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STATE OF MAINE

ONE HUNDRED AND TWENTY-FOURTH LEGISLATURE

COMMITTEE ON STATE AND LOCAL GOVERNMENT

January 14, 2009

To: Senator Bill Diamond, Senate Chair  
Representative Emily Cain, House Chair  
Joint Standing Committee on Appropriations and Financial Affairs

From: Senator Deborah Simpson, Senate Chair *DS*  
Representative Stephen Beaudette, House Chair *SRB*  
Joint Standing Committee on State and Local Government

Re: Recommendations to the Appropriations and Financial Affairs Committee for LD 45

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The State and Local Government Committee completed its deliberations on the supplemental budget, LD 45.

The Committee voted unanimously to accept the budget requests for the Department of Audit, the Executive Department including the State Planning Office, and the Office of the Treasurer.

The Committee voted unanimously on all budget requests for the Department of Administrative and Financial Services except for the language in Part D. Senators Simpson and Courtney, and Representatives Beaudette, Boland, Willette and Joy voted to include the language. However, Representatives Hayes and Cotta oppose the lapsing of over \$2 million dollars from the Capital Construction Reserve Fund to the General Fund given the dire and growing need for renovation and maintenance in state buildings. The suggestion in the minority report is that the transfer from the Maine Budget Stabilization Fund should be increased from \$45 million to \$47 million in order to replenish the Capital Construction Reserve Fund.

Also related to the Budget Stabilization Fund, Senator Courtney believes that the federal medical assistance percentages (FMAP) projections used by the Administration are conservative. Senator Courtney suggests that language should be added to LD 45 that would require any increase in the federal match for MaineCare received by the state – if that match is retroactive to October 1 – then up to \$45 million of that increased funding should be used to replace the transfer from the Budget Stabilization Fund.

The majority of the Committee voted to reject the cut to the Maine Rural Water Association. We urge you to find this extra \$4,300 from the General Fund or further tap the Maine Budget Stabilization Fund. Although this proposed cut is small, the majority of the Committee is concerned that rural communities will be at risk of water and waste water problems that cannot be solved. Rural Mainers may face enormous expenses and state agencies may be impacted if they are required to solve these problems in the future. Senator Simpson and Representatives Beaudette, Boland, Hayes and Willette voted to reject this budget cut; Representatives Joy and Cotta voted to accept the cut as proposed in the budget.

The Committee voted unanimously to accept the budget recommendations for the Office of the Secretary of State related to the Help America Vote Act of 2002 (#665 – P139 and Part R).

The Committee also spent time working with the Secretary of State on his request to fund the reclassification of two employees within Archives. The initiative in #664 – P138 proposes to eliminate a position in Archives resulting in savings of \$33,902. As you know, at the joint work session, an additional request was made for \$17,955 in personal services to fund the reclassifications. (The Secretary of State had intended to use savings from the vacant position – now eliminated – to fund those reclassifications.) Secretary Dunlap has now identified sources within Archives to fund those reclassifications and that information is attached in an email from Deputy Redmond. This updated recommendation was accepted unanimously by the Committee.

The Secretary of State has requested that the savings identified in #666 – P139 (managing vacant positions) be retained by his office to fund the additional costs associated with the June 2007 special referendum election and the increase in postage and printing costs associated with the November 2008 general election and referendum. These costs total \$125,000 (slightly more than the savings in the initiative). The Committee is very concerned that the Administration has chosen not to fund elections particularly because this means that the State cannot pay the vendors printing the ballots; this is a large loss for a business to take on behalf of the State. The Legislature clearly intended for these election costs to be funded (PL 2007 c. 39, Part H) and that intention should be abided by. Elections are clearly fundamental to a democratic society and they should be funded appropriately. The Committee was unanimous in its support of the Secretary of State's request to fund these election costs. Those present to vote on this issue were: Senator Simpson, Representatives Beaudette, Schatz, Boland, Hayes, Willette, Joy and Cotta.

cc: Pat Norton, Director, Office of Policy and Legal Analysis  
Maureen Dawson, Principal Analyst, Office of Fiscal and Program Review



STATE OF MAINE

OFFICE  
OF THE  
SECRETARY OF STATE

MATTHEW DUNLAP  
SECRETARY OF STATE

MEMORADUM

**To:** Joint Standing Committee on Appropriations and Financial Affairs  
Joint Standing Committee on State and Local Government

**From:** Matthew Dunlap, Secretary of State

**Date:** January 12, 2009

**Subj:** Information for Work Session on LD 45 "An Act to Make Supplemental Appropriations and Allocations for the Expenditures of State Government and to Change Certain Provisions of the Law Necessary to the Proper Operations of State Government of the Fiscal Year Ending June 30, 2009."

