technology agency program and application support services at the fiscal year 2009-10 and 2010-11 Office of Information Technology rates for direct-billed resources (staffing) based on collective bargaining agreements.

Ref. #: 117

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$192,152	\$192,152
<b>GENERAL FUND TOTAL</b>	<b>\$192,152</b>	<b>\$192,152</b>

**Justification:**

This initiative recognizes increased personal services costs of directly assigned information technology staff related to collective bargaining agreements.

**Information Services 0155**

Initiative: Adjusts funding for the same level of information technology agency program and application support services at the fiscal years 2009-10 and 2010-11 Office of Information Technology rates for application services including server support, storage and shared platforms.

Ref. #: 123

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$787,183	\$787,183
<b>GENERAL FUND TOTAL</b>	<b>\$787,183</b>	<b>\$787,183</b>

**Justification:**

Additional funding is required to pay technology related services based on new technology rates developed for fiscal years 2009-10 and 2010-11. Oracle licensing costs and data storage for the statewide Administration System comprise the majority of the increase.

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**Information Services 0155**

Initiative: Adjusts funding for new information technology system development and support.

Ref. #: 121

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,971,870	\$2,595,159
<b>GENERAL FUND TOTAL</b>	<b>\$1,971,870</b>	<b>\$2,595,159</b>

**Justification:**

This represents increased costs of support for the Advantage and related systems, including increases in licensing costs, maintenance contracts, contracted support and support of HR components to maintain payroll and other functions.

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**Information Services 0155**

Initiative: Adjusts funding for debt service for approved development projects.

Ref. #: 124

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$0	(\$3,717,207)
<b>GENERAL FUND TOTAL</b>	<b>\$0</b>	<b>(\$3,717,207)</b>

**Justification:**

Funding to meet the debt service costs on existing issues for the Advantage system and related projects will have been met through fiscal year 2009-10. This initiative reduces the funding for debt service that will not be required for this purpose in fiscal year 2010-11.





**Justification:**

This position is required to continue the work on the ConnectME Authority which was established in Public Law 2005, chapter 665, section 9203, one vacant Management Analyst II position is eliminated to provide the offsetting headcount. The sunset provision was removed from the Authority, continuing the need for the Executive Director position.

**Information Services 0155**

Initiative: Transfers funding for the budget, accounting and human resource systems and related applications to the Information Services program.

Ref. #: 129

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**GENERAL FUND**

All Other

**2009-10**

**2010-11**

\$7,409,169

\$7,408,791

GENERAL FUND TOTAL

\$7,409,169

\$7,408,791

**Justification:**

Transfers funds for the budget, accounting and human resource systems and related applications to the Information Services account as part of the consolidation of information technology functions as referenced in the language Part in this bill.

**INFORMATION SERVICES 0155**

**PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,825,811	\$591,053	\$10,951,427	\$7,859,701
<b>GENERAL FUND TOTAL</b>	<b>\$1,825,811</b>	<b>\$591,053</b>	<b>\$10,951,427</b>	<b>\$7,859,701</b>

  

<b>OFFICE OF INFORMATION SERVICES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	491.500	505.500	503.500	503.500
Personal Services	\$40,980,687	\$44,587,939	\$46,052,266	\$46,487,482
All Other	\$16,762,839	\$16,762,880	\$16,762,907	\$16,762,908
<b>OFFICE OF INFORMATION SERVICES FUND TOTAL</b>	<b>\$57,743,526</b>	<b>\$61,350,819</b>	<b>\$62,815,173</b>	<b>\$63,250,390</b>

**Office of the Commissioner - Administrative and Financial Services 0718**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	4,000	4,000	4,000	4,000
Personal Services	\$399,340	\$452,213	\$455,871	\$466,885
All Other	\$21,416	\$170,817	\$21,068	\$21,068
<b>GENERAL FUND TOTAL</b>	<b>\$420,756</b>	<b>\$623,030</b>	<b>\$476,939</b>	<b>\$487,953</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$5,000	\$5,000	\$5,000	\$5,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>

**Justification:**

The Office of the Commissioner seeks to continually improve the quality of services provided by the Department by encouraging team-oriented leadership and stressing a customer service environment. The Office strives to 1) oversee the administration of the Department and its services; 2) protect the State's credit and coordinate the financial aspect of the State's missions and obligations to the public; 3) coordinate the services and support to other agencies of State Government; 4) coordinate the policies, contracts and regulations relating to the employment of State personnel; and 5) develop and recommend to the Governor policies and positions that will maintain achievable and appropriate State services.

**OFFICE OF THE COMMISSIONER - ADMINISTRATIVE AND FINANCIAL SERVICES 0718****PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	4,000	4,000	4,000	4,000
Personal Services	\$399,340	\$452,213	\$455,871	\$466,885
All Other	\$21,416	\$170,817	\$21,068	\$21,068
<b>GENERAL FUND TOTAL</b>	<b>\$420,756</b>	<b>\$623,030</b>	<b>\$476,939</b>	<b>\$487,953</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$5,000	\$5,000	\$5,000	\$5,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>



OTHER SPECIAL REVENUE FUNDS TOTAL

(\$48,172)

(\$48,172)

**Justification:**

The Energy Conservation -Stripper Well account is inactive since funding is no longer available in this account.

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**PUBLIC IMPROVEMENTS - PLANNING/CONSTRUCTION - ADMINISTRATION 0057  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$1,013,193	\$1,059,934	\$1,127,864	\$1,153,836
All Other	\$166,562	\$162,945	\$139,204	\$139,204
<b>GENERAL FUND TOTAL</b>	<b>\$1,179,755</b>	<b>\$1,222,879</b>	<b>\$1,267,068</b>	<b>\$1,293,040</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$49,172	\$49,172	\$1,000	\$1,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$49,172</b>	<b>\$49,172</b>	<b>\$1,000</b>	<b>\$1,000</b>

**Purchases - Division of 0007**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	4.000	4.000
Personal Services	\$295,598	\$301,836	\$321,602	\$326,949
All Other	\$84,333	\$82,979	\$83,619	\$83,619
<b>GENERAL FUND TOTAL</b>	<b>\$379,931</b>	<b>\$384,815</b>	<b>\$405,221</b>	<b>\$410,568</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$4,000	\$4,000	\$4,000	\$4,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>

**Justification:**

The Division of Purchases' primary function is to procure materials, supplies, equipment and services that represent the best value to the State of Maine. The Division has responsibility under law (5 M.R.S.A. §1811) to make purchases on behalf of all departments and agencies of State Government. We are also authorized to extend to political subdivisions and/or school administrative units the privilege of purchasing from our established contracts. The Division of Purchases' policy is to provide for open and competitive bidding in the procurement of goods and services to the greatest extent possible. Commodity purchases are competitively bid by the Division's Buyers through our electronic procurement system, Vendor Self Service (VSS). Professional services are competitively bid by contracting agencies through a Request for Proposals (RFP) process conducted under the Division of Purchases' rules. All state agency contracts for services are subject to the Division's review and approval. Contracts valued at \$1,000,000 or more also need review and approval by the State Purchases Review Committee.

**Purchases - Division of 0007**

Initiative: Establishes 3 Public Service Manager I positions and provides funding for related All Other costs to implement the recommendations of a recent 3rd-party analysis of the Division of Purchases.

Ref. #: 34

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	3.000	3.000
Personal Services	\$235,902	\$249,748
All Other	\$117,013	\$117,013
<b>GENERAL FUND TOTAL</b>	<b>\$352,915</b>	<b>\$366,761</b>

**Justification:**

Establishes 2 Public Service Manager I positions at range 24 and one Public Service Manager I position at range 27. These positions are intended to create the capacity at the Division of Purchases to begin implementing the recommendations of a recent third party analysis and report of the division's functions to reduce the overall costs of operating State Government by lowering the cost of the goods and services it purchases.

**Purchases - Division of 0007**

Initiative: Adjusts funding between the Public Improvements - Planning and Construction - Administration program, the Building and Grounds Operations program and the Purchases - Division of program to properly align funding for legal services provided by the Attorney General's office.

Ref. #: 35

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$49,613	\$49,613
<b>GENERAL FUND TOTAL</b>	<b>\$49,613</b>	<b>\$49,613</b>

**Justification:**

Legal services provided by Attorney General's Office are currently paid by the General Fund, Planning & Construction account, however, services are primarily utilized by the General Fund, Division of Purchases and General Fund Building Operations accounts. This initiative simply adjusts the funding to the correct accounts.

**PURCHASES - DIVISION OF 0007**

**PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	7.000	7.000
Personal Services	\$295,598	\$301,836	\$557,504	\$576,697
All Other	\$84,333	\$82,979	\$250,245	\$250,245
<b>GENERAL FUND TOTAL</b>	<b>\$379,931</b>	<b>\$384,815</b>	<b>\$807,749</b>	<b>\$826,942</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$4,000	\$4,000	\$4,000	\$4,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>

**Risk Management - Claims 0008**

Initiative: BASELINE BUDGET

<b>RISK MANAGEMENT FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	5.000	5.000
Personal Services	\$370,986	\$380,728	\$408,889	\$419,278
All Other	\$3,515,976	\$3,515,976	\$3,515,976	\$3,515,976
<b>RISK MANAGEMENT FUND TOTAL</b>	<b>\$3,886,962</b>	<b>\$3,896,704</b>	<b>\$3,924,865</b>	<b>\$3,935,254</b>

  

<b>STATE-ADMINISTERED FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$2,043,128	\$2,043,128	\$2,043,128	\$2,043,128
<b>STATE-ADMINISTERED FUND TOTAL</b>	<b>\$2,043,128</b>	<b>\$2,043,128</b>	<b>\$2,043,128</b>	<b>\$2,043,128</b>

**Justification:**

Establish and provide an effective and efficient operation for the provision of insurance advice and services for the State.

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**Risk Management - Claims 0008**

Initiative: Provides funding to reflect actual expenditures relating to risk management operations.

Ref. #: 44

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>RISK MANAGEMENT FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$20,012	\$20,012
<b>RISK MANAGEMENT FUND TOTAL</b>	<b>\$20,012</b>	<b>\$20,012</b>

**Justification:**

Provides additional allocation needed to support expenditures based on actual FY08 and anticipated FY10 and FY11 needs.



**RISK MANAGEMENT - CLAIMS 0008  
PROGRAM SUMMARY**

<b>RISK MANAGEMENT FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	5.000	5.000
Personal Services	\$370,986	\$380,728	\$408,889	\$419,278
All Other	\$3,515,976	\$3,515,976	\$3,535,988	\$3,535,988
<b>RISK MANAGEMENT FUND TOTAL</b>	<b>\$3,886,962</b>	<b>\$3,896,704</b>	<b>\$3,944,877</b>	<b>\$3,955,266</b>

  

<b>STATE-ADMINISTERED FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$2,043,128	\$2,043,128	\$2,043,128	\$2,043,128
<b>STATE-ADMINISTERED FUND TOTAL</b>	<b>\$2,043,128</b>	<b>\$2,043,128</b>	<b>\$2,043,128</b>	<b>\$2,043,128</b>

**Solid Waste Management Fund 0659**

Initiative: BASELINE BUDGET

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$10,000	\$10,000	\$10,000	\$10,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>

**Justification:**

The purpose of this program is to collect and transfer funds received for solid waste management to the Other Special Revenue Fund accounts for those selected departments to which a legislative allocation has been made for solid waste project activities. It also pays for the accounting services received from the General Government Service Center.

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**SOLID WASTE MANAGEMENT FUND 0659  
PROGRAM SUMMARY**

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$10,000	\$10,000	\$10,000	\$10,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>





**STATE CONTROLLER - OFFICE OF THE 0056  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	26.000	26.000	26.000	26.000
Personal Services	\$2,095,263	\$2,160,946	\$2,269,580	\$2,333,807
All Other	\$7,899,206	\$7,627,549	\$249,329	\$249,707
<b>GENERAL FUND TOTAL</b>	<b>\$9,994,469</b>	<b>\$9,788,495</b>	<b>\$2,518,909</b>	<b>\$2,583,514</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,000	\$1,000	\$1,000	\$1,000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>

**Statewide Radio Network System 0112**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,652,727	\$1,653,253	\$3,423,253	\$3,423,253
<b>GENERAL FUND TOTAL</b>	<b>\$1,652,727</b>	<b>\$1,653,253</b>	<b>\$3,423,253</b>	<b>\$3,423,253</b>

**Justification:**

The Statewide Radio Network System was created under the management of the Chief Information Officer and Office of Information Technology to procure, install, commission and maintain a consolidated radio communications network to provide service to all State of Maine public safety and public service users. The main responsibility of this office is to ensure that the financial affairs of the fund are properly managed, maintain records for all agencies using the system and make this information available to state agencies, and require state agencies to become part of the statewide radio and network system when replacing their current systems or purchasing new systems.

