

**JOINT MEETING of BOARD OF SELECTMEN and BUDGET COMMITTEE
January 15, 2014 5:30PM**

Quorum noted

5:30 PM: Meeting called to order by Chairman Moynahan.

Roll Call: Mr. Moynahan, Mr. Dunkelberger, Mr. Murphy, Mr. Beckert and Mr. Hirst.

This is a joint workshop on Eliot Community Service and Fire Department budgets.

5:35 PM Eliot Community Services Department

Ms. Muzeroll-Roy discussed that the numbers for the salary/benefits were incomplete and why; that this showed only her salary/benefits; that the others were in Kids Play and Enterprise accounts.

There was a discussion to show all payroll together. **Ms. Muzeroll-Roy will work with Mr. Dunkelberger and the Treasurer to do that so that salaries and reimbursements from other sources are more transparent.**

Show all salaries broken out, individually, with corresponding benefits.

Show a separate Kids Play budget. Ms. Muzeroll-Roy suggested she could do this for the Enterprise Account, as well.

5:45 PM Review of budget requests compared to last year.

Ms. Muzeroll-Roy clarified that the ‘expended-to-date’ was as of December 31st and they will be updated.

Under Employee Expenses – Safety, Travel & Training ‘assistant director’ will be replaced by ‘one additional employee’.

The cell phone for Kids Play will be moved into the Kids Play budget.

Under Utilities, Ms. Muzeroll-Roy said that she was budgeting in case she was not in the elementary school.

Under Town Parks, there was discussion on building repairs needed to the concession stand; that this structure was cited in Safety Inspections.

Under Contractual, that included Seacoast Turf (majority of budget), Sturgeon Creek, electrician, Morgridge.

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The \$800 water budget covered water use at Town Parks, such as bathrooms and irrigation.

5:54 PM Ms. Muzeroll-Roy believed that the water testing at Murray Rowe Park was done but she will verify. **She will send a copy of that document to Mr. Hirst and he will forward it to MMA.**

Excluding salaries and benefits for now, the operating expenses are \$23,900, the Town Parks request is \$44,800, for a total operating budget request of \$68,700.

Mr. Moynahan discussed the impact to reductions last year to ECSD's budget as it related to fringe benefits; that this was not within the control of departments; that the Town was in the hole approximately \$14,000 in fringe to her department. He added that Kids Play funds were used to offset reductions in her operating budget, which affected staffing. He cautioned everyone that, when it comes to fringe benefits, they all need to have a more detailed discussion if looking to make reductions in certain lines because benefits are something we (Town) are responsible for providing to employees. He added that, if we were looking to take funds from a Kids Play account, as an example, then it would have to be specifically stated that \$15,000 would be transferred from Kids Play and utilized for Fringe Benefits. He said that the way it is currently done at Town Meeting does not allow them to do that; that those Kids Play funds cannot be used for fringe benefits but only in the salary and operating costs in the way the language was written by Budget Committee reduction recommendations and reductions at Town Meeting. He reiterated that if there were going to be any fringe benefit discussions then he thought the groups had to collectively have a conversation to make sure the Town can make provisions for that; that that is a benefit that the Town is required to offer.

Ms. Muzeroll-Roy will get her Kids Play year-end balance to the BOS and BC. She added that her goal was to have the Kids Play Director's salary and benefits come out of Kids Play; that currently it is just the salary.

Mr. Dunkelberger said that they were looking at the possibility of funding all Kids Play staff out of the Kids Play budget.

Ms. (Donna) Murphy asked if there would be any increase in fees to offset the costs.

6:00 PM Ms. Muzeroll-Roy said yes and discussed the user fee increases

There was discussion around how self-funded the ECSD could become and establishing a goal towards that end.

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There was discussion around the percentage increase needed in user fees to have Kids Play self-funded. Ms. Muzeroll-Roy said that that would be shown when the new brochure is done.

There was a discussion of the potential impact to residents.
Does not get scholarship funding anymore. (Exception was Edward Jones)
Sets aside Kids Play revenue for scholarship money.
Starting new marketing plan.
Fundraiser starting to raise money for Skate Park.
Trying to get the 'Friends' group running again.

Ms. Muzeroll-Roy discussed how scholarship money was applied. **She will give everyone a copy of scholarship money coming in and going out.**

6:15 PM CIP – Total request is \$15,000

Possible purchase of a used truck.
Frost Tufts Tennis Courts (writing a grant).
Hold off playground for one year.
Frost Tufts Irrigation (nothing budgeted last year).