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The initiatives for the Department of the Secretary of State can be found on page 138, line 29 of LD 45. All spending reductions for the department were in response to the curtailment order issued by the Executive Branch.

1. The first initiative; **elimination of the Division Director of Archives Services** will require 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.

- The incumbent retired from state government on January 1, 2009.
- The department's intent was to downgrade this position to self-fund one approved reclassification and one approved range change within the Archives. There is not sufficient funding in All Other within the State Archives to self fund these personnel actions.
- **To meet this obligation, the department is requesting an additional \$17,955.00 in Personal Services in FY09.**
- **This is a one-time cost to cover retro costs. The salary increases will be an ongoing cost.**

2. The second initiative; **provide funding for the federal Help America Vote Act of 2002** will ensure that the state is eligible to receive \$575,000 in federal matching funds to continue with the implementation of HAVA.

- This will be accomplished through language in **Part R, page 169**, which allows a transfer of \$30,268 from the unappropriated surplus of the General Fund to the Help America Vote Act account.
- **This is a one-time cost.**

3. The third and last initiative; **reduces funding by managing vacant positions**, results in keeping 4 positions vacant through fiscal year 2009; 2 positions at the Bureau of Corporations, Elections and Commission and 2 positions in the Central office for a savings of \$104,004.

- Vacant positions: 1 Secretary Associate, 1 Cust. Rep. Assoc II and 2 Deputy Secretaries of State
- Duties will be assigned to other staff members resulting in delayed responses to election inquiries, press calls, and managing constituent services.

The department is requesting that the savings generated by holding these positions vacant be used to fund the additional costs associated with the June 2007 special referendum election and the increase in postage and printing costs associated with the November 2008 General/Referendum election. The shortfall in All Other for fiscal year 2009 is approximately \$125,000.

- June 2007 - \$90,000. **This is a one-time cost**
- November 2008 - \$35,000. **This is an on-going cost and additional funding was included in our FY10/11 budget request.**

I would be happy to answer any questions you may have at this time.

**Miller, Rhonda**

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**From:** Redmond, Barbara  
**Sent:** Wednesday, January 14, 2009 1:55 PM  
**To:** Broome, Anna; Miller, Rhonda  
**Cc:** Dunlap, Matthew; Cheever, David  
**Subject:** Funding for Archives Reclass Request in Supplemental

Hi Anna & Rhonda,

We've talked with the State Archivist and have identified funding sources for the range change and reclassification.

**Administration - Archives 0050**

Reduce All Other in Account 010 29C 0050 01	\$ 5,000
Transfer from Account 014 29C 0050 01	<u>12,955</u>

**Total** **\$17,955**

**Impact:** Reducing All Other funds by \$5,000 will require the agency to defer purchases of supplies and equipment and delay or reduce payments on on-going operations charges for the balance of the fiscal year. The transfer of \$12,955 from the dedicated account (014) likewise defers purchases for materials related to our publications, including the on-line store and over-the-counter purchase and lease orders. The dedicated account funds equipment and materials for Archives photography, document reproductions, matting, and framing and exhibiting.

If you need additional information, please let me know.

My best,  
Barbie

Barbara A. Redmond  
Chief Deputy Secretary of State  
Office of the Secretary of State  
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**Public Law**  
123rd Legislature  
First Regular Session  
Chapter 39  
S.P. 640 - L.D. 1796

**An Act To Authorize Bond Issues for Ratification by the Voters  
for the June and November 2007 Elections and the June 2008  
Election and To Transfer Certain Funds**

**PART H**

**Sec. H-1. Transfer of funds.** Notwithstanding any other provision of law, the State Budget Officer may transfer by financial order in fiscal year 2006-07 any unexpended balance of Personal Services to All Other in the Department of the Secretary of State, Bureau of Administrative Services and Corporations for expenses associated with the special statewide election to be held in June 2007 pursuant to this Act.

**Emergency clause.** In view of the emergency cited in the preamble, this legislation takes effect when approved.

Effective April 10, 2007, unless otherwise indicated.

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

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

Administration - Human Resources 0038

All of DAFS (except language)  
OTP 8-0

Initiative: Provides funding to cover unanticipated leased space expenses.

(Simpson, Courtney, Beaudette, Boland, Meyer, Willette, Jay, Cotta)

Ref. #: 101 - P1

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	\$55,600	\$0	\$0
GENERAL FUND TOTAL	\$55,600	\$0	\$0

Justification:

In FY08 the Bureau of Employee Relations consolidated into the Bureau of Human Resources and relocated from rented office space to the State Office Building. Lease Space Management has been unable to find a tenant and monies are needed to pay lease costs until a tenant is found.