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**Statewide Radio Network System 0112**

Initiative: Reduces funding for the projected debt service costs in fiscal year 2009-10 due to the delay in the sale of \$10,000,000 in securities and provides funding in fiscal year 2010-11 for the projected sale of \$15,000,000 in certificate of participation securities for the Statewide Radio and Network System, in accordance with Public Law 2007, chapter 240, Part R.

Ref. #: 115

Committee Vote: \_\_\_\_\_ AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	(\$874,851)	\$2,804,122
<b>GENERAL FUND TOTAL</b>	<b>(\$874,851)</b>	<b>\$2,804,122</b>

**Justification:**

This program has authorization, in Public Law 2007, chapter 240, Part R, for the lease-purchase financing of the Statewide Radio and Network System. This initiative reduces the funding in fiscal year 2009-10 due to a delay in the issuance of \$10 million in securities. It also provides additional funding in fiscal year 2010-11 for the projected debt service costs on the first \$15 million in securities.

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**STATEWIDE RADIO NETWORK SYSTEM 0112**

**PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,652,727	\$1,653,253	\$2,548,402	\$6,227,375
<b>GENERAL FUND TOTAL</b>	<b>\$1,652,727</b>	<b>\$1,653,253</b>	<b>\$2,548,402</b>	<b>\$6,227,375</b>

**Workers' Compensation Management Fund Program 0802**

Initiative: BASELINE BUDGET

<b>WORKERS' COMPENSATION MANAGEMENT FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	13.000	12.000	13.000	13.000
Personal Services	\$1,392,333	\$1,419,795	\$1,300,237	\$1,324,673
All Other	\$18,111,530	\$18,112,182	\$18,112,182	\$18,112,182
<b>WORKERS' COMPENSATION MANAGEMENT FUND TOTAL</b>	<b>\$19,503,863</b>	<b>\$19,531,977</b>	<b>\$19,412,419</b>	<b>\$19,436,855</b>

**Justification:**

The Workers' compensation unit is responsible for case management of claims filed in the Executive, Legislative, and Judicial branches. The unit directs agencies in the timely reporting and payment of claims, monitors and controls medical costs, implements return-to-work programs, interprets Workers' Compensation law and policies for agencies and directs a management information system. The unit works closely with line agency representatives to ensure compliance with established reporting and payment standards and to develop policies and procedures to maximize efficiency and ensure effective management of all claims.

**Workers' Compensation Management Fund Program 0802**

Initiative: Eliminates one Public Health Nurse II position in accordance with Public Law 2007, chapter 653, Part C, section 2.

Ref. #: 190

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>WORKERS' COMPENSATION MANAGEMENT FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1.000)	(1.000)
Personal Services	(\$74,230)	(\$78,225)
<b>WORKERS' COMPENSATION MANAGEMENT FUND TOTAL</b>	<b>(\$74,230)</b>	<b>(\$78,225)</b>

**Justification:**

Public Law 2007, chapter 653, Part C, section 2, directed the Department of Administrative and Financial Services to review vacant positions throughout State Government, regardless of funding source, and to identify positions to be eliminated. This initiative eliminates one or more positions identified as part of that review.

**WORKERS' COMPENSATION MANAGEMENT FUND PROGRAM 0802**

**PROGRAM SUMMARY**

<b>WORKERS' COMPENSATION MANAGEMENT FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	13.000	12.000	12.000	12.000
Personal Services	\$1,392,333	\$1,419,795	\$1,226,007	\$1,246,448
All Other	\$18,111,530	\$18,112,182	\$18,112,182	\$18,112,182
<b>WORKERS' COMPENSATION MANAGEMENT FUND TOTAL</b>	<b>\$19,503,863</b>	<b>\$19,531,977</b>	<b>\$19,338,189</b>	<b>\$19,358,630</b>

**ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF**

<b>DEPARTMENT TOTALS</b>	<b>2009-10</b>	<b>2010-11</b>
<b>GENERAL FUND</b>	<b>\$38,512,124</b>	<b>\$39,031,615</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>\$497,302</b>	<b>\$497,302</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>\$2,698,375</b>	<b>\$3,206,316</b>
<b>FINANCIAL AND PERSONNEL SERVICES FUND</b>	<b>\$22,896,413</b>	<b>\$23,541,394</b>
<b>POSTAL, PRINTING AND SUPPLY FUND</b>	<b>\$3,811,459</b>	<b>\$3,884,462</b>
<b>OFFICE OF INFORMATION SERVICES FUND</b>	<b>\$62,815,173</b>	<b>\$63,250,390</b>
<b>RISK MANAGEMENT FUND</b>	<b>\$3,944,877</b>	<b>\$3,955,266</b>
<b>WORKERS' COMPENSATION MANAGEMENT FUND</b>	<b>\$19,338,189</b>	<b>\$19,358,630</b>
<b>CENTRAL MOTOR POOL</b>	<b>\$7,031,288</b>	<b>\$7,057,821</b>
<b>REAL PROPERTY LEASE INTERNAL SERVICE FUND</b>	<b>\$25,370,498</b>	<b>\$25,874,325</b>
<b>STATE-ADMINISTERED FUND</b>	<b>\$2,043,128</b>	<b>\$2,043,128</b>
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<b>\$188,958,826</b>	<b>\$191,700,649</b>



**Sec. A-6. Appropriations and allocations.**

The following appropriations and allocations are made.

**AUDIT, DEPARTMENT OF**

**Audit - Departmental Bureau 0067**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	16.000	16.000	16.000	16.000
Personal Services	\$1,358,813	\$1,290,909	\$1,456,470	\$1,494,977
All Other	\$46,676	\$17,242	\$17,242	\$17,242
<b>GENERAL FUND TOTAL</b>	<b>\$1,405,489</b>	<b>\$1,308,151</b>	<b>\$1,473,712</b>	<b>\$1,512,219</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	17.000	17.000	17.000	17.000
Personal Services	\$1,342,262	\$1,421,708	\$1,516,780	\$1,558,720
All Other	\$186,220	\$181,220	\$181,220	\$181,220
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$1,528,482</b>	<b>\$1,602,928</b>	<b>\$1,698,000</b>	<b>\$1,739,940</b>

**Justification:**

The Departmental Bureau is funded by a General Fund appropriation (010-27A-0067) and audit fees generated from an assessment on Federal programs subject to audit under the Single Audit Act. The fees are deposited into a Special Revenue Fund account (014-27A-0067). The purpose of the Departmental Bureau is to conduct financial and compliance audits of financial transactions and accounts kept by or for all State agencies subject to the Single Audit Act of 1996, 31 United States Code, Section 7501 to 7507. The audit is conducted in accordance with Generally Accepted Governmental Auditing Standards. The Department is authorized to conduct audits of all accounts and financial records of any organization, institution, or other entity receiving or requesting an appropriation or grant from the State and to issue reports on such audits at such time as the Legislature or the State Auditor may require. In addition, random audits are conducted to sample the accuracy of the financial records of those departments and agencies that administer or oversee programs and report to the joint standing committee of the Legislature having jurisdiction over state and local government. The Department will work with Office of Program Evaluation and Government Accountability (OPEGA), as requested. The Departmental Bureau serves as a staff agency to the Legislature, or any of its committees, or to the Governor, by making investigations of any phase of the State's finances.

**Audit - Departmental Bureau 0067**

Initiative: Transfers one Staff Auditor II position from the General Fund to the Other Special Revenue Funds within the same program.

Ref. #: 534

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1.000)	(1.000)
Personal Services	(\$37,670)	(\$39,843)
<b>GENERAL FUND TOTAL</b>	<b>(\$37,670)</b>	<b>(\$39,843)</b>

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
Personal Services	\$37,670	\$39,843
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$37,670</b>	<b>\$39,843</b>

**Justification:**

Transferring one half the cost of a Staff Auditor II position will result in the Federal Government assuming their allocated cost of the State's Single Audit and allow the Audit Department to continue its mission of providing critical audit services to the State.

**AUDIT - DEPARTMENTAL BUREAU 0067  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	16.000	16.000	15.000	15.000
Personal Services	\$1,358,813	\$1,290,909	\$1,418,800	\$1,455,134
All Other	\$46,676	\$17,242	\$17,242	\$17,242
<b>GENERAL FUND TOTAL</b>	<b>\$1,405,489</b>	<b>\$1,308,151</b>	<b>\$1,436,042</b>	<b>\$1,472,376</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	17.000	17.000	18.000	18.000
Personal Services	\$1,342,262	\$1,421,708	\$1,554,450	\$1,598,563
All Other	\$186,220	\$181,220	\$181,220	\$181,220
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$1,528,482</b>	<b>\$1,602,928</b>	<b>\$1,735,670</b>	<b>\$1,779,783</b>

**Audit - Unorganized Territory 0075**

Initiative: BASELINE BUDGET

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>				
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$159,231	\$146,718	\$152,152	\$156,832
All Other	\$53,559	\$54,559	\$54,559	\$54,559
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$212,790</b>	<b>\$201,277</b>	<b>\$206,711</b>	<b>\$211,391</b>

**Justification:**

The Unorganized Territory is a two-person operation headed by the Fiscal Administrator. Her responsibilities include the review, analysis, and investigation of the budgets and expenditures of all counties and State agencies requesting funds from the Unorganized Territory Education and Services Fund. In addition, the Fiscal Administrator drafts and submits the annual Municipal Cost Components legislation in order for taxes to be levied, attends and participates in public hearings, and publishes and distributes the annual financial report of the Unorganized Territory to interested taxpayers, legislators, and County Commissioners. She also serves as the Chair of the State Commission on Deorganization.

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**AUDIT - UNORGANIZED TERRITORY 0075  
PROGRAM SUMMARY**

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>				
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$159,231	\$146,718	\$152,152	\$156,832
All Other	\$53,559	\$54,559	\$54,559	\$54,559
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$212,790</b>	<b>\$201,277</b>	<b>\$206,711</b>	<b>\$211,391</b>

**AUDIT, DEPARTMENT OF**

<b>DEPARTMENT TOTALS</b>	<b>2009-10</b>	<b>2010-11</b>
<b>GENERAL FUND</b>	<b>\$1,436,042</b>	<b>\$1,472,376</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>\$1,942,381</b>	<b>\$1,991,174</b>
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<b>\$3,378,423</b>	<b>\$3,463,550</b>

**Sec. A-26. Appropriations and allocations.**

The following appropriations and allocations are made.

**EXECUTIVE DEPARTMENT****Administration - Executive - Governor's Office 0165**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	28.000	26.000	26.000	26.000
Personal Services	\$2,388,996	\$2,297,273	\$2,496,118	\$2,621,286
All Other	\$444,175	\$436,277	\$437,027	\$437,027
<b>GENERAL FUND TOTAL</b>	<b>\$2,833,171</b>	<b>\$2,733,550</b>	<b>\$2,933,145</b>	<b>\$3,058,313</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$544,005	\$478,974	\$141,389	\$149,034
All Other	\$1,130,826	\$1,130,826	\$1,130,826	\$1,130,826
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$1,674,831</b>	<b>\$1,609,800</b>	<b>\$1,272,215</b>	<b>\$1,279,860</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$1,353	\$0	\$0	\$0
All Other	\$14,368	\$500	\$500	\$500
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$15,721</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>

**Justification:**

The Governor serves to direct the affairs of the state according to law; to take care that the laws be faithfully executed; to give the Legislature information regarding the condition of the State and recommend measures for their consideration; to submit to the Legislature a biennial budget for the operation of state government; to act as Commander-in-Chief of the military forces of the State; to nominate and appoint all judicial, civil and military officers of the State except as otherwise provided by law; to require information from any officer in the Executive Branch upon any subject relating to their respective duties; to grant reprieves, commutations and pardons and remit, after conviction, forfeitures and penalties; and to accept for the State any and all gifts, bequests, grants or conveyances to the State of Maine. In addition to providing for its own staff support, the Office of Governor serves to coordinate and develop the several planning responsibilities of State government; to improve the relationship between the State government and its employees; and to operate, maintain and display to the public the Blaine House, as the official residence of the Governor. The administrative office of the Governor serves to provide staff support to the Governor as he carries out the responsibilities of the Chief Executive of the State of Maine. This support includes functions of correspondence, policy development, legislative relations, national and regional Governors' associations and scheduling preparation of reports and addresses, public information, executive appointments, case work and managing the operating budget of the Governor. The Governor's Office of Health Policy and Finance serves as a clearinghouse to assure consistent health policy and finance for Maine. It is responsible for the effective implementation of the Dirigo Health Reform Act. Specifically, the Office must produce the State Health Plan and assure its implementation. Additionally, the Office is also responsible for leading Maine's efforts to reduce prescription drug costs for Maine citizens.

**Administration - Executive - Governor's Office 0165**

Initiative: Eliminates funding for the federal Workforce Innovation in Regional Economic Development grant in fiscal year 2010-11 due to the expiration of this program.