There was a discussion on how to make improvements to the Barn.

Ms. Muzeroll-Roy will discuss pick-up truck options with Mr. Moulton.

Senior Citizen Budget Request - \$1,500. She made copies of this and gave them out.

Mr. Dunkelberger will forward the corrected budget spreadsheet to Ms. Davis and Mr. Moynahan.

6:27 PM Review of Fire Department Budget.

Mr. Muzeroll clarified that there was no change in the first distribution of the Fire Department Budget Request dated 1/5/2014 but percent differences need to be recalculated.

Salaries – no firm % figures, yet, for fringe benefits; that he doesn't expect it to be much different; that his estimate is \$5,740.

Mr. Muzeroll discussed his budget request.

Mr. Hirst asked Mr. Muzeroll if the 'I Am Responding' system was worth the money, in Mr. Muzeroll's opinion.

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6:40 PM Mr. Muzeroll said that he thought that it was; that it gave him a better, faster snapshot of who was coming and what extra help (mutual aid) he might need to call in.

Mr. Muzeroll clarified to the BC that ECSD paid \$1,800 last year toward the heating oil bill. He also clarified that he has been leaving the heat up a little bit in the severe cold as the equipment doesn't usually get warm-up time.

Total budget request is \$139,170.

Mr. Muzeroll will clarify the percentages.

6:50 PM CIP Overview

Mr. Muzeroll said that he was still looking for level-funding for fire truck replacements. (No money authorized for 2002 Fire Truck last year, so doubled this year).

It was suggested Mr. Muzeroll divide the payments into 13, not 14, years, and request \$25, 846 for this and subsequent years. **All agreed to that change.**

It was suggested that, since they were in the second 10-year cycle, Mr. Muzeroll should probably show 21-22 all the way up to 26-27.

Mr. Muzeroll said that he would reconfigure the document to do that. He added that, when looking at long-term (25+) projections on fire trucks, they were looking at a 3% - 5% increase per year.

There was discussion regarding leasing as an option and Mr. Muzeroll's concern with the volatile budget process in previous years. **Mr. Muzeroll will look at leasing options to get annual costs versus outright purchase comparisons.**

There was discussion around adding a tanker line and forestry truck line to the Fire Department CIP as part of the long-term plan.

There was discussion around the roof and structural gear (fund holds \$54,000) and waiting to purchase gear until dollar amount for roof is known.

Mr. Muzeroll discussed funding to support defibs and that he would update as soon as he knew anything concrete.

Mr. Muzeroll discussed replacing sprinkler heads in the Fire Station; that they were recalled in the late 1990's and company went bankrupt before replacement

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could be done; that it would cost \$7,000-\$8,000 to replace all sprinkler heads; that the Town should seriously consider replacing them.

There was discussion regarding the internal inspection of the system.

Discussion of gear replacement.

7:18 PM Mr. Muzeroll clarified that the majority would be spent on a roof replacement and the rest on gear.

Mr. Murphy gave corrected dollar amounts in 2014/2015 CIP request – Total Warrant reduced by \$22,154 to show \$64,846 and Total Request should show \$82,846; that the columns to the right of Total Request should be increased by \$1,846 as well as the columns up in Total Warrant to the right of 2014/2015.

Mr. Muzeroll clarified that he was to reduce what he was allocating for a 14-year period into a 13-year period, adjusting the figures and columns accordingly. He will forward it to Mr. Dunkelberger once he has finished his CIP.

There was discussion regarding submitting projects with costs of \$5,000 or more to the Board for approval – if one single project for more than \$5,000 that is what to show but an aggregate project of more than \$5,000 should be broken down.

There was discussion regarding where the Town was at with energy upgrades and that CIP.

The meeting ended between the BOS and BC at this time.

Executive Session

7:28 PM Mr. Beckert moved, second by Mr. Murphy, that the Board of Selectmen enter into executive session as allowed by 1 M.R.S.A § 405.6.C “Discussion or consideration of personal or real property, such as liens or inability to pay...”

VOTE

4-0

Chair concurs

7:43 PM Out of executive session.

No action was taken.

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Adjourn

There was a motion and second to adjourn the meeting at 7:44 PM.

VOTE

4-0

Chair concurs

DATE

Mr. John J. Murphy, Secretary