Buildings and Grounds Operations 0080

Initiative: Adjusts funding for anticipated changes in heating fuel costs.

Ref. #: 102 - P2

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	\$2,130,571	\$0	\$0
GENERAL FUND TOTAL	\$2,130,571	\$0	\$0

Justification:

This request increases the baseline budget to reflect anticipated fuel expenditures based on FY08 usage and current fuel prices.

Buildings and Grounds Operations 0080

Initiative: Adjusts funding for anticipated changes in utility costs.

Ref. #: 103 - P2

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	(\$24,131)	\$0	\$0
GENERAL FUND TOTAL	(\$24,131)	\$0	\$0

Justification:

Utility rates were negotiated at a lower than budgeted rate which will result in savings.

**Buildings and Grounds Operations 0080**

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

Ref. #: 104 - P2

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

REAL PROPERTY LEASE INTERNAL SERVICE FUND	2008-09	2009-10	2010-11
All Other	\$653,062	\$0	\$0
REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL	<u>\$653,062</u>	<u>\$0</u>	<u>\$0</u>

**Justification:**

Provides additional allocation for current contractual agreements which increase yearly due to cost escalators, utility cost increases and changes in the amount of space being leased.

**Buildings and Grounds Operations 0080**

Initiative: Reduces funding from savings through the management of position vacancies. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 105 - P2

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	(\$114,000)	\$0	\$0
GENERAL FUND TOTAL	<u>(\$114,000)</u>	<u>\$0</u>	<u>\$0</u>

**Justification:**

The imposition of stricter constraints on hiring will result in one-time personal services savings in the current fiscal year.

**Buildings and Grounds Operations 0080**

Initiative: Reduces funding by disencumbering a contract with Honeywell for heating, ventilation and air conditioning maintenance. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 106 - P3

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	(\$80,000)	\$0	\$0
GENERAL FUND TOTAL	<u>(\$80,000)</u>	<u>\$0</u>	<u>\$0</u>



**Justification:**

Reduces the amount in the contract for the maintenance of the system that remotely controls the energy and environmental systems for various state facilities, including the buildings of the core Capitol campus. The system needs to be maintained and kept current on an ongoing basis and be in good working order to use energy efficiently in state buildings. The reduced funding will provide for emergency service only for the remainder of the year. The system currently is in good order, so reducing this line to emergency funding only is a reasonable risk for this short period of time.

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

Initiative: Reduces funding for repairs. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 107 - P3

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	(\$14,830)	\$0	\$0
GENERAL FUND TOTAL	(\$14,830)	\$0	\$0

**Justification:**

Unused first quarter All Other allotment for repairs and improvements in state facilities were identified as savings.

**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. #: 108 - P3

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

CENTRAL MOTOR POOL	2008-09	2009-10	2010-11
Personal Services	\$821	\$0	\$0
CENTRAL MOTOR POOL TOTAL	\$821	\$0	\$0

**Justification:**

A reorganization of an Auto Mechanic I position to a Fleet Support Specialist position will provide for easier recruitment.

**Central Services - Purchases 0004**

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

Ref. #: 109 - P3

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

POSTAL, PRINTING AND SUPPLY FUND	2008-09	2009-10	2010-11
All Other	\$65,702	\$0	\$0
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$65,702	\$0	\$0

**Justification:**

Provides additional allocation for two postal inserters at the consolidated postal operation center primarily used by DHHS.

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

Initiative: Provides funding to offset a deappropriation made in Public Law 2007, chapter 539, Part XXX regarding statewide savings for broadcast sponsorships and advertising that will not be achieved.

Ref. #: 111 - P4

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	\$30,000	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

Public Law 2007, chapter 539, Part XXX de-appropriated \$30,000 from the Statewide account for advertising. This initiative provides funding to offset the de-appropriation because the projected savings for broadcast sponsorships and advertising will not be achieved.

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

Initiative: Provides funding to partially offset a deappropriation in Public Law 2007, chapter 539, Part YY regarding efficiency savings involving the natural resources agencies that will not be achieved.

Ref. #: 112 - P4

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

GENERAL FUND	2008-09	2009-10	2010-11
Unallocated	\$65,000	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>\$65,000</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

Public Law 2007, chapter 539, Part YY de-appropriated \$250,000 from the Statewide Efficiencies account. It was projected that \$250,000 in savings could be achieved through the consolidation of the following functions: ministerial licensing and registration; food safety inspection and drinking water and septic systems regulation within and between the Natural Resources agencies and with the Department of Human Services. This initiative provides funding to partially offset the de-appropriation because the total projected savings will not be achieved.

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

Initiative: Offsets a portion of the reduction in position count reflected in Public Law 2007, chapter 653, Part C, section 4 and chapter 672, section 5. Thirty-three positions representing a 21.347 position count were eliminated in Financial Order 004142 F9.