Ref. #: 1938

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**FEDERAL EXPENDITURES FUND**

	<b>2009-10</b>	<b>2010-11</b>
All Other	\$0	(\$108,741)
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$0</b>	<b>(\$108,741)</b>

**Justification:**

The Workforce Innovation in Regional Economic Development (WIRED) grant ends on January 31, 2010. An allocation is no longer needed in fiscal year 2010-11 as funding is no longer available.

**Administration - Executive - Governor's Office 0165**

Initiative: Eliminates funding as a result of the completion of the workforce cooperative agreement initiatives.

Ref. #: 1933

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**FEDERAL EXPENDITURES FUND**

	<b>2009-10</b>	<b>2010-11</b>
All Other	(\$900,000)	(\$900,000)
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>(\$900,000)</b>	<b>(\$900,000)</b>

**Justification:**

Program has been completed, therefore, no allocation is required.

**Administration - Executive - Governor's Office 0165**

Initiative: Reallocates the cost of one Governor's Special Assistant position from 75% General Fund and 25% Federal Expenditures Fund to 83.5% General Fund and 16.5% Federal Expenditures Fund and one Governor's Special Assistant position from 62.5% General Fund and 37.5% Federal Expenditures Fund to 75% General Fund and 25% Federal Expenditures Fund.

Ref. #: 1939

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**GENERAL FUND**

	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$5,007	\$5,276
<b>GENERAL FUND TOTAL</b>	<b>\$5,007</b>	<b>\$5,276</b>

Ref. #: 1940

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**FEDERAL EXPENDITURES FUND**

	<b>2009-10</b>	<b>2010-11</b>
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**Administration - Executive - Governor's Office 0165**

Initiative: Reallocates the cost of one Governor's Special Assistant position from 100% General Fund to 85% Federal Expenditures Fund and 15% General Fund.

Ref. #: 1936

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1,000)	(1,000)
Personal Services	(\$115,277)	(\$121,637)
<b>GENERAL FUND TOTAL</b>	<b>(\$115,277)</b>	<b>(\$121,637)</b>

Ref. #: 1937

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>FEDERAL EXPENDITURES FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	1,000	1,000
Personal Services	\$115,277	\$121,637
All Other	\$2,561	\$2,703
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$117,838</b>	<b>\$124,340</b>

**Justification:**

This initiative reallocates the cost of one Governor's Special Assistant position to more accurately reflect the cost in the appropriate fund. Duties of this position are related to the Defense Base Closure and Realignment (BRAC) Commission activities that help those communities affected by base closures in Maine.

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**ADMINISTRATION - EXECUTIVE - GOVERNOR'S OFFICE 0165**  
**PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	28.000	26.000	23.500	23.500
Personal Services	\$2,388,996	\$2,297,273	\$2,192,350	\$2,301,689
All Other	\$444,175	\$436,277	\$437,027	\$437,027
<b>GENERAL FUND TOTAL</b>	<b>\$2,833,171</b>	<b>\$2,733,550</b>	<b>\$2,629,377</b>	<b>\$2,738,716</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	0.000	0.000	1.000	1.000
Personal Services	\$544,005	\$478,974	\$367,888	\$388,029
All Other	\$1,130,826	\$1,130,826	\$234,222	\$125,901
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$1,674,831</b>	<b>\$1,609,800</b>	<b>\$602,110</b>	<b>\$513,930</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$1,353	\$0	\$0	\$0
All Other	\$14,368	\$500	\$500	\$500
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$15,721</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>

**Blaine House 0072**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	6.000	6.000	6.000	6.000
POSITIONS - FTE COUNT	0.684	0.684	0.684	0.684
Personal Services	\$472,260	\$475,152	\$523,392	\$552,021
All Other	\$55,539	\$55,539	\$55,539	\$55,539
<b>GENERAL FUND TOTAL</b>	<b>\$527,799</b>	<b>\$530,691</b>	<b>\$578,931</b>	<b>\$607,560</b>

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$5,240	\$5,240	\$5,240	\$5,240
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$5,240</b>	<b>\$5,240</b>	<b>\$5,240</b>	<b>\$5,240</b>

**Justification:**

The Blaine House, a National Historic Landmark, is the official residence of the Governors of the State of Maine. The Blaine House staff provides services for the Governor, the Governor's family and guests; to maintain House offices for the Governor; to display the mansion during public visiting house; and to assist at official receptions and other gatherings at the Blaine House. The Governor is responsible for the operation of the building and general maintenance of its interior. The Bureau of General Services maintains the grounds, service buildings and the exterior of the mansion, and is authorized to approve and execute any remodeling of the interior.

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**Blaine House 0072**

Initiative: Reorganizes one full-time Governor's Special Assistant position to 2 part-time seasonal Governor's Special Assistant positions.

Ref. #: 1890

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1.000)	(1.000)
POSITIONS - FTE COUNT	0.631	0.631
Personal Services	(\$56,526)	(\$59,592)
<b>GENERAL FUND TOTAL</b>	<b>(\$56,526)</b>	<b>(\$59,592)</b>

**Justification:**

This request reduces a Governor's Special Assistant position at the Blaine House from full-time to 2 part-time seasonal positions to reflect the hours and duties required of this position.

**BLAINE HOUSE 0072  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	6.000	6.000	5.000	5.000
POSITIONS - FTE COUNT	0.684	0.684	1.315	1.315
Personal Services	\$472,260	\$475,152	\$466,866	\$492,429
All Other	\$55,539	\$55,539	\$55,539	\$55,539
<b>GENERAL FUND TOTAL</b>	<b>\$527,799</b>	<b>\$530,691</b>	<b>\$522,405</b>	<b>\$547,968</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$5,240	\$5,240	\$5,240	\$5,240
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$5,240</b>	<b>\$5,240</b>	<b>\$5,240</b>	<b>\$5,240</b>

**Planning Office 0082**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	17.000	17.000	17.000	17.000
Personal Services	\$1,391,395	\$1,373,352	\$1,527,682	\$1,561,971
All Other	\$875,951	\$684,180	\$703,421	\$703,421
<b>GENERAL FUND TOTAL</b>	<b>\$2,267,346</b>	<b>\$2,057,532</b>	<b>\$2,231,103</b>	<b>\$2,265,392</b>

<b>FEDERAL EXPENDITURES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	18.000	17.000	17.000	17.000
Personal Services	\$1,283,350	\$1,325,243	\$1,281,748	\$1,257,690
All Other	\$3,456,787	\$3,528,978	\$3,528,978	\$3,528,978
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$4,740,137</b>	<b>\$4,854,221</b>	<b>\$4,810,726</b>	<b>\$4,786,668</b>

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	14.000	14.000	15.000	15.000
Personal Services	\$1,025,229	\$1,091,021	\$1,147,760	\$1,189,602
All Other	\$1,530,275	\$1,516,385	\$1,516,385	\$1,516,385
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$2,555,504</b>	<b>\$2,607,406</b>	<b>\$2,664,145</b>	<b>\$2,705,987</b>

**Justification:**

This budget covers the operations of the State Planning Office established by MRSA Title 5 sec 3303 to provide decision-makers with the information and analyses to help them when faced with decisions about Maine's economy, natural resources, and governance. Additionally, these funds provide match for the Maine Coastal Program, Floodplain Management Grant, and the Maine Commission for Community Service Grant. STATUTORY BASIS: The four core duties assigned to the State Planning Office by statute include: 1. Forecast economic conditions 2. Balance conservation and development of natural resources 3. Provide planning assistance to towns and regions 4. Provide technical assistance to Governor and Legislature ACTIVITIES: 1. Towns call on SPO for financial and technical assistance 2. Legislature and Governor call on SPO for analysis and policy work 3. Legislature and Governor direct SPO to coordinate and integrate conflicting line-agency mandates.

**Planning Office 0082**

Initiative: Transfers one Senior Planner position and related All Other costs in the code enforcement officer program from the General Fund to Other Special Revenue Funds and charges a fee for code enforcement officer training and certification.

Ref. #: 1909

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1.000)	(1.000)
Personal Services	(\$85,634)	(\$87,355)
All Other	(\$49,529)	(\$49,971)



**Justification:**

Public Law 2007, chapter 347 requires the payment of a fee to the State Planning Office for a land use permit to be used for the preparation of a comprehensive economic impact study. The State Planning Office disburses to the municipality involved an amount equal to the municipality's projected costs of the comprehensive economic impact study contract, notice of the public hearing and related municipal staff support. These expenditures are paid by the developer in the form of land use permit fees as proposed by this act.

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**Planning Office 0082**

Initiative: Eliminates one Planner II position in accordance with Public Law 2007, chapter 653, Part C, section 2.

Ref. #: 1913

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

	<b>2009-10</b>	<b>2010-11</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>		
POSITIONS - LEGISLATIVE COUNT	(1,000)	(1,000)
Personal Services	(\$65,881)	(\$69,819)
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<hr/> (\$65,881)	<hr/> (\$69,819)

**Justification:**

Public Law 2007, chapter 653, Part C, section 2, directed the Department of Administrative and Financial Services to review vacant positions throughout State Government, regardless of funding source, and to identify positions to be eliminated. This initiative eliminates one or more positions identified as part of that review. This initiative is a continuation of a fiscal year 2008-09 supplemental budget request.

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**PLANNING OFFICE 0082  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	17.000	17.000	15.000	15.000
Personal Services	\$1,391,395	\$1,373,352	\$1,345,699	\$1,376,877
All Other	\$875,951	\$684,180	\$653,892	\$653,450
<b>GENERAL FUND TOTAL</b>	<b>\$2,267,346</b>	<b>\$2,057,532</b>	<b>\$1,999,591</b>	<b>\$2,030,327</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	18.000	17.000	17.000	17.000
Personal Services	\$1,283,350	\$1,325,243	\$1,281,748	\$1,257,690
All Other	\$3,456,787	\$3,528,978	\$3,528,978	\$3,528,978
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$4,740,137</b>	<b>\$4,854,221</b>	<b>\$4,810,726</b>	<b>\$4,786,668</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	14.000	14.000	15.000	15.000
Personal Services	\$1,025,229	\$1,091,021	\$1,167,513	\$1,207,138
All Other	\$1,530,275	\$1,516,385	\$1,733,532	\$1,734,096
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$2,555,504</b>	<b>\$2,607,406</b>	<b>\$2,901,045</b>	<b>\$2,941,234</b>



**EXECUTIVE DEPARTMENT**

<b>DEPARTMENT TOTALS</b>	<b>2009-10</b>	<b>2010-11</b>
<b>GENERAL FUND</b>	<b>\$5,151,373</b>	<b>\$5,317,011</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>\$5,412,836</b>	<b>\$5,300,598</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>\$2,906,785</b>	<b>\$2,946,974</b>
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<b>\$13,470,994</b>	<b>\$13,564,583</b>

**Sec. A-50. Appropriations and allocations.**

The following appropriations and allocations are made.

**MUNICIPAL BOND BANK, MAINE**

**Maine Municipal Bond Bank - Maine Rural Water Association 0699**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$82,840	\$75,620	\$79,920	\$79,920
<b>GENERAL FUND TOTAL</b>	<b>\$82,840</b>	<b>\$75,620</b>	<b>\$79,920</b>	<b>\$79,920</b>

**Justification:**

Dear Members of the Appropriations and Financial Affairs and the State and Local Government Committees: The Maine Rural Water Association (MRWA) is a private, non-profit association incorporated in 1979. Our office is located in Brunswick, Maine. MRWA's mission is to assist Maine's water and wastewater systems with safe drinking water and protect the environment, at an affordable cost to the user. MRWA provides training opportunities for water and wastewater operators, boards of trustees, municipal officials, as well as public works personnel. Training includes safety training, preparatory courses for operator certification, continuing education for license holders and courses specializing in professional development. MRWA also provides on-site technical assistance to communities and businesses. MRWA staff frequently assists camps, campgrounds, mobile home parks, schools, and water districts and departments with compliance measures. Whether providing information on the proper water sampling procedures, shocking wells, helping understand regulatory requirements such as the Total Coliform Rule or the Lead and Copper Rules, MRWA has demonstrated its ability to assist small water systems. In addition, MRWA staff assists wastewater systems comply with MDEPS permits and assists with the drafting of sewer ordinances, and prepares emergency response plans, Wet Weather Plans, and drafted dozens of Sewer Ordinances. Because of our efforts, MRWA improves the public health and the environment. Additionally, MRWA's assistance reduces fines and legal expenses, as well as the State's expense of taking administrative action against communities and businesses. MRWA responds to many water and wastewater emergencies. Our staff provides support and technical assistance for main breaks, freeze ups, and plant failures. Our guidance and leadership to Maine's utilities were instrumental in meeting additional security requirements resulting from 9/11. One result of increased regulation is the skyrocketing need for additional environmental capital. We work with many towns finding grant and low interest loans to meet additional environmental requirements. We provide a combination of coordination, guidance and conduct income surveys to help keep water and sewer rates affordable in Maine's towns. Another result of increased regulation is the additional requirements for operator certification. Our Association continuously redevelops our training program to meet the ever-changing demands of licensed operators. In 2008, MRWA provided training to over 2200 people. This population includes water and wastewater operators, trustees, selectpersons, town managers, administrative personnel, public works crews, as well as those individuals sitting for licenses. Water and wastewater staff members rely on MRWA's training program for meeting their certification requirements. Some individuals may attend one or two trainings a year, while others attend dozens. MRWA assists districts to organize and reorganize their water and wastewater systems to better meet the needs of the community and environmental regulations. We have assisted in the development of over a dozen water systems as the result of groundwater contamination. MRWA uses state funds to help support the water/wastewater industry. Activities include water and wastewater operator certification training, professional development training, on-site technical field support, grant and loan preparation, management and financial analysis. MRWA expects to train approximately 2200 utility and public works personnel, trustees and municipal officials in our 2010-2011 training cycle. Additionally, we estimate placing financing of \$2 million dollars in environmental improvements during the 2010-2011 period. MRWA also prepares a biennial Salary & Wage Survey and an annual Sewer Rate Survey which are vital to utilities and lending agencies. Finally, we project that MRWA will resolve 280 drinking water technical violations during this two year period. Based on proposed funding cuts MRWA expects to provide training to 220 fewer people. Additionally, there will be a reduction of \$500,000 in financing environmental improvements. We will resolve 28 fewer violations. We will no longer be able to assist in the development of new water supplies resulting from ground water contamination (e.g.

