

**JOINT MEETING of BOARD OF SELECTMEN and BUDGET COMMITTEE
March 17, 2015 6:00PM**

Quorum noted

Second review of proposed Town Manager's Budget.

6:00 PM: Meeting called to order by Mr. Lee, Town Manager.

Public Safety (Tab 5)

Public Health Officer amended from \$400 to \$1,000 – members need new replacement page.

PSAP increased \$10,000 (dispatching with Kittery).

Discussion regarding the Health Officer's duties.

218 Agreement (Maine State Retirement) – research whether need to issue social security.

Mr. Murphy said that Selectmen have \$1,000 stipends and have everything deducted.

Discussion regarding the necessity for a Public Health Officer – tradition, not critical – both the Town Manager and Code Enforcement Officer are certified.

Harbor Master

Discussion regarding deputy and future stipend.

Discussion regarding boat lease and expenses covered.

Research the cost for the Town to own a boat and the associated yearly expenses.

Street Lights

Clarification regarding CMP monthly payments versus traffic light repair/replacement.

Discussion regarding use of webinars for required trainings to lessen costs, overall.

Town Manager to get number of street lights in Eliot.

Fire Department (Tab 6)

Discussion regarding need for on-demand hot water and savings to the Town.

Discussion regarding medical exams charged to Town or insurance.

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Town Manager to get size of generator (amperage).

Eliot Community Services Department – ECSD (Tab 3)

Fees have gone up this year for programs.

OASDI calculated too high – salaries paid through Enterprise Fund – health insurance - Mr. Lee will check.

ECSD rent – lease budget – Mr. Lee will check on EES rent line.

Borrowed \$10,000 from Kid Care – not paid back. Mr. Lee to monitor for payback.

Ms. Davis asked for the fuel to be broken out for what is used for ECSD versus what is used for the mowers for the Town Parks.

Cell phone line amended to 1860.

Mr. Lee will check on who is covered under Worker’s Comp – not paid through Enterprise.

Add a sheet showing how he is budgeting to offset expenses as fees come in (supporting enterprise fund with budgeted monies)

Mr. Lee will check cable line item as being phone lines, not cable TV.

Fixed Assessments (TIF, County, Overlay) (Tab 11)

Debt service schedule, last of Police Bond, 45% budget for \$1.5 million pump station upgrade (page 1)

Mr. Lee will check on bond vote being Tuesday (referendum) versus Saturday (open floor).

Request for breakdown in Stormwater estimates and how arrived at.

Town Committees (Tab 4)

Discussion regarding William Fogg Library, Eliot Festival Day, Memorial Day, Eliot Historical Society and Senior Citizens not being Town Committees; that they are more like Outside Agencies.

Mr. Lee said that they would have to make significant changes to TRIO to accomplish this. He will revise to make the library a stand-alone warrant article.

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Request for more details in revenues and expenses for the Library and the Eliot Historical Society and Eliot Festival Day.

Mr. Lee to find out if EFD is charged from Police or Public Works.

It was asked if the Historical Society could draw out of the DPW cemetery account for help in maintaining cemeteries.

Mr. Lee will research that; that there may be ways to do that.

Question regarding substantial increase in the Planning Board budget and overtime for the Planning Assistant.

Discussion regarding recent changes to PA position to support CEO work, temporarily; overtime for attending Town meetings; whether position is full time or part time; needed office time to cover increased complex regulations and ordinances. Last year's funding was less than requested so this year's request is not that big compared to last year's request.

Social Service Agencies (Tab 13)

Discussion around what to fund, or not, during current economic challenges to municipalities and what opportunities the Town might offer to support agencies in their fund-raising efforts.

Questions from Ms. Davis

Town Committees summary sheet total is listed as \$185,462 and should be \$171,962 because the Charter Commission is doing a carry-over of \$13,500.

In **Hearings and Elections**, the summary sheet lists \$16,217.75 but the total on the Elections Worksheet is \$15,517; the Election Supplies line item was for \$700 but brought to zero; that the amount will be put back in.

Reserve Accounts (Capital Investments) clarification of '???' \$52,000 – title should be Tax Increment Financing and is TIF money to support TIF administrative management and support the TIF Alternatives Committee; that the '???' means a code needs to be assigned to this line item.

Administration – health insurance low for two positions – question on whether they are reimbursed elsewhere for not taking benefits.

DPW – if new position not added get new budget totals for the difference in wages.

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Summarize **Roads and Bridges** tasks as it relates to the varied budget amounts.

Will money taken out of **CIP for repairs to backhoe** set the Town back with the lease-to-own reserve account to purchase the backhoe; what is the buy-out for the backhoe when we do purchase it.

Provide amount from **Hawkeye Construction for bonding (repairs)** on either Worster Rd. or Houde Rd.

Provide how many **miles of paving** are incorporated in the road list for this year and the associated price.

Ms. Davis will send her list of questions to Mr. Lee.

Clarification requested for the **DPW building painting allocation** (\$10,000/year).

Adjourn

There was a motion and second to adjourn the meeting at 8:20 PM.

VOTE

4-0

Chair concurs

DATE

Mr. Grant Hirst, Secretary