Ref. #: 113 - P4

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

GENERAL FUND	2008-09	2009-10	2010-11
POSITIONS - LEGISLATIVE COUNT	5.000	0.000	0.000

POSITIONS - FTE COUNT	(0.347)	0.000	0.000
GENERAL FUND TOTAL		<u>\$0</u>	<u>\$0</u>

**Justification:**

None provided.

**Information Services 0155**

Initiative: Reduces funding for administrative functions and support of geographic information systems. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 120 - P5

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	(\$192,285)	\$0	\$0
GENERAL FUND TOTAL	<u>(\$192,285)</u>	<u>\$0</u>	<u>\$0</u>

**Justification:**

Cost of administrative functions will be reduced by consolidating procurement and billing functions, establishing blanket contracts, and reducing the number of transactions. In addition, it will reduce the general fund administrative support of the GIS system, relying on fees to maintain basic services only.

**Information Services 0155**

Initiative: Eliminates one Office Assistant II position, one Radio Mechanic position and one Secretary position in the Information Services program; one Public Health Nurse II position in the Workers' Compensation Management Fund Program; and one Secretary position in the Accident - Sickness - Health Insurance program. Savings will be used to offset collective bargaining costs in fiscal year 2008-09.

Ref. #: 121 - P5

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

OFFICE OF INFORMATION SERVICES FUND	2008-09	2009-10	2010-11
POSITIONS - LEGISLATIVE COUNT	(3.000)	0.000	0.000
OFFICE OF INFORMATION SERVICES FUND TOTAL		<u>\$0</u>	<u>\$0</u>

**Justification:**

None provided.

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

Initiative: Provides funding to pay for the retroactive merit increase for one employee and to cover the separation pay of the former commissioner. Funding for this initiative is offset by a deappropriation of Personal Services savings in the Governor's Office.

Ref. #: 122 - P5

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	\$24,000	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>\$24,000</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

Additional funding is needed to cover the retroactive merit increase for one employee and the separation pay of the former commissioner. Additional resources were recognized in the Governor's Office to cover this shortfall.

**State Controller - Office of the 0056**

Initiative: Reduces funding for Personal Services from savings through the management of position vacancies. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 128 - P7

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	(\$50,000)	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>(\$50,000)</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

The imposition of stricter constraints on hiring will result in one-time personal services savings in the current fiscal year.

**Statewide Radio Network System 0112**

Initiative: Reduces funding for debt service in fiscal year 2008-09 due to the delay in the sale of securities for the Statewide Radio Network System. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 129 - P7

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	(\$970,000)	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>(\$970,000)</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

The process of acquiring the Statewide Radio Network System is proceeding more slowly than originally projected resulting in the delay in the projected sale of the 2nd \$10 million in securities from fiscal year 2007-08 to fiscal year 2008-09 with debt service costs being pushed out to fiscal year 2009-10.

**Workers' Compensation Management Fund Program 0802**

Initiative: Eliminates one Office Assistant II position, one Radio Mechanic position and one Secretary position in the Information Services program; one Public Health Nurse II position in the Workers' Compensation Management Fund Program; and one Secretary position in the Accident - Sickness - Health Insurance program. Savings will be used to offset collective bargaining costs in fiscal year 2008-09.

Ref. #: 130 - P7

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

WORKERS' COMPENSATION MANAGEMENT FUND	2008-09	2009-10	2010-11
POSITIONS - LEGISLATIVE COUNT	(1,000)	0.000	0.000
WORKERS' COMPENSATION MANAGEMENT FUND TOTAL		\$0	\$0

**Justification:**

None provided.

**ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF DEPARTMENT TOTALS**

DEPARTMENT TOTALS	2008-09	2009-10	2010-11
GENERAL FUND	\$859,925	\$0	\$0
POSTAL, PRINTING AND SUPPLY FUND	\$65,702	\$0	\$0
CENTRAL MOTOR POOL	\$821	\$0	\$0
REAL PROPERTY LEASE INTERNAL SERVICE FUND	\$653,062	\$0	\$0
DEPARTMENT TOTAL - ALL FUNDS	\$1,579,510	\$0	\$0

**AUDIT, DEPARTMENT OF**

Audit - Departmental Bureau 0067

*OTP 7-0*

*(Simpson, Beaudette, Boland, Hayes, Willette, Jay, Cotta)*

Initiative: Reduces funding by managing vacant positions in fiscal year 2008-09. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 172 - P18

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	(\$74,156)	\$0	\$0
GENERAL FUND TOTAL	(\$74,156)	\$0	\$0

**Justification:**

The use of Personal Services allotment reserves from the first quarter and anticipated reserves resulting from vacant positions in the second, third, and fourth quarters will allow the Department to reduce expenditures to address the Governor's curtailment and continues to provide critical audit services. Savings are from a Principal Auditor and a Staff Auditor position.