Machiasport, Princeton). We appreciate the State of Maine's support of MRWA's activities. Please feel free to contact me for any additional information. Sincerely, Steven C Levy Executive Director Maine Rural Water Association

**Maine Municipal Bond Bank - Maine Rural Water Association 0699**

Initiative: Reduces funding for grants that support technical assistance and training provided to small communities and businesses.

Ref. #: 3335

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	(\$7,992)	(\$7,992)
<b>GENERAL FUND TOTAL</b>	<b>(\$7,992)</b>	<b>(\$7,992)</b>

**Justification:**

This reduction will result in the Maine Rural Water Association providing less technical support to small communities and businesses and will result in increased violations of environmental regulations, increased fines, and fewer grant dollars for improved infrastructure.

**MAINE MUNICIPAL BOND BANK - MAINE RURAL WATER ASSOCIATION 0699  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$82,840	\$75,620	\$71,928	\$71,928
<b>GENERAL FUND TOTAL</b>	<b>\$82,840</b>	<b>\$75,620</b>	<b>\$71,928</b>	<b>\$71,928</b>

**Sec. A-63. Appropriations and allocations.** The following appropriations and allocations are made.

**SECRETARY OF STATE, DEPARTMENT OF**

**Administration - Archives 0050**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	13.000	12.000	13.000	13.000
Personal Services	\$805,557	\$790,899	\$867,761	\$889,128
All Other	\$77,583	\$77,105	\$77,105	\$77,105
<b>GENERAL FUND TOTAL</b>	<b>\$883,140</b>	<b>\$868,004</b>	<b>\$944,866</b>	<b>\$966,233</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	1.000	1.000	1.000	1.000
Personal Services	\$34,013	\$34,535	\$36,631	\$37,255
All Other	\$2,673	\$2,673	\$2,673	\$2,673
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$36,686</b>	<b>\$37,208</b>	<b>\$39,304</b>	<b>\$39,928</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$34,007	\$34,527	\$36,626	\$37,250
All Other	\$17,730	\$17,730	\$17,730	\$17,730
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$51,737</b>	<b>\$52,257</b>	<b>\$54,356</b>	<b>\$54,980</b>

**Justification:**

The Maine State Archives serves State and local governments by providing a professional archival program to preserve over 92 million pages of Maine's permanently valuable government records for use by government officials and the public, and by providing records management services for the efficient administration of government records including photographic services. The Archives establishes standards and procedures governing the creation, use, maintenance, retention, preservation and disposal of State records. Assistance is provided to the Executive, Legislative and Judicial branches of State government, as well as county and municipal governments, in making their operations more efficient and economical. The Maine State Archives also serves as the standards laboratory to ensure that all filming and imaging of State records meets established standards of quality. Professional archival services provided by the Archives include the selection and preservation of records that have permanent value to the State, accompanied by the application of specialized techniques designed to make these records readily accessible for use by government officials and the public. To improve public understanding of the value of historical records, both governmental and private, the Archives supports several initiatives. These include attracting federal funds for the preservation of historical records; coordinating Maine National History Day, a competition for grades 6-12 to enhance student use and appreciation of historical records; supporting Maine Archives and Museums, a statewide organization of historical societies, museums and archives; and membership in the Council of State Historical Records Coordinators, which promotes the importance of historical records nationwide and advocates for federal support of state record needs.

**Administration - Archives 0050**

Initiative: Adjusts funding for the same level of information technology agency program and application support services at the fiscal years 2009-10 and 2010-11 Office of Information Technology rates for application services including server support, storage and shared platforms.

Ref. #: 3618

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$1,356	\$1,487
<b>GENERAL FUND TOTAL</b>	<b>\$1,356</b>	<b>\$1,487</b>

**Justification:**

This is an ongoing cost through Office of Information Technology.

**Administration - Archives 0050**

Initiative: Eliminates one Director Archives Services position.

Ref. #: 3619

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1,000)	(1,000)
Personal Services	(\$80,709)	(\$81,974)
<b>GENERAL FUND TOTAL</b>	<b>(\$80,709)</b>	<b>(\$81,974)</b>

**Justification:**

Elimination of this position will require a reorganization within the State Archives resulting in the reassignment of duties and a reduction in the hours that the Search Room will be open to the public.

**ADMINISTRATION - ARCHIVES 0050**  
**PROGRAM SUMMARY**

	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>GENERAL FUND</b>				
POSITIONS - LEGISLATIVE COUNT	13.000	12.000	12.000	12.000
Personal Services	\$805,557	\$790,899	\$787,052	\$807,154
All Other	\$77,583	\$77,105	\$78,461	\$78,592
<b>GENERAL FUND TOTAL</b>	<b>\$883,140</b>	<b>\$868,004</b>	<b>\$865,513</b>	<b>\$885,746</b>
	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>FEDERAL EXPENDITURES FUND</b>				
POSITIONS - LEGISLATIVE COUNT	1.000	1.000	1.000	1.000
Personal Services	\$34,013	\$34,535	\$36,631	\$37,255
All Other	\$2,673	\$2,673	\$2,673	\$2,673
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$36,686</b>	<b>\$37,208</b>	<b>\$39,304</b>	<b>\$39,928</b>
	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>				
Personal Services	\$34,007	\$34,527	\$36,626	\$37,250
All Other	\$17,730	\$17,730	\$17,730	\$17,730
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$51,737</b>	<b>\$52,257</b>	<b>\$54,356</b>	<b>\$54,980</b>

**Bureau of Administrative Services and Corporations 0692**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	36.000	34.000	34.000	34.000
Personal Services	\$2,117,589	\$1,970,507	\$2,129,932	\$2,206,952
All Other	\$731,419	\$712,400	\$639,455	\$639,455
<b>GENERAL FUND TOTAL</b>	<b>\$2,849,008</b>	<b>\$2,682,907</b>	<b>\$2,769,387</b>	<b>\$2,846,407</b>

  

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	4.000	4.000
Personal Services	\$185,506	\$194,619	\$208,425	\$219,385
All Other	\$14,385	\$44,648	\$14,385	\$14,385
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$199,891</b>	<b>\$239,267</b>	<b>\$222,810</b>	<b>\$233,770</b>

**Justification:**

The Bureau of Corporations, Elections, and Commissions (CEC) provides services to corporate and business entities, oversees the elections process, manages agency rulemaking, appointments to boards and commissions, and the appointment of notaries public. The Division of Corporations, UCC and Commissions serves as a repository for all records relating to over 74,000 business entities and nonprofit corporations, both foreign and domestic, operating in Maine and over 216,000 liens filed on personal property under the Uniform Commercial Code. All original documents relating to corporations, limited partnerships, limited liability companies and limited liability partnerships are filed with the Division. The Division's Corporate Interactive Services and UCC Total Solution allows citizens and businesses to access information and record filings securely and quickly via one of the Department's many on-line services. The Division also administers the appointment of notaries public, records appointments to over 260 boards and commissions, and administers the financial disclosure requirements for 150 state agency officials. In addition to providing administrative services to meet its own needs, the Bureau provides limited administrative services to the Central Office of the Department of Secretary of State and the Maine State Archives. With respect to the FY 2008 & 2009 Biennium, the Bureau of Corporations, Elections and Commissions is projected to generate approximately \$19 million in revenues.

**Bureau of Administrative Services and Corporations 0692**

Initiative: Adjusts funding for the same level of information technology agency program and application support services at the fiscal years 2009-10 and 2010-11 Office of Information Technology rates for application services including server support, storage and shared platforms.

Ref. #: 3634

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$4,990	\$5,078
<b>GENERAL FUND TOTAL</b>	<b>\$4,990</b>	<b>\$5,078</b>





Personal Services	(\$114,927)	(\$118,796)
<b>GENERAL FUND TOTAL</b>	(\$114,927)	(\$118,796)

**Justification:**

Elimination of these positions will result in delayed responses to election inquiries, and administrative support for the bureau deputy will be assigned to other staff members in the bureau.

**Bureau of Administrative Services and Corporations 0692**

Initiative: Eliminates one Public Service Coordinator I position through a consolidation of human resource and financial activities.

Ref. #: 3638

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1.000)	(1.000)
Personal Services	(\$82,155)	(\$83,677)
<b>GENERAL FUND TOTAL</b>	(\$82,155)	(\$83,677)

**Justification:**

The department will consolidate its HR and financial activities under the Division of Administrative Services at the Bureau of Motor Vehicles. All Other dollars estimated at \$20,000 per year will be required in each fiscal year to reimburse the Highway Fund for support of General Fund program employees.

**BUREAU OF ADMINISTRATIVE SERVICES AND CORPORATIONS 0692  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	36.000	34.000	29.000	29.000
Personal Services	\$2,117,589	\$1,970,507	\$1,845,512	\$1,912,275
All Other	\$731,419	\$712,400	\$768,479	\$747,075
<b>GENERAL FUND TOTAL</b>	\$2,849,008	\$2,682,907	\$2,613,991	\$2,659,350

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	4.000	4.000
Personal Services	\$185,506	\$194,619	\$208,425	\$219,385
All Other	\$14,385	\$44,648	\$14,385	\$14,385
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	\$199,891	\$239,267	\$222,810	\$233,770

**SECRETARY OF STATE, DEPARTMENT OF**

<b>DEPARTMENT TOTALS</b>	<b>2009-10</b>	<b>2010-11</b>
<b>GENERAL FUND</b>	<b>\$3,479,504</b>	<b>\$3,545,096</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>\$39,304</b>	<b>\$39,928</b>
<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>\$277,166</b>	<b>\$288,750</b>
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<b>\$3,795,974</b>	<b>\$3,873,774</b>

**Sec. A-66. Appropriations and allocations.**

The following appropriations and allocations are made.

