

JOINT MEETING of BOARD OF SELECTMEN and BUDGET COMMITTEE
March 24, 2015 6:00PM

Quorum noted

Third review of proposed Town Manager's Budget.

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

Mr. Lee discussed that the Board of Selectmen and Budget Committee could take votes on items they agreed on tonight. He added that the Budget Committee has some numbers that they have arrived at and some of what they might do tonight is talk about some of those numbers they have arrived at and see if there is any agreement between the two groups on what some of their recommendations might be or to, at least, hear them out with what they are going to recommend in some areas. He added that, theoretically, there is a quorum and they could take some votes on some of the numbers that have to appear in the warrant soon but that is entirely up to the two bodies when and how you choose to do that; that this is an opportunity to do that if you choose to. He explained that what he has done is redraft the warrant articles with all the revised numbers from our last meeting where the Budget Committee and Selectmen picked up on a couple of errors or things that were not included. He discussed the changes and recapped the budget summary. He said that he was hoping tonight to find out if folks from either of these two bodies had numbers in mind that they wanted to discuss for various budgets and/or take votes on various warrant article numbers with their recommendations.

Article 18th – Revenues

Town Manager budget - \$2,123,814.

No discussion.

19th Article – TIF revenue

Town Manager budget - \$52,000.

No stated objections.

Article 20th – Administration

Town Manager budget - \$1,167,883.

Ms. (Donna) Murphy said that the Budget Committee did vote, which would affect salaries across many articles, to recommend a 1.5 rather than a 3 for non-union (not unanimous but a majority). She said that the person who does the cleaning is budgeted at 40 hours/week.

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Mr. Lee said that person was 20 hours/week. He will check on that. He will also run the 1.5 through the spreadsheets for impact to articles.

Ms. Davis asked if they were going to do any voting tonight or could the BOS schedule next Thursday for a final vote. She felt she needed to have more discussion with BOS members before making a recommendation.

Mr. Fernald agreed.

Mr. Murphy discussed his concern for the complexity of what they are doing and his concern that they build in recovery for any budget items which may be missed - a one-time contingency fund for what we don't recognize we've done wrong. He suggested a special warrant article to appropriate a certain amount of money from the General Fund to cover this potential and if nothing happens then it won't be used. He suggested \$50,000 to \$100,000.

It was suggested that there could be a special town meeting if there was a problem. It was also suggested that the language for this type of article would have to be very tight and restrictive.

Mr. Fernald requested a BOS meeting to discuss the budget amongst themselves

Article 21st – Hearings and Elections

Town Manager budget - \$16,217.

Article 22nd – Fire Department

Town Manager budget - \$158,169

Article 23rd – Police Department

Town Manager budget - \$1,092,113.

Mr. Murphy said the increase was \$35,831.

Police Chief budgeted additional week - last two years Police Chief received two-week vacation payout – budgeted and revenue increased for Kittery's share?

Consider removing vacation payout option.

Article 24th – Public Safety

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Town Manager budget - \$199,434.
Mr. Lee will check for the need for a micro-chip scanner.

Consider either a lease or winterization of the Harbor Master boat.

Harbor Master salary significant increase (30%) concern.

Article 25th – Public Works

Town Manager budget - \$794,514.

Ms. (Donna) Murphy said that the Budget Committee did vote not to fund the new position; that they want further information on the need and look at that for next year.

The summer help would go back in.

Budget Committee will recommend savings from no new position and adding summer help back in. They will discuss possible administrative half-time position at next meeting.

Ms. Davis asked for a list of duties the assistant would perform.

Check if administrative position would become part of union. 19 hours?

Budget Committee looking at removing \$6,500 from HHWD and go to user fees.

Article 26th – Snow Removal

Town Manager budget - \$206,304.

Possibility of flat-funding and its impact; incremental management increase to recognize general trend.

Article 27th – Authorization to expend funds for snow removal overages

Mr. Lee will check to see that the language for this authorization is in