AUDIT, DEPARTMENT OF  
DEPARTMENT TOTALS

2008-09                      2009-10                      2010-11

GENERAL FUND

(\$74,156)                      \$0                      \$0

DEPARTMENT TOTAL - ALL FUNDS

(\$74,156)                      \$0                      \$0

EXECUTIVE DEPARTMENT

*All of Executive Dept (except SAs)  
OTP 7-0*

Administration - Executive - Governor's Office 0165

*(Simpson, Courtney, Boland, Beaudette, Hayes, W. (late), Joy)*

Initiative: Reduces funding as a result of savings achieved by managing vacancies. This request is offset by an appropriation in Personal Services in the Office of the Commissioner - Department of Administrative and Financial Services program.

Ref. #: 413 - P67

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

GENERAL FUND

2008-09                      2009-10                      2010-11

Personal Services

(\$24,000)                      \$0                      \$0

GENERAL FUND TOTAL

(\$24,000)                      \$0                      \$0

**Justification:**

The savings achieved will be used to cover the retroactive merit increase for one employee and the cost of separation pay for the former commissioner of the Department of Administrative and Financial Services.

Administration - Executive - Governor's Office 0165

Initiative: Reduces funding by managing vacant positions in fiscal year 2008-09. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 414 - P67

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

GENERAL FUND

2008-09                      2009-10                      2010-11

Personal Services

(\$169,869)                      \$0                      \$0

GENERAL FUND TOTAL

(\$169,869)                      \$0                      \$0

**Justification:**

The imposition of stricter constraints on hiring will result in one-time Personal Services savings in the current fiscal year.

Blaine House 0072

Initiative: Reduces funding by managing vacant positions in fiscal year 2008-09. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 415 - P67

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	(\$24,069)	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>(\$24,069)</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

The imposition of stricter constraints on hiring will result in one-time Personal Services savings in the current fiscal year.

**Planning Office 0082**

*All of SPO*      *OTP 7-0*  
*(Simpson, Beaudette, Boland, Hayes, Willette, Joy, Cotta)*

Initiative: Reduces funding by managing vacant positions in fiscal year 2008-09. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 416 - P68

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	(\$64,000)	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>(\$64,000)</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

The imposition of stricter constraints on hiring will result in one-time Personal Services savings in the current fiscal year.

**Planning Office 0082**

Initiative: Eliminates one Planner II position. Savings will be used to offset collective bargaining costs in fiscal year 2008-09.

Ref. #: 417 - P68

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

OTHER SPECIAL REVENUE FUNDS	2008-09	2009-10	2010-11
POSITIONS - LEGISLATIVE COUNT	(1,000)	0.000	0.000
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>		<b>\$0</b>	<b>\$0</b>

**Justification:**

None provided.

EXECUTIVE DEPARTMENT  
DEPARTMENT TOTALS

2008-09                      2009-10                      2010-11

GENERAL FUND

(\$281,938)                      \$0                      \$0

DEPARTMENT TOTAL - ALL FUNDS

(\$281,938)                      \$0                      \$0

MUNICIPAL BOND BANK, MAINE

*ONTP 5-2  
(Simpson, Beaudette, Boland, Hayes, Willette)*

Maine Municipal Bond Bank - Maine Rural Water Association 0699

*Minority OTP (Joy, Cotta)*

Initiative: Reduces funding for support of the Maine Rural Water Association. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 629 - P127

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

GENERAL FUND

2008-09                      2009-10                      2010-11

All Other

(\$4,300)                      \$0                      \$0

GENERAL FUND TOTAL

(\$4,300)                      \$0                      \$0

**Justification:**

The Maine Rural Water Association will provide less technical support to small communities and businesses, potentially resulting in increased violations of environmental regulations, increased fines and fewer grant dollars for improved infrastructure.

MUNICIPAL BOND BANK, MAINE

DEPARTMENT TOTALS

2008-09                      2009-10                      2010-11

GENERAL FUND

(\$4,300)                      \$0                      \$0

DEPARTMENT TOTAL - ALL FUNDS

(\$4,300)                      \$0                      \$0

SECRETARY OF STATE, DEPARTMENT OF

Administration - Archives 0050

*Please see memo + email  
OTP-A  
(Simpson, Beaudette, Boland, Willette, Joy, Cotta, Clark)*

Initiative: Eliminates one Director, Division of State Archives position effective January 1, 2009. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 664 - P138

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

GENERAL FUND

2008-09                      2009-10                      2010-11

POSITIONS - LEGISLATIVE COUNT

(1.000)                      0.000                      0.000

Personal Services

(\$33,902)                      \$0                      \$0

GENERAL FUND TOTAL

(\$33,902)                      \$0                      \$0



**Justification:**

Elimination of one Director of Archives Services position 07530 0051 will result in reassignment of duties and a reduction in the hours the Archives Search Room will be open to the public.