**TREASURER OF STATE, OFFICE OF**

**Administration - Treasury 0022**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	16.000	16.000	16.000	16.000
Personal Services	\$1,051,369	\$1,105,927	\$1,195,125	\$1,239,800
All Other	\$240,993	\$514,444	\$254,444	\$254,444
<b>GENERAL FUND TOTAL</b>	<b>\$1,292,362</b>	<b>\$1,620,371</b>	<b>\$1,449,569</b>	<b>\$1,494,244</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	1.000	0.000	1.000	1.000
Personal Services	\$50,578	\$53,224	\$54,191	\$57,193
All Other	\$12,379	\$12,379	\$12,379	\$12,379
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$62,957</b>	<b>\$65,603</b>	<b>\$66,570</b>	<b>\$69,572</b>
<b>ABANDONED PROPERTY FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	0.000	0.000	0.000	0.000
Personal Services	\$0	\$0	\$0	\$0
All Other	\$217,686	\$217,686	\$217,686	\$217,686
<b>ABANDONED PROPERTY FUND TOTAL</b>	<b>\$217,686</b>	<b>\$217,686</b>	<b>\$217,686</b>	<b>\$217,686</b>

**Justification:**

The 16 positions of the Office of the State Treasurer fulfill four core functions: 1) debt management, 2) cash management, 3) unclaimed property administration and 4) trust fund administration. Other major duties assigned to the Treasurer are directorships on many of Maine's quasi-governmental debt issuing agencies, administration of the Municipal Revenue Sharing Program and administration of the Financial Literacy Program. Although some of these functions do have their own programs and funding sources, administration duties of such programs are funded through personal services and all other allotment of this administration program. The core functions are summarized as follows: Cash Management: Providing centralized cash collection processes for the more than 120,000 cash receipts annually, cash management, and coordination of banking services for all state agencies; Actively investing cash reserves to generate earnings through the Treasurer's cash pool comprised of 112 participating funds that averaged more than \$600 million; Reconciling records of the 36 bank accounts with the accounting records of the State; Providing revenue projections on cash pool earnings and tobacco settlement fund payments; Sorting and distributing all state issued checks-1.7 million of benefits, payables, and payroll payments, including funding the postage expense of the accounts payable checks of approximately \$60,000. Debt Management: Managing the issuance of both Bond Anticipation Notes (BANs) and Bonds; Providing necessary market disclosure; Assuring timely debt payments; Managing bond proceeds; Maintaining debt records; Managing credit rating agency relationships and coordinating the state rating agency presentations; Collecting and publishing state debt statistics; Providing debt service projections and fiscal notes for legislative and executive budgeting efforts; Preparing the Treasurer's Statement for publication on ballots whenever general obligation debt proposals are sent out to voters; Determining annually the need for Tax Anticipation Notes (TANs), Lines of Credit, (LOCs) or other short-term debt vehicles to cover cash flow needs within a fiscal year and

Coordinating with the State Controller on cash pool management in order to maximize cash pool support for General Fund cash flow needs as an alternative to issuing debt; Arranging for short-term debt if necessary; Managing the contracts with the State's Bond Counsel, Debt Management Advisor, Underwriters and Selling Group. Unclaimed Property Administration: Collecting unclaimed financial assets held by Maine entities and companies doing business in Maine; Cataloging and preserving those assets; Arranging for the annual newspaper advertisement of new properties and for legislative outreach to claimants in each legislative district; Maintaining a permanent record of all received properties; Developing and supporting easy claim-making processes that are available via the internet, telephone, telefax and mail; Processing 15,000 claims representing more than \$12 million made by rightful owners annually for a reunification rate of 51% of receipts in any given year; and educating holders on Maine's unclaimed property law. State-Held Trust Administration: Managing the investments, records and distribution of assets held in trust by the State of Maine pursuant to the terms of nearly eighty (80) active state-held trusts with an aggregate value of approximately \$20 million; Engaging and overseeing independent investment advisors to professionally manage the funds; Coordinating quarterly meetings with the investment managers and major fund beneficiaries; and Allocating investment earnings amongst the beneficiaries pursuant to the directive of each separate trust. Directorships: The Treasurer is a voting member on the board of the Maine Public Employees Retirement System, (MainePERS), the Finance Authority of Maine, (FAME), the Maine State Housing Authority, (MaineHousing), the Maine Educational Loan Authority, (MELA), the Maine Municipal Bond Bank, (MMBB), the Adaptive Equipment Loan Board, (AELB), the Maine Health and Higher Education Facilities Authority, (MHEFA), the Maine Governmental Facilities Authority, (MGFA), the Lifelong Learning Accounts Committee, (LILA), the NextGen College Investment Plan Investment Advisory Committee, and is a non voting member of the Dirigo Health Board. The authority of the Deputy Treasurer to participate at board meetings as a voting substitute for the Treasurer has been critical to meaningful Treasury participation on these boards. Management functions are divided into internal and external operations. External operations include investment strategies, trust administration, banking and underwriting relationships, bond counsel coordination, rating agency relationships, board service, legislative and gubernatorial affairs, and debt management policy with accompanying publications and projections. These duties are shared by the Treasurer and Deputy Treasurer with support from other Treasury employees. Internal operations include management of personnel, office structure, accounting and reconciliation practices, budgeting and planning, controls and security, cash management systems, unclaimed property systems and implementation of banking arrangements. These duties are shared by the Treasurer and the Director of Internal Treasury Operations, with additional management from the Assistant Director of Internal Operations.

**Administration - Treasury 0022**

Initiative: Eliminates one Accounting Technician position and reduces funding for related All Other costs.

Ref. #: 3678

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>FEDERAL EXPENDITURES FUND</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	(1,000)	(1,000)
Personal Services	(\$54,191)	(\$57,193)
All Other	(\$12,379)	(\$12,379)
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>(\$66,570)</b>	<b>(\$69,572)</b>

**Justification:**

Due to efficiencies created in the office, this position and funding are no longer required. This position was eliminated in fiscal year 2008-09 as part of the vacancy review directed in Public Law 2007, chapter 653, Part C, section 2.

**Administration - Treasury 0022**

Initiative: Provides funding for the Treasurer's Cash Management Transparency and Proficiency Initiative that will ensure the long-term sustainability of cost-effective banking services and management-level personnel required to maintain cash management, oversight and analysis. A projected increase in General Fund undedicated revenue from investment earnings is estimated to generate an additional \$899,000 each year. The increased funding in Personal Services and All Other is required to allow the Treasurer to pay for banking services costs openly through direct disbursements instead of through low-earnings-rate compensating balance deposits held by the bank and reorganizes one Public Service Executive I position, range 33 to a Public Service Executive II position, range 37, one Public Service Manager II position, range 29 to a Public Service Manager II position, range 33, one Public Service Coordinator I position, range 23 to a Public Service Coordinator I position, range 27 and one Senior Staff Accountant to a Managing Staff Accountant.

Ref. #: 3679

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$41,858	\$49,541
All Other	\$697,000	\$697,000
<b>GENERAL FUND TOTAL</b>	<b>\$738,858</b>	<b>\$746,541</b>

**Justification:**

Achieves 2 critical improvements: First, banking services costs will be paid openly through direct disbursements instead of through low-earnings-rate compensating balance deposits held by the bank. The ensuing increase in advantageous investments will increase FY 10-11 cash pool earnings. Second; this addresses the need to attract and retain skilled personnel for strong internal financial analysis work and stringent vendor oversight efforts, including the new banking contract. Reclassifications are: Public Service Executive I EA33 to Public Service Executive II EA37; Public Service Manager II MA29 to Public Service Manager II MA33; Public Service Coordinator I CA23 to Public Service Coordinator I CA27; and Senior Staff Accountant to Managing Staff Accountant. Recent reorganizations have reduced positions by nearly 20% in 3 years. In an office of only 16, turnover can be very disruptive. Reclassifications will help ensure uninterrupted expert performance over time.

**Administration - Treasury 0022**

Initiative: Reduces funding for training and office supplies.

Ref. #: 3680

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	(\$8,000)	(\$8,000)
<b>GENERAL FUND TOTAL</b>	<b>(\$8,000)</b>	<b>(\$8,000)</b>

**Justification:**

The Treasury Department proposes a reduction in All Other for employee training and office supplies in an effort to achieve savings.

**ADMINISTRATION - TREASURY 0022**  
**PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	16.000	16.000	16.000	16.000
Personal Services	\$1,051,369	\$1,105,927	\$1,236,983	\$1,289,341
All Other	\$240,993	\$514,444	\$943,444	\$943,444
<b>GENERAL FUND TOTAL</b>	<b>\$1,292,362</b>	<b>\$1,620,371</b>	<b>\$2,180,427</b>	<b>\$2,232,785</b>

  

<b>FEDERAL EXPENDITURES FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	1.000	0.000	0.000	0.000
Personal Services	\$50,578	\$53,224	\$0	\$0
All Other	\$12,379	\$12,379	\$0	\$0
<b>FEDERAL EXPENDITURES FUND TOTAL</b>	<b>\$62,957</b>	<b>\$65,603</b>	<b>\$0</b>	<b>\$0</b>

  

<b>ABANDONED PROPERTY FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
POSITIONS - LEGISLATIVE COUNT	0.000	0.000	0.000	0.000
Personal Services	\$0	\$0	\$0	\$0
All Other	\$217,686	\$217,686	\$217,686	\$217,686
<b>ABANDONED PROPERTY FUND TOTAL</b>	<b>\$217,686</b>	<b>\$217,686</b>	<b>\$217,686</b>	<b>\$217,686</b>

**Debt Service - Treasury 0021**

Initiative: BASELINE BUDGET

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$84,211,918	\$87,832,356	\$89,026,467	\$89,026,467
<b>GENERAL FUND TOTAL</b>	<b>\$84,211,918</b>	<b>\$87,832,356</b>	<b>\$89,026,467</b>	<b>\$89,026,467</b>

**Justification:**

The requested appropriation will provide adequate funding for general fund debt service costs based on the following assumptions:

- Fiscal Year '09 Bond Issue: \$127,612,000 million at 5.0%.
- Fiscal Year '10 Bond Issue: \$ 124,790,000 million at 5.0%.
- Fiscal Year '11 Bond Issue: \$ 82,500,000 million at 5.0%.
- Annual Line of Credit (LOC) at \$150 million.
- Bond Anticipation Notes (BAN) issued 3x a year.
- New authorizations of \$200 million GF bonds, issued \$75 million in FY 10, \$75 million in FY 11, and \$50 million in FY 12.
- FY'10/FY'11 Debt service on current debt principal \$61,570,000 / \$56,205,000.
- FY'10/FY'11 Debt service on current debt interest \$12, 410,688 / \$ 9,734,844.
- FY'10/FY '11 LOC interest on \$150 million at 4% \$ 2,500,000 / \$ 2,500,000
- FY 10'/FY '11 BAN interest at 5% \$ 3,119,750 /\$ 2,062,500
- Baseline share of projected debt on FY'09 issue FY'10/'FY11 \$10,327,029 / \$19,425,123
- Bond proceed earnings transfer (\$901,000) (\$901,000)
- ST Baseline Appropriation \$89,026,467 / \$89,026,467
- Projected debt service on FY'09 issue \$6,939,771 / \$6,547,118
- Projected debt service on FY'10 issue \$1,875,000/ \$11,250,000
- FY '10/FY'11 Total Requested Appropriation \$97,841,238/ \$106,823,585

**Debt Service - Treasury 0021**

Initiative: Provides funding to bring the appropriation in line with projected debt service requirements.

Ref. #: 3671

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$8,814,771	\$17,797,118
<b>GENERAL FUND TOTAL</b>	<b>\$8,814,771</b>	<b>\$17,797,118</b>

**Justification:**

Debt service costs for fiscal years 2009-10 and 2010-11 are expected to be higher than the current baseline budget. An increase is required to meet the projected debt service costs which assumes \$200 million in new GF Bond authorizations..

**DEBT SERVICE - TREASURY 0021  
PROGRAM SUMMARY**

<b>GENERAL FUND</b>	<b>History 2007-08</b>	<b>History 2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
All Other	\$84,211,918	\$87,832,356	\$97,841,238	\$106,823,585
<b>GENERAL FUND TOTAL</b>	<b>\$84,211,918</b>	<b>\$87,832,356</b>	<b>\$97,841,238</b>	<b>\$106,823,585</b>



**TREASURER OF STATE, OFFICE OF**

<b>DEPARTMENT TOTALS</b>	<b>2009-10</b>	<b>2010-11</b>
<b>GENERAL FUND</b>	<b>\$100,021,665</b>	<b>\$109,056,370</b>
<b>FEDERAL EXPENDITURES FUND</b>	<b>\$0</b>	<b>\$0</b>
<b>ABANDONED PROPERTY FUND</b>	<b>\$217,686</b>	<b>\$217,686</b>
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<b>\$100,239,351</b>	<b>\$109,274,056</b>

Sec. B-1. Appropriations and allocations. The following appropriations and allocations are made.

**ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF**

**Administration - Human Resources 0038**

Initiative: RECLASSIFICATIONS

Ref. #: 70 Committee Vote: \_\_\_\_\_ AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$33,289	\$32,929
All Other	(\$33,289)	(\$32,929)
<b>GENERAL FUND TOTAL</b>	<b>\$0</b>	<b>\$0</b>

Ref. #: 71 Committee Vote: \_\_\_\_\_ AFA Vote: \_\_\_\_\_

<b>OTHER SPECIAL REVENUE FUNDS</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$3,328	\$3,362
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$3,328</b>	<b>\$3,362</b>

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**Buildings and Grounds Operations 0080**

Initiative: RECLASSIFICATIONS

Ref. #: 112 Committee Vote: \_\_\_\_\_ AFA Vote: \_\_\_\_\_

<b>GENERAL FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$24,789	\$25,051
All Other	(\$24,789)	(\$25,051)
<b>GENERAL FUND TOTAL</b>	<b>\$0</b>	<b>\$0</b>

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**Financial and Personnel Services - Division of 0713**

Initiative: RECLASSIFICATIONS

Ref. #: 181 Committee Vote: \_\_\_\_\_ AFA Vote: \_\_\_\_\_

<b>FINANCIAL AND PERSONNEL SERVICES FUND</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$60,274	\$61,388
<b>FINANCIAL AND PERSONNEL SERVICES FUND TOTAL</b>	<b>\$60,274</b>	<b>\$61,388</b>

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**Information Services 0155**

Initiative: RECLASSIFICATIONS

Ref. #: 130

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**OFFICE OF INFORMATION SERVICES FUND**

Personal Services

**2009-10****2010-11**

\$227,628

\$252,183

**OFFICE OF INFORMATION SERVICES FUND TOTAL**

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\$227,628

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\$252,183

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**State Controller - Office of the 0056**

Initiative: RECLASSIFICATIONS

Ref. #: 84

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**GENERAL FUND**

Personal Services

All Other

**2009-10****2010-11**

\$32,372

\$33,634

(\$32,372)

(\$33,634)

**GENERAL FUND TOTAL**

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\$0

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\$0

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**ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF****DEPARTMENT TOTALS****2009-10****2010-11****GENERAL FUND**

\$0

\$0

**OTHER SPECIAL REVENUE FUNDS**

\$3,328

\$3,362

**FINANCIAL AND PERSONNEL SERVICES  
FUND**

\$60,274

\$61,388

**OFFICE OF INFORMATION SERVICES FUND**

\$227,628

\$252,183

**DEPARTMENT TOTAL - ALL FUNDS**

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\$291,230

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\$316,933**EXECUTIVE DEPARTMENT****Planning Office 0082**

Initiative: RECLASSIFICATIONS

Ref. #: 1916

Committee Vote: \_\_\_\_\_

AFA Vote: \_\_\_\_\_

**GENERAL FUND**

Personal Services

All Other

**2009-10****2010-11**

\$12,262

\$12,391

(\$12,262)

(\$12,391)

GENERAL FUND TOTAL	<u>\$0</u>	<u>\$0</u>
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**EXECUTIVE DEPARTMENT**

<b>DEPARTMENT TOTALS</b>	<b>2009-10</b>	<b>2010-11</b>
<b>GENERAL FUND</b>	<b>\$0</b>	<b>\$0</b>
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<u><b>\$0</b></u>	<u><b>\$0</b></u>

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**PART J**

**Sec. J-1. Department of Administrative and Financial Services; lease-purchase authorization.** Pursuant to the Maine Revised Statutes, Title 5, section 1587, the Department of Administrative and Financial Services, Office of Information Technology may enter into lease-purchase agreements in fiscal years 2009-10 and 2010-11 for the acquisition of personal computers, servers, printers and other hardware and software to support end-user and infrastructure services provided to all departments and agencies by the Office of Information Technology. The financing arrangements entered into in each fiscal year may not exceed \$10,000,000 in principal costs, and a financing arrangement may not exceed 5 years in duration. The interest rate may not exceed 8%, and total interest costs with respect to the financing arrangements entered into in each fiscal year may not exceed \$2,523,000. Payment for debt service costs must be made from the available All Other allocation in the Office of Information Technology Internal Service Fund.

**SUMMARY**

**PART J**

This Part authorizes the Department of Administrative and Financial Services, Office of Information Technology to enter into lease-purchasing agreements in fiscal years 2009-10 and 2010-11 for the acquisition of personal computers, servers, printers and other hardware and software to support end-user and infrastructure services and discloses the terms of the lease-purchasing agreements.

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**PART M**

**Sec. M-1. 5 MRSA §3305, sub-§1, ¶M**, as repealed and replaced by PL 1995, c. 625, Pt. A, §9, is amended to read:

M. Administer a program of training and ~~financial assistance~~ certification for municipal code enforcement officers;

**Sec. M-2. 7 MRSA §3909, sub-§2**, as amended by PL 1997, c. 683, Pt. B, §1, is further amended to read:

**2. Designated employees of the department.** For purposes of prosecution under this section, the commissioner may authorize humane agents and a state veterinarian to serve civil process pursuant to the Maine Rules of Civil Procedure, Rule 80H and any other applicable rules of court. The commissioner may authorize humane agents or a state veterinarian to represent the department in District Court in the prosecution of civil violations of these laws. ~~Certification of the humane agents and a state veterinarian for this purpose is as provided under Title 30-A, section 4453, subsection 5. Once certified, prosecution~~ Prosecution by the humane agent or a state veterinarian may seek civil penalties as provided by law as well as a permanent or temporary injunction, restraining order or other equitable relief as the court finds appropriate.

**Sec. M-3. 30-A MRSA §4451**, as amended by PL 2007, c. 699, §§15 and 17, is further amended to read:

**§4451. Training and certification for code enforcement officers**

**1. Certification required; exceptions.** ~~Beginning January 1, 1993, a municipality may not employ July 1, 2009, any individual to perform performing~~ the duties of a code enforcement officer ~~who is not~~ must be certified by the office, except that:

- A. An individual other than an individual appointed as a plumbing inspector has 12 months after beginning employment with a municipality to be trained and certified as provided in this section;
- B. Whether or not any extension is available under paragraph A, the office may waive this requirement for up to one year if the certification requirements cannot be met without imposing a hardship on the municipality employing the individual; and
- C. An individual may be temporarily authorized in writing by the Department of Health and Human Services, Division of Health Engineering to be employed as a plumbing inspector for a period not to exceed 12 months.

~~A person employed by a municipality or municipalities as a code enforcement officer for at least 3 years prior to January 1, 1990 is deemed certified under this section and, 5 years after the effective date of this paragraph, is subject to the recertification requirements of subsection 6.~~

**2. Penalty.** Any ~~municipality that~~ individual who violates this section commits a civil violation for which a ~~forfeiture~~ fine of not more than \$100 may be adjudged. Each day in violation constitutes a separate offense.

1           **2-A. Code enforcement officer; definition and duties.** As used in this subchapter,  
2 "code enforcement officer" means a person certified under this section and employed by a  
3 municipality to enforce all applicable laws and ordinances in the following areas:

- 4           A. Shoreland zoning under Title 38, chapter 3, subchapter ~~I~~ 1, article 2-B;
- 5           B. Comprehensive planning and land use under Part 2, Subpart ~~VI-A~~ 6-A;
- 6           C. Internal plumbing under chapter 185, subchapter ~~III~~ 3;
- 7           D. Subsurface wastewater disposal under chapter 185, subchapter ~~III~~ 3; and
- 8           E. Building standards under chapter 141; chapter 185, subchapter 1; beginning  
9 January 1, 2010, Title 10, chapter 1103; and Title 25, chapters 313 and 331.

10           A code enforcement officer is authorized to enforce all applicable laws and ordinances  
11 related to the structure and practice of the municipal code enforcement office, municipal  
12 planning board and appeals board procedures, application review and permitting  
13 procedures, inspection procedures and enforcement techniques.

14           **3. Training and certification of code enforcement officers.** In cooperation with  
15 the Maine Community College System, the Department of Environmental Protection, the  
16 Department of Health and Human Services and the Department of Public Safety, the  
17 office shall establish a continuing education program for individuals engaged in code  
18 enforcement. This program must provide basic ~~and advanced~~ training in the technical  
19 and legal aspects of code enforcement necessary for certification. The office shall  
20 establish procedures to charge code enforcement officers for direct costs incurred in  
21 providing the training and issuing a certification pursuant to the requirements of this  
22 section. All fees collected by the office must be deposited in a dedicated special revenue  
23 account. Any balance remaining in the account at the end of any fiscal year must be  
24 carried forward to the next fiscal year.

25           **3-A. Training and certification of inspectors in the Maine Uniform Building and**  
26 **Energy Code.** In accordance with the training and certification requirements developed  
27 pursuant to Title 10, section 9723, the office shall provide the training necessary to certify  
28 municipal building officials, local code enforcement officers and 3rd-party inspectors.

29           **4. Examination.** The office shall conduct at least one examination each year to  
30 examine candidates for certification at a time and place designated by it. The office may  
31 conduct additional examinations to carry out the purposes of this subchapter.

32           **5. Certification standards.** The office shall adopt routine technical rules under  
33 Title 5, chapter 375, subchapter 2-A to establish by rule the qualifications, conditions and  
34 licensing standards and procedures for the certification and recertification of individuals  
35 as code enforcement officers. A code enforcement officer need only be certified in the  
36 areas of actual job responsibilities. The rules established under this subsection must  
37 identify standards for each of the areas of training under subsection 2-A, in addition to  
38 general standards that apply to all code enforcement officers.

39           **6. Certification; terms; revocation.** The office shall certify individuals as to their  
40 competency to successfully enforce ordinances and other land use regulations and permits  
41 granted under those ordinances and regulations and shall issue certificates attesting to the

1 competency of those individuals to act as code enforcement officers. Certificates are  
2 valid for 5 years unless revoked by the District Court. An examination is not required for  
3 recertification of code enforcement officers. The office shall recertify a code  
4 enforcement officer if the code enforcement officer successfully completes at least 12  
5 hours of approved training in each area of job responsibility during the 5-year  
6 certification period.

7 A. The District Court may revoke the certificate of a code enforcement officer, in  
8 accordance with Title 4, chapter 5, when it finds that:

9 (1) The code enforcement officer has practiced fraud or deception;

10 (2) Reasonable care, judgment or the application of a duly trained and  
11 knowledgeable code enforcement officer's ability was not used in the  
12 performance of the duties of the office; or

13 (3) The code enforcement officer is incompetent or unable to perform properly  
14 the duties of the office.

15 B. Code enforcement officers whose certificates are invalidated under this  
16 subsection may be issued new certificates provided that they are newly certified as  
17 provided in this section.

18 **7. Other professions unaffected.** This subchapter may not be construed to affect or  
19 prevent the practice of any other profession.

20 **Sec. M-4. 30-A MRSA §4453**, as amended by PL 1997, c. 683, Pt. B, §§16 and  
21 17, is further amended to read:

22 **§4453. Certification for representation in court**

23 The office shall establish certification standards and a program to certify familiarity  
24 with court procedures for the following individuals:

25 **1. Code enforcement officers.** Code enforcement officers as set forth in sections  
26 4451 and 4452 and Title 38, section 441;

27 **2. Plumbing inspectors.** Plumbing inspectors as set forth in sections 4221 and  
28 4451;

29 **3. Department of Environmental Protection.** Department of Environmental  
30 Protection employees as set forth in Title 38, section 342, subsection 7; and

31 **4. Maine Land Use Regulation Commission.** Maine Land Use Regulation  
32 Commission employees as set forth in Title 12, section 685-C, subsection 9; and

33 ~~**5. Humane agents and state veterinarians.** Humane agents and state veterinarians  
34 as set forth in Title 7, section 3909, subsection 2.~~



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**SUMMARY**

**PART M**

This Part does the following.

It removes the requirement that a municipality must hire a certified code enforcement officer and places the certification requirement on the individual.

It institutes a fee for individuals seeking code enforcement office training and certification from the Executive Department, State Planning Office and removes General Fund support of such training.

It clarifies that the State Planning Office's rules for training and certification of code enforcement officers under the Maine Revised Statutes, Title 30-A, section 4451 are routine technical rules and removes the requirement that the office establish certification standards for humane agents and state veterinarians.

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**PART R**

**Sec. R-1. Calculation and transfer; General Fund salary savings.**  
Notwithstanding any other provision of law, the State Budget Officer shall calculate the amount of savings in the Statewide Salary Adjustment account in Part A that applies against each General Fund account in the Executive Branch Departments and Independent Agencies - Statewide program from not granting a 4% salary increase effective January 1, 2009 to unclassified employees whose salaries are subject to the Governor's adjustment or approval. The State Budget Officer shall transfer the savings by financial order upon approval of the Governor. These transfers are considered adjustments to appropriations in fiscal years 2009-10 and 2010-11.

**SUMMARY**

**PART R**

This Part requires the State Budget Officer to calculate the savings from not granting a 4% salary increase effective January 1, 2009 to unclassified employees whose salaries are subject to the Governor's adjustment or approval. It authorizes the transfer of the savings by financial order; these transfers are considered adjustments to appropriations in fiscal years 2009-10 and 2010-11.

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**PART Y**

**Sec. Y-1. Retirement incentive.** The Commissioner of Administrative and Financial Services is authorized to offer a retirement incentive program to employees who are eligible to retire and who have reached their normal retirement age on or before July 1, 2009. Employees choosing to participate in this retirement incentive program must make application for participation in the manner specified by the commissioner between July 1, 2009 and August 15, 2009, with retirements effective August 31, 2009.

**Sec. Y-2. Calculation and transfer of funds; General Fund; retirement incentive program.** Notwithstanding the Maine Revised Statutes, Title 5, section 1585 or any other provision of law, the State Budget Officer shall calculate the amount of savings in the Statewide Retirement Incentive account in Part A that applies against each General Fund account for departments and agencies statewide that have occurred as a result of the retirement incentive program authorized in section 1. The State Budget Officer shall transfer the savings by financial order upon approval of the Governor. These transfers are considered adjustments to appropriations in fiscal years 2009-10 and 2010-11.

