

JOINT MEETING of BOARD OF SELECTMEN and BUDGET COMMITTEE
January 29, 2014 5:30PM

Quorum noted

5:35 PM: Meeting called to order by Chairman Moynahan.

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

Absent: Mr. Dunkelberger.

This is a joint workshop on Public Works budget.

5:35 PM Highway

Mr. Moulton discussed questions he had as to how the salary numbers were generated; whether the 3% was based on COLA or was it performance-based.

The Board will confirm that the salary numbers are based on a 3% COLA for the whole year starting July 1 and that the number is accurate.

Mr. Moulton will update the benefits numbers.

Under Safety, Travel & Training, the Maine Dept. of Labor and MMA are requiring additional training and plan development, which results in a large increase in this line.

Mr. Moulton will provide a list of specific expenses from this line item to-date.

There was discussion around finding cost-effective ways to implement this additional training and policy development.

Special overtime line (Festival Day, etc.) – Mr. Moulton will clarify where the Treasurer has been taking this out as the line does not show any deductions for the past three years.

Insurance numbers have been updated.

After discussion on the stripping line item, Mr. Moulton will check the stripping requirements.

Mr. Moulton will shift the catchbasin line to the Stormwater portion of his budget.

5:57 PM After discussing the pavement line, it was agreed this would stay as a line item in the Public Works budget; that if the line should go up after the report then it might be put in the CIP.

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After discussion, Mr. Moulton will try to purchase the loader door from the current budget if money is available in that line.

6:25 PM Mr. Moulton will get the number of weeks for the full-time employee (summer budget).

Mr. Moulton will get the State law update regarding private cemetery requirements of municipalities.

There was discussion around clarifying and updating job descriptions.

6:38 PM **Transfer Station**

Mr. Moulton will review the part-time salary line, as it may be entered twice. He will also adjust employee benefits.

Service Fees – level-funded until Pay-per-Bag 6-month report out, with the possibility of reductions based on that report. Diesel fuel may be adjusted, as well.

There was discussion around showing revenues and taking certain portions of department budgets out of unreserved fund balance as an offset to projected revenue for transparency and clarity.

There was discussion around ways to reduce the budget for Hazardous Waste Day; that this should be reviewed by the Solid Waste Committee for recommendations.

6:55 PM **Stormwater**

Discussion of outfall repairs. Show accessibility (grant) regarding stormwater drainage for Park Street and Pleasant Street as a sub note to clarify mandated versus un-mandated.

7:05 PM **CIP – Highway**

Interior Highway building painting – Mr. Moulton will price out metal lining for interior versus painting.

Oldfields Road repair – local contractor to give a construction estimate to show what it would cost to hire it out versus the towns (Eliot and South Berwick) doing the work.

7:15 PM Joint meeting adjourned at this time.

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Mr. Moynahan gave an update for the Board:

- Auditor coming in February 3rd to meet with the Treasurer to finalize for final management report
- South Berwick request to put items on the Town website
- Resignation letter review
- Code Office – Marshwood Estates
- BOA complaint letters
- MMA salary surveys
- Next regular BOS meeting February 13
- Worker’s Comp claim ongoing
- Mediation scheduled with Police Department
- General Assistance calls
- Clerks, Administrative Secretary, Treasurer forwarding information as appropriate
- Windows support for computers will no longer be available – IT Committee made aware
- TIF information requested from Bernstein Shur
- Johnson Lane parcel ownership follow-up – need clarification on ‘ownership’ issue
- Mr. Lee starting Tuesday – staff meeting and tour of facilities
- Discussion of Town Manager financial shortfall and potential options/remedies/impact of previous Town Meeting vote to employee benefits impact
- February 5 joint meeting for boards and committees and outside agencies – Energy Commission, Charter Commission – request to look at library’s 2014/2015 request for clarification (\$232,200 versus \$145,000) – outside

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agencies have requested budget requests – any specific outside agency or Town committee to notify the Board no later than Monday for the Wednesday agenda.

Adjourn

There was a motion and second to adjourn the meeting at 7:31 PM.

VOTE

4-0

Chair concurs

DATE

Mr. John J. Murphy, Secretary