**Bureau of Administrative Services and Corporations 0692**

*OTP 9-0  
(Simpson, Beaudette, Schatz, Boland, Hayes, Willette, Joy, Cotta, Celli)*

Initiative: Provides funding for the federal Help America Vote Act of 2002. These funds will be transferred from the unappropriated surplus of the General Fund.

Ref. #: 665 - P139

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

OTHER SPECIAL REVENUE FUNDS	2008-09	2009-10	2010-11
All Other	\$30,263	\$0	\$0
<b>OTHER SPECIAL REVENUE FUNDS TOTAL</b>	<b>\$30,263</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

This will ensure that the State will be eligible to receive \$575,000 in federal matching funds to continue with the implementation of the Help America Vote Act of 2002. Separate language has been submitted to allow for the transfer of these funds from the unappropriated surplus of the General Fund.

**Bureau of Administrative Services and Corporations 0692**

*ONTP (see memo) SOS should be able to keep savings for election costs  
8-0  
(Simpson, Beaudette, Schatz, Boland, Hayes, Willette, Joy, Cotta)*

Initiative: Reduces funding by managing vacant positions in fiscal year 2008-09. This initiative relates to the curtailments ordered in Financial Order 004576 F9.

Ref. #: 666 - P139

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	(\$104,004)	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>(\$104,004)</b>	<b>\$0</b>	<b>\$0</b>

**Justification:**

Duties will be assigned to other employees resulting in delayed response time to inquiries regarding state elections. The Deputy Secretary of State position provides direct service to the public and others regarding programs and action of the Secretary of State. Secretary Assoc. Position #07500 0835. Customer Rep Assoc. II Position #07500 0131. Deputy Secretary of State Position #07500 0819. Deputy Secretary of State Position

**SECRETARY OF STATE, DEPARTMENT OF**

DEPARTMENT TOTALS	2008-09	2009-10	2010-11
GENERAL FUND	(\$137,906)	\$0	\$0
OTHER SPECIAL REVENUE FUNDS	\$30,263	\$0	\$0
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<b>(\$107,643)</b>	<b>\$0</b>	<b>\$0</b>

**TREASURER OF STATE, OFFICE OF**

All of Treasurer OTP 8-0

Administration - Treasury 0022

(Simpson, Beaudette, Schatz, Boland, Hoyer, Willette, Jay, Cotta)

Initiative: Eliminates one Accounting Technician position. Savings will be used to offset collective bargaining costs in fiscal year 2008-09.

Ref. #: 669 - P139

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

FEDERAL EXPENDITURES FUND	2008-09	2009-10	2010-11
POSITIONS - LEGISLATIVE COUNT	(1.000)	0.000	0.000
FEDERAL EXPENDITURES FUND TOTAL		\$0	\$0

Administration - Treasury 0022

Initiative: Provides funding for banking services formerly paid through compensating balances held by the financial institution. A shift in the level of funds invested with the financial institution for investment through the cash pool will result in a projected increase in investment earnings to General Fund undedicated revenue of \$338,393 in fiscal year 2008-09.

Ref. #: 670 - P140

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	\$260,000	\$0	\$0
GENERAL FUND TOTAL	\$260,000	\$0	\$0

**Justification:**

The interest earned on funds currently invested with the financial institution is not adequate to pay for banking services. The Treasury Department requires an appropriation to pay for ongoing banking services. Plans are to invest more funds through the Treasurer's Cash Pool rather than with the financial institution resulting in additional investment earnings to the General Fund and which provides the funding source to the requested appropriation for banking services.

**Debt Service - Treasury 0021**

Initiative: Reduces funding to bring the appropriation level in line with projected debt service requirements for fiscal year 2008-09.

Ref. #: 671 - P140

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

GENERAL FUND	2008-09	2009-10	2010-11
All Other	(\$1,000,000)	\$0	\$0
GENERAL FUND TOTAL	(\$1,000,000)	\$0	\$0

**Justification:**

Treasury Department has recognized savings in debt service from a premium on the sale of bonds last June, from the interest due on bonds and from investment earnings.