**Sec. Y-3. Disposition of authorized positions vacated by retiring employees.** Positions vacated by employees choosing to participate in the retirement incentive program authorized in section 1 must remain vacant from August 1, 2009 to June 30, 2011. Upon approval of the State Budget Officer, a vacated position may be filled to meet operational needs as long as a different position that achieves comparable savings within the same fund is identified.

**SUMMARY**

**PART Y**

This Part authorizes the Commissioner of Administrative and Financial Services to implement a new employee retirement incentive program designed to encourage employees who are otherwise eligible to retire to do so. It requires the State Budget Officer to calculate the savings and transfer the amounts by financial order upon approval of the Governor. It requires that the vacated positions remain vacant from August 1, 2009 to June 30, 2011.

1 **PART Z**

2 **Sec. Z-1. Voluntary employee incentive programs.** Notwithstanding the  
3 Maine Revised Statutes, Title 5, section 903, subsections 1 and 2, the Commissioner of  
4 Administrative and Financial Services shall offer for use prior to July 1, 2011 special  
5 voluntary employee incentive programs for state employees, including a 50% workweek  
6 option, flexible position staffing and time off without pay. Employee participation in a  
7 voluntary employee incentive program is subject to the approval of the employee's  
8 appointing authority.

9 **Sec. Z-2. Continuation of health insurance.** Notwithstanding the Maine  
10 Revised Statutes, Title 5, section 285, subsection 7 and section 903, the State shall  
11 continue to pay health and dental insurance benefits for state employees who apply prior  
12 to July 1, 2011 to participate in a voluntary employee incentive program under section 1  
13 based upon the scheduled workweek in effect prior to the employee's participation in the  
14 voluntary employee incentive program.

15 **Sec. Z-3. Continuation of group life insurance.** Notwithstanding the Maine  
16 Revised Statutes, Title 5, sections 903 and 18056 and the rules of the Maine Public  
17 Employees Retirement System, the life, accidental death and dismemberment,  
18 supplemental and dependent insurance amounts for a state employee who applies prior to  
19 July 1, 2011 to participate in a voluntary employee incentive program under section 1 are  
20 based upon the scheduled hours of the employee prior to the employee's participation in  
21 the voluntary employee incentive program.

22 **Sec. Z-4. General Fund savings.** Notwithstanding the Maine Revised Statutes,  
23 Title 5, section 1585, the State Budget Officer shall transfer the General Fund savings  
24 resulting from the voluntary employee incentive programs under section 1 to the General  
25 Fund Compensation and Benefit Plan account in the Department of Administrative and  
26 Financial Services. The State Budget Officer shall submit to the joint standing committee  
27 of the Legislature having jurisdiction over appropriations and financial affairs a report of  
28 the transferred amounts no later than January 15, 2011.

29 **Sec. Z-5. Lapsed balances.** Notwithstanding any other provision of law,  
30 \$350,000 in fiscal year 2009-10 and \$350,000 in fiscal year 2010-11 of savings identified  
31 from the voluntary employee incentive programs in this Part lapse to the General Fund.  
32

**Fiscal Note**

	<b>FY 2009-10</b>	<b>FY 2010-11</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>
<b>Transfers</b>				
<b>General Fund</b>	\$350,000	\$350,000	\$0	\$0

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**SUMMARY**

**PART Z**

This Part continues the voluntary employee incentive program during the 2010-2011 biennium and recognizes the resulting savings. It provides for the lapsing of \$350,000 in savings to the General Fund in both fiscal years 2009-10 and 2010-11.

1 **Be it enacted by the People of the State of Maine as follows:**

2 **PART AA**

3 **Sec. AA-1. Calculation and transfer; attrition savings.** The attrition rate for  
4 the 2010-2011 biennium is increased from 1.6% to 5.0%. Notwithstanding any other  
5 provision of law, the State Budget Officer shall calculate the amount of savings identified  
6 in the Statewide Attrition account within the Department of Administrative and Financial  
7 Services in Part A that applies against each General Fund account for all departments and  
8 agencies statewide and shall transfer the amounts by financial order upon the approval of  
9 the Governor. These transfers are considered adjustments to appropriations in fiscal  
10 years 2009-10 and 2010-11.

11 **SUMMARY**

12 **PART AA**

13 This Part recognizes projected additional Personal Services savings in the Statewide  
14 Attrition account within the Department of Administrative and Financial Services for  
15 General Fund departments and agencies statewide from an increase in the attrition rate  
16 from 1.6% to 5.0 % for the 2010-2011 biennium. It authorizes the State Budget Officer  
17 to transfer funds and adjust the appropriations to the affected departments and agencies.

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**PART GG**

**Sec. GG-1. 5 MRSA §285, sub-§7**, as amended by PL 2001, c. 439, Pt. XX, §5 and PL 2003, c. 20, Pt. OO, §2 and affected by §4, is further amended to read:

**7. Payment by State.** Except as otherwise provided in this subsection, the State, through the commission, shall pay ~~100% of only~~ the employee's share of the individual premium for the standard plan identified and offered by the commission ~~and available to the employee as authorized by the commission, except for~~ as follows: If the employee's annual salary is less than \$50,000, the State shall pay 100% of the premium; if the employee's annual salary is \$50,000 or more and less than \$90,000, the State shall pay 95% of the premium; and if the employee's annual salary is \$90,000 or more, the State shall pay 90% of the premium. For Legislators, ~~for whom~~ the State shall pay 50% of the health plan premium for dependent coverage. For any person appointed to a position after November 1, 1981 who is employed less than full time, the State shall pay a share of the employee's share reduced pro rata to reflect the reduced number of work hours. The State may not pay any portion of the health plan premium for a blind person eligible for the group health plan under subsection 1, paragraph H or for a licensed foster parent eligible for the group health plan under subsection 1, paragraph I.

For persons who were first employed before July 1, 1991, the State shall pay 100% of only the retiree's share of the premiums for the standard plan identified and offered by the commission and available to the retiree, as authorized by the commission for persons who were previously eligible for this health plan pursuant to subsection 1, paragraph A and who have subsequently become eligible pursuant to subsection 1, paragraph G.

For persons who were first employed by the State after July 1, 1991, the State shall pay a pro rata share portion of only the retiree's share of the premiums for the standard plan identified and offered by the commission and available to the retiree, as authorized by the commission for persons who were previously eligible for this health plan pursuant to subsection 1, paragraph A and who have subsequently become eligible pursuant to subsection 1, paragraph G based on the total number of years of participation in the group health plan prior to retirement as follows:

Years of Participation	State Portion
10 or more years	100% group health plan premium
9 but less than 10 years	90% group health plan premium
8 but less than 9 years	80% group health plan premium
7 but less than 8 years	70% group health plan premium
6 but less than 7 years	60% group health plan premium
5 but less than 6 years	50% group health plan premium
Less than 5 years	No contribution

Pursuant to Title 20-A, section 12722, subsection 5, this subsection applies to participants in the defined contribution plan offered by the Maine Community College System Board of Trustees under Title 20-A, section 12722.

**Sec. GG-2. Calculation and transfer; General Fund; health insurance savings.** Notwithstanding any other provision of law, the State Budget Officer shall

1 calculate the amount of savings in the Statewide Health Insurance account, Department of  
2 Administrative and Financial Services, in Part A that applies against each General Fund  
3 account for departments and agencies statewide from savings in health insurance in  
4 accordance with section 1 of this Part. The State Budget Officer shall transfer the savings  
5 by financial order upon approval of the Governor. These transfers are considered  
6 adjustments to appropriations in fiscal years 2009-10 and 2010-11.

7 **SUMMARY**

8 **PART GG**

9 This Part changes the portion of the employee health insurance premium that is paid  
10 by the State for employees earning over \$50,000 annually. The state share will decline  
11 from 100% to 95% for employees earning between \$50,000 and \$90,000 yearly and to  
12 90% for employees earning \$90,000 or more each year. It requires the State Budget  
13 Officer to transfer the resulting savings to the General Fund by financial order upon  
14 approval of the Governor.



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**PART II**

**Sec. II-1. Transfer from General Fund undedicated revenue for fiscal years 2009-10 and 2010-11; payroll and position management system.**  
Notwithstanding any other provision of law, the State Controller may transfer from excess General Fund revenue up to \$750,000 each year of undedicated revenue above the budgeted state cost allocation program revenue estimate for fiscal year 2009-10 and fiscal year 2010-11 to the Office of Information Technology Internal Service Fund, on or before June 30th of each of those fiscal years, as partial funding toward the development and implementation of a payroll and position management system that is compliant with current federal Internal Revenue Service reporting requirements and accounting standards.

**SUMMARY**  
**PART II**

This Part authorizes the transfer of up to \$750,000 from excess General Fund revenue above the budgeted state cost allocation program revenue estimate in each of fiscal years 2009-10 and 2010-11 to the Office of Information Technology Internal Service Fund as partial funding for the development and implementation of an improved payroll and position management system.

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**PART PP**

**Sec. PP-1. 30-A MRSA §2202, sub-§2** is enacted to read:

**2. Municipal service administration.** "Municipal service administration" means the centralized provision of personnel, payroll, accounting, contracting, purchasing and any other financial management and human resources services and related functions.

**Sec. PP-2. 30-A MRSA §2202, sub-§3** is enacted to read:

**3. Municipality.** "Municipality" means a municipality as defined in section 2001, subsection 8 or a plantation.

**Sec. PP-3. 30-A MRSA §2202, sub-§4** is enacted to read:

**4. Regional school unit.** "Regional school unit" means a school unit formed under Title 20-A, chapter 103-A.

**Sec. PP-4. 30-A MRSA §2208** is enacted to read:

**§2208. Municipal cost savings**

**1. Agreements authorized.** Any municipality may enter into an agreement with a regional school unit under this chapter for the purpose of achieving cost savings through municipal service administration.

**2. Commission establishment.** On their own initiative, or on the written petition of a number of voters equal to at least 20% of the number of votes cast in the municipality at the last gubernatorial election, the municipal officers may establish a commission of municipal residents to review the benefits of entering into an agreement as described in subsection 1. The municipal officers may request that the officers of any other municipality or regional school unit appoint a number of its residents to the commission.

**3. Property tax reduction fund authorized.** A municipality participating in an agreement for municipal service administration authorized by this section may establish a property tax reduction fund, referred to in this section as "the fund," as a dedicated, special revenue account. If the fund is established:

**A.** The municipality's financial officer shall place into the fund money from cost savings to the municipality as a result of entering into an agreement under subsection 1 and funds granted under chapter 231;

**B.** The fund must be held separate and apart from all other money, funds and accounts;

**C.** Eligible investment earnings credited to the assets of the fund become part of the assets of the fund; and

**D.** Money in the fund does not lapse but is carried forward for the purposes of this section.

1 Each year, the municipal officers may apply money in the fund to the reduction of the  
2 property tax assessment mill rate or to a municipal property tax assistance program  
3 adopted under Title 36, chapter 907-A.

4 **Sec. PP-5. 30-A MRSA §5681, sub-§3**, as amended by PL 2005, c. 266, §1, is  
5 further amended to read:

6 **3. Revenue-sharing funds.** To strengthen the state-municipal fiscal relationship  
7 pursuant to the findings and objectives of subsection 1, there is established the Local  
8 Government Fund. To provide additional support for municipalities experiencing a  
9 higher-than-average property tax burden, there is established the Disproportionate Tax  
10 Burden Fund. ~~To assist support those municipalities that collaborate with other~~  
11 ~~municipalities, counties or state agencies to obtain savings in the cost of delivering local~~  
12 ~~and regional governmental services enter into agreements under section 2208~~ there is  
13 established the Fund for the Efficient Delivery of Local and Regional Administration  
14 Services, which is administered pursuant to chapter 231.

15 **Sec. PP-6. 30-A MRSA §5681, sub-§5-B**, as amended by PL 2007, c. 240, Pt.  
16 NNN, §1, is repealed and the following enacted in its place:

17 **5-B. Fund for the Efficient Delivery of Local and Regional Administration**  
18 **Services.** For the months beginning on or after July 1, 2004 and before the distributions  
19 required by subsections 4-A and 4-B, 2% of all receipts transferred each month pursuant  
20 to subsection 5 must be deposited in the Fund for the Efficient Delivery of Local and  
21 Regional Administration Services, as established in subsection 3, and distributed to those  
22 municipalities that enter into an agreement for municipal service administration under  
23 section 2208 and apply and are successfully reviewed under chapter 231. Any amounts  
24 transferred to the Fund for the Efficient Delivery of Local and Regional Administration  
25 Services in excess of \$500,000 in fiscal year 2009-10 and \$1,000,000 in fiscal year 2010-  
26 11 must be transferred to General Fund undedicated revenue.

27 **Sec. PP-7. 30-A MRSA §6201**, as enacted by PL 2005, c. 266, §2, is amended to  
28 read:

29 **§6201. Definitions**

30 As used in this chapter, unless the context otherwise indicates, the following terms  
31 have the following meanings.