TREASURER OF STATE, OFFICE OF  
DEPARTMENT TOTALS

	2008-09	2009-10	2010-11
GENERAL FUND	(\$740,000)	\$0	\$0
DEPARTMENT TOTAL - ALL FUNDS	(\$740,000)	\$0	\$0

SECTION TOTALS

	2008-09	2009-10	2010-11
GENERAL FUND	(\$378,375)	\$0	\$0
OTHER SPECIAL REVENUE FUNDS	\$30,263	\$0	\$0
POSTAL, PRINTING AND SUPPLY FUND	\$65,702	\$0	\$0
CENTRAL MOTOR POOL	\$821	\$0	\$0
REAL PROPERTY LEASE INTERNAL SERVICE FUND	\$653,062	\$0	\$0
SECTION TOTAL - ALL FUNDS	\$371,473	\$0	\$0

Sec. B-1. Appropriations and allocations.

The following appropriations and allocations are made.

*All: OTP 10-0*

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

*(Simpson, Beaunelette, Schatz, Doland, Hayes, Willette, Joy, Cotta, Celli, Clark)*

Administration - Human Resources 0038

Initiative: RECLASSIFICATIONS

Ref. #: 678

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	\$44,861	\$0	\$0
All Other	(\$44,861)	\$0	\$0
GENERAL FUND TOTAL	\$0	\$0	\$0

Buildings and Grounds Operations 0080

Initiative: RECLASSIFICATIONS

Ref. #: 679

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

GENERAL FUND	2008-09	2009-10	2010-11
Personal Services	\$32,267	\$0	\$0
All Other	(\$32,267)	\$0	\$0
GENERAL FUND TOTAL	\$0	\$0	\$0

Central Services - Purchases 0004

Initiative: RECLASSIFICATIONS

Ref. #: 680

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

POSTAL, PRINTING AND SUPPLY FUND	2008-09	2009-10	2010-11
Personal Services	\$67,191	\$0	\$0
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$67,191	\$0	\$0

Financial and Personnel Services - Division of 0713

Initiative: RECLASSIFICATIONS

Ref. #: 681

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

FINANCIAL AND PERSONNEL SERVICES FUND	2008-09	2009-10	2010-11
Personal Services	\$112,640	\$0	\$0
FINANCIAL AND PERSONNEL SERVICES FUND TOTAL	\$112,640	\$0	\$0

**Information Services 0155**

Initiative: RECLASSIFICATIONS

Ref. #: 683

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

<b>OFFICE OF INFORMATION SERVICES FUND</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$291,225	\$0	\$0
<b>OFFICE OF INFORMATION SERVICES FUND TOTAL</b>	<b>\$291,225</b>	<b>\$0</b>	<b>\$0</b>

**State Controller - Office of the 0056**

Initiative: RECLASSIFICATIONS

Ref. #: 686

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

<b>GENERAL FUND</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$47,584	\$0	\$0
All Other	(\$47,584)	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF DEPARTMENT TOTALS**

	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
GENERAL FUND	\$0	\$0	\$0
FINANCIAL AND PERSONNEL SERVICES FUND	\$112,640	\$0	\$0
POSTAL, PRINTING AND SUPPLY FUND	\$67,191	\$0	\$0
OFFICE OF INFORMATION SERVICES FUND	\$291,225	\$0	\$0
<b>DEPARTMENT TOTAL - ALL FUNDS</b>	<b>\$471,056</b>	<b>\$0</b>	<b>\$0</b>

**EXECUTIVE DEPARTMENT**

**Planning Office 0082**

Initiative: RECLASSIFICATIONS

Ref. #: 723

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

<b>GENERAL FUND</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Personal Services	\$8,914	\$0	\$0
All Other	(\$8,914)	\$0	\$0
<b>GENERAL FUND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

EXECUTIVE DEPARTMENT			
DEPARTMENT TOTALS	2008-09	2009-10	2010-11
GENERAL FUND	\$0	\$0	\$0
DEPARTMENT TOTAL - ALL FUNDS	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
SECTION TOTALS	2008-09	2009-10	2010-11
GENERAL FUND	\$0	\$0	\$0
FINANCIAL AND PERSONNEL SERVICES FUND	\$112,640	\$0	\$0
POSTAL, PRINTING AND SUPPLY FUND	\$67,191	\$0	\$0
OFFICE OF INFORMATION SERVICES FUND	\$291,225	\$0	\$0
SECTION TOTAL - ALL FUNDS	<u>\$471,056</u>	<u>\$0</u>	<u>\$0</u>

OTP 6-2

In favor: Simpson, Courtney, Beaudette, Boland, Willette, Joy

**PART D** ONTP - Hayes, Cotta (see memo)

**Sec. D-1. Transfer; unexpended funds; BGS-Capital Construction**

**Reserve Fund.** Notwithstanding any other provision of law, the State Controller shall transfer \$1,483,545 in unexpended funds from the Other Special Revenue Funds, BGS-Capital Construction Reserve Fund, account in the Department of Administrative and Financial Services to General Fund unappropriated surplus at the close of fiscal year 2008-09.

**Sec. D-2. Lapse; unencumbered balance; BGS-Capital Construction**

**Reserve Fund.** Notwithstanding any other provision of law, the State Controller shall lapse \$627,186 from the unencumbered balance in Capital Expenditures from the General Fund BGS-Capital Construction Reserve Fund account in the Department of Administrative and Financial Services to General Fund unappropriated surplus at the close of fiscal year 2008-09.

**SUMMARY**

Part D does the following:

1. It provides for the transfer of \$1,483,545 in unexpended funds from the Other Special Revenue Funds, BGS-Capital Construction Reserve Fund, account in the Department of Administrative and Financial Services to General Fund unappropriated surplus at the close of fiscal year 2008-09.
2. It lapses lapse \$627,186 from the unencumbered balance in Capital Expenditures from the General Fund BGS-Capital Construction Reserve Fund account in the Department of Administrative and Financial Services to General Fund unappropriated surplus at the close of fiscal year 2008-09.

**PART E**

OTP 8-0

(Simpson, Courtney, Beaudette, Boland, Hayes, Willette, Joy, Cotta)

**Sec. E-1. Transfer; Maine Budget Stabilization Fund.** Notwithstanding any other provision of law, the State Controller shall transfer \$45,000,000 from the Maine Budget Stabilization Fund in the Department of Administrative and Financial Services to General Fund unappropriated surplus by the close of fiscal year 2008-09 to offset a General Fund revenue shortfall.

**SUMMARY**

Part E provides for the transfer of \$45,000,000 from the Maine Budget Stabilization Fund in the Department of Administrative and Financial Services to General Fund unappropriated surplus at the close of fiscal year 2008-09 to offset a General Fund revenue shortfall.

Additional suggestion by Sen. Courtney (see memo).

PART R

OTA 9-0

(Simpson, Beaudette, Schatz, Boland, Hayes, Willette, Joy, Cotta, Celli).

**Sec. R-1. Transfer from unappropriated surplus; Help America Vote Act;**

**Department of the Secretary of State.** Notwithstanding any other provision of law, the State Controller shall transfer \$30,263 in fiscal year 2008-09 by June 30, 2009 from the unappropriated surplus of the General Fund to the Bureau of Administrative Services and Corporations program, Other Special Revenue Funds, Help America Vote Act account within the Department of the Secretary of State.

**SUMMARY**

Part R authorizes the State Controller to transfer \$30,263 from the unappropriated surplus of the General Fund to the Bureau of Administrative Services and Corporations program, Other Special Revenue Funds, Help America Vote Act account within the Department of the Secretary of State by June 30, 2009.

PART AA

OTA 8-0

(Simpson, Conway, Beaudette, Boland, Hayes, Willette, Joy, Cotta)

**Sec. AA-1. Transfer of overpayments accumulated in the Retiree Health**

**Insurance Internal Service Fund.** Notwithstanding any other provision of law, the State Controller shall transfer \$6,400,000 representing the General Fund share of overpayments for retiree health insurance assessed by the program to the Maine Community College System over a period of several years to the unappropriated surplus of the General Fund by June 30, 2009. The State Controller shall determine the balance due to the Maine Community College System and reimburse those funds to the system no later than June 30, 2009.

**SUMMARY**

Part AA transfers \$6,400,000 representing the General Fund share of overpayments for retiree health insurance assessed by the Program to the Maine Community College System over a period of several years to the unappropriated surplus of the General Fund by June 30, 2009. The State Controller shall determine the balance due to the Maine Community College System and reimburse those funds to the system no later than June 30, 2009.



PART BB

OTP 8-0  
(Simpson, Courtney, Beaudette, Boland, Hayes,  
Wlette, Joy, Cotta)

**Sec. BB-1. Compensation & Benefit Plan; lapsed balances; Administrative and Financial Services, General Fund.** Notwithstanding any other provision of law, \$1,835,812 in projected salary savings in the Personal Services line category in the Compensation & Benefit Plan, General Fund account in the Department of Administrative and Financial Services lapses to the General Fund at the close of fiscal year 2008-09. These savings are the result of not granting a 4% salary increase effective January 1, 2009 to those unclassified employees whose salaries are subject to the Governor's adjustment or approval and also from a projected lesser demand against the Compensation & Benefit Plan account due to fewer filled positions.

**SUMMARY**

Part BB lapses \$1,835,812 in projected salary savings in the Personal Services line category in the Compensation & Benefit Plan, General Fund account in the Department of Administrative and Financial Services to the General Fund at the close of fiscal year 2008-09.