32 **1. Commissioner.** "Commissioner" means the Commissioner of Administrative and  
33 Financial Services.

34 **2. Cooperative services grant.** "Cooperative services grant" means a grant award  
35 from the fund pursuant to section 6208 ~~to cover eligible costs of a qualifying project.~~

36 **3. Department.** "Department" means the Department of Administrative and  
37 Financial Services.

38 **4. Eligible applicant.** "Eligible applicant" means a municipality, ~~county or regional~~  
39 ~~government subdivision~~ as defined in section 2202, subsection 3.

1            **5. Eligible costs.** "Eligible costs" means the actual and direct expenses incurred in  
2 implementing a cooperative services grant or a planning grant awarded under section  
3 6208, including expenses incurred in connection with the following activities for  
4 cooperative services grants and planning grants:

5            A. Eligible costs for a planning grant include the expense of:

6                    (1) Studies to examine alternative methods of achieving collaboration, including  
7 those adopted by other municipalities;

8                    (2) Cost-benefit studies; and

9                    (3) Facilitation of community meetings and public outreach and education.

10           B. Eligible costs for a cooperative services grant includes the expense of:

11                    (1) Execution and implementation of an interlocal agreement under chapter 115,  
12 a tax base sharing arrangement or another regional government mechanism for  
13 achieving collaboration;

14                    (2) Joint strategic planning or comprehensive or capital investment planning;

15                    (3) Public outreach and education;

16                    (4) Collaboration or consolidation of offices or services;

17                    (5) Professional services, such as those provided by attorneys, consultants,  
18 facilitators and architects; and

19                    (6) Administrative services and costs, such as photocopying, printing, telephone  
20 service and travel costs.

21            Administrative and other costs of ongoing operations that would otherwise be budgeted  
22 by a municipality, county or regional government subdivision are not eligible costs.

23            **6. Fund.** "Fund" means the Fund for the Efficient Delivery of Local and Regional  
24 Administration Services established by section 5681, subsection 3.

25            **7. Planning grant.** "Planning grant" means a grant award from the fund pursuant to  
26 section 6208 to cover eligible costs of developing a qualifying project for a cooperative  
27 services grant.

28            **8. Qualifying project.** "Qualifying project" means a project designed to achieve  
29 significant and sustainable savings in the cost of delivering local and regional  
30 governmental services that reduces the demand for property tax revenues through  
31 collaborative approaches to service delivery, enhanced regional delivery systems,  
32 consolidated administrative services, broad-based purchasing alliances and interlocal  
33 agreements.

34            **9. Regional government subdivision.** "Regional government subdivision" means:

35                    A. A regional planning commission or regional council of governments established  
36 under chapter 119; or

37                    B. A legal entity created by interlocal agreement pursuant to chapter 115.

1           **10. Regional school unit.** "Regional school unit" means a school unit formed under  
2 Title 20-A, chapter 103-A.

3           **Sec. PP-8. 30-A MRSA §6204**, as amended by PL 2007, c. 662, §4, is further  
4 amended to read:

5           **§6204. Uses of fund**

6           Except as otherwise provided by this section and section 5681, subsection 3, the fund  
7 is available solely for cooperative services grants ~~for qualifying projects~~. The department  
8 may use the fund to cover its costs of administration, ~~including contracting for services to~~  
9 ~~administer the grants.~~

10           Grant funds may not be used for reimbursement of costs or expenses incurred prior to  
11 an award from the fund. ~~A maximum of 10% of the value of grant funds available during~~  
12 ~~any year may be awarded for planning grants.~~

13           **Sec. PP-9. 30-A MRSA §6205**, as enacted by PL 2005, c. 266, §2, is amended to  
14 read:

15           **§6205. Eligibility; intergovernmental cooperation**

16           In accordance with the request for ~~proposals~~ applications issued by the department  
17 under section 6209, an eligible applicant may apply for ~~a planning grant or a cooperative~~  
18 ~~services grant from the fund. In order to be eligible for a planning grant or a cooperative~~  
19 ~~services grant, an eligible applicant must demonstrate in its application that the project for~~  
20 ~~which it seeks a grant will be undertaken in cooperation with one or more municipalities,~~  
21 ~~counties or regional government subdivisions~~ it has entered into an agreement for  
22 municipal service administration as defined in section 2202, subsection 2; that the parties  
23 are among the entities described in section 2208, subsection 1; and other related factors in  
24 accordance with a request for applications issued by the department under section 6209.

25           ~~An eligible applicant may contract with nongovernmental organizations and~~  
26 ~~individuals for the purpose of carrying out projects supported by the fund.~~

27           ~~In applying for a cooperative services grant, an eligible applicant must specify the~~  
28 ~~type of qualifying project for which assistance is sought and how the project will reduce~~  
29 ~~demand for property tax revenues.~~

30           **Sec. PP-10. 30-A MRSA §6206**, as amended by PL 2007, c. 662, §5, is repealed.

31           **Sec. PP-11. 30-A MRSA §6207, sub-§1**, as enacted by PL 2005, c. 266, §2, is  
32 repealed.

33           **Sec. PP-12. 30-A MRSA §6207, sub-§2**, as enacted by PL 2005, c. 266, §2, is  
34 amended to read:

35           **2. Cooperative services grants.** In evaluating ~~and ranking~~ each application for a  
36 cooperative services grant, the review panel established under section 6208 shall consider  
37 ~~the aggregate reduction in the demand for property tax revenue in the geographical region~~

1 covered by the municipalities, counties and regional government subdivisions  
2 cooperating in the qualifying project, the chance of success of the project and the ability  
3 to replicate the efficiency achieved by the project in other regions; whether the  
4 application contains an agreement for municipal service administration as defined in  
5 section 2202, subsection 2 and the parties are among the entities described in section  
6 2208, subsection 1, whether the application projects realistic cost savings, whether the  
7 agreement contains sufficient and timely implementation provisions and other related  
8 factors in accordance with a request for ~~proposals~~ applications issued by the department  
9 under section 6209.

10 **Sec. PP-13. 30-A MRSA §6208, sub-§1, ¶D**, as enacted by PL 2005, c. 266, §2,  
11 is amended to read:

12 D. One representative of a ~~county or regional government subdivision~~ school unit  
13 recommended by a statewide organization representing ~~counties or regional service~~  
14 ~~providers~~ school units, appointed by the Governor;

15 **Sec. PP-14. 30-A MRSA §6208, sub-§2**, as enacted by PL 2005, c. 266, §2, is  
16 amended to read:

17 **2. Review panel duties.** The review panel established in subsection 1 shall:

18 A. Determine whether each eligible applicant for a cooperative services grant ~~or~~  
19 ~~planning grant~~ meets the eligibility criteria under section 6205 and provide written  
20 notice to that applicant of its eligibility determination; and

21 B. In accordance with the request for ~~proposals~~ applications issued under section  
22 6209, review ~~and rank proposals~~ applications from applicants eligible for cooperative  
23 services grants ~~and planning grants~~ under section 6205 against the funding criteria  
24 defined in section 6207 and award cooperative services grants ~~or planning grants to~~  
25 ~~proposals~~ for applications that best meet the funding criteria in section 6207 subject  
26 to availability of funding. Grants must be distributed to successful applicants based  
27 on the formula set forth in section 5681, subsection 4-A.

28 Prior to issuing the request for ~~proposals~~ applications as provided in section 6209, the  
29 department shall consult with the review panel, which may suggest criteria for  
30 consideration by the department.

31 **Sec. PP-15. 30-A MRSA §6209**, as enacted by PL 2005, c. 266, §2, is repealed  
32 and the following enacted in its place:

33 **§6209. Request for applications**

34 No later than November 1st of each year, the department shall issue a request for  
35 applications in accordance with the Bureau of General Services Rules, Chapter 110 that  
36 includes the schedules and deadline for submission of applications for the purposes of  
37 section 5681, subsection 5-B and action on applications for grants under this chapter;  
38 procedures for reviewing those applications; and procedures and information  
39 requirements related to application submissions. The department shall provide reasonable  
40 notice to all eligible applicants about the availability of the fund and the solicitation of  
41 grant applications.

1           **Sec. PP-16. 30-A MRSA §6210, sub-§2**, as enacted by PL 2005, c. 266, §2, is  
2 amended to read:

3           **2. Describe barriers or incentives.** Describe any barriers to or incentives for  
4 ~~regionalization~~ formation of agreements for municipal service administration as defined  
5 in section 2202, subsection 2 identified by the department through its administration of  
6 the fund;

7           **Sec. PP-17. 30-A MRSA §6210, sub-§4**, as enacted by PL 2005, c. 266, §2, is  
8 amended to read:

9           **4. Describe effect.** Describe the effect of the grants awarded, ~~including the success~~  
10 ~~of regional efforts and the amount of documented and anticipated property tax savings.~~

11           **Sec. PP-18. Maine Revised Statutes headnote amended; revision clause.**  
12 In the Maine Revised Statutes, Title 30-A, chapter 231, in the chapter headnote, the  
13 words "fund for the efficient delivery of local and regional services" are amended to read  
14 "fund for the efficient delivery of local and regional administration services" and the  
15 Revisor of Statutes shall implement this revision when updating, publishing or  
16 republishing the statutes.

17

**Fiscal Note**

	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
<b>Revenue</b>				
<b>General Fund</b>	\$0	(\$500,000)	(\$2,409,412)	(\$2,503,830)
<b>Other Special Revenue</b>	\$0	\$500,000	\$2,409,412	\$2,503,830

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**SUMMARY**

19

**PART PP**

20           This Part does the following.

21           It establishes municipal service administration as a specific purpose of cooperative  
22 agreements among municipalities and regional school units. The Part authorizes the  
23 municipal establishment of a property tax reduction fund made up of cost savings derived  
24 from implementing a municipal service administration agreement. Municipal service  
25 administration is the centralized provision of personnel, payroll, accounting, contracting,  
26 purchasing and any other financial management and human resources services and related  
27 functions.

28           It continues the diversion of broad-based tax revenues into a fund for efficient  
29 delivery of municipal services, but brings the focus to delivery of administration services.

30           It promotes the effective and efficient use of funds provided to municipalities from  
31 broad-based taxes and discourages use of these tax revenues in support of excess  
32 administration costs by encouraging municipalities to submit applications for grants for  
33 agreements for municipal service administration.

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**PART TT**

**Sec. TT-1. Consolidation of statewide information technology functions, systems and funding to improve efficiency and cost-effectiveness.** The Chief Information Officer shall review the current organizational structure, systems and operations of information technology units to improve organizational efficiency and cost-effectiveness. The Chief Information Officer is authorized to manage and operate all information technology systems in the executive branch and to approve all information technology expenditures from a consolidated account. Notwithstanding any other provision of law, the State Budget Officer shall transfer position counts and available balances by financial order upon approval of the Governor to the Department of Administrative and Financial Services, Office of Information Technology for the provision of those services. These transfers are considered adjustments to authorized position count, appropriations and allocations in fiscal years 2009-10 and 2010-11.

Notwithstanding any other provision of law, the Chief Information Officer or the Chief Information Officer's designee shall provide direct oversight and management over statewide technology services and oversight over the technology personnel assigned to information technology services. The Chief Information Officer is authorized to identify savings and position eliminations to the General Fund and other funds from efficiencies to achieve the savings identified in Part A of this Act.

**SUMMARY**  
**PART TT**

This Part does the following.

It requires the Chief Information Officer to review the current structure for the delivery of information technology across the executive branch with the objective of further improving organizational efficiency and cost-effectiveness and authorizes the Chief Information Officer to manage and operate all executive branch information technology systems from a consolidated account.

The State Budget Officer is authorized to transfer position counts and savings arising from the implementation of organizational improvements by financial order, upon approval of the Governor, to the Department of Administrative and Financial Services, Office of Information Technology consolidated account for the provision of those services. These transfers are considered adjustments to authorized position count, appropriations and allocations in fiscal years 2009-10 and 2010-11.



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**PART UU**

**Sec. UU-1. Calculation and transfer; General Fund; central services savings.** Notwithstanding any other provision of law, the State Budget Officer shall calculate the amount of savings in Part A in the Statewide Central Services account, Department of Administrative and Financial Services that applies against each General Fund account for departments and agencies statewide as a result of improvements in contracting with vendors and the use of procurement cards. The State Budget Officer shall transfer the savings by financial order upon approval of the Governor. These transfers are considered adjustments to appropriations in fiscal years 2009-10 and 2010-11.

**SUMMARY**

**PART UU**

This Part requires the State Budget Officer to calculate the savings as a result of improvements in contracting with vendors and the use of procurement cards. The State Budget Officer shall transfer the savings by financial order upon approval of the Governor. These transfers are considered adjustments to appropriations in fiscal years 2009-10 and 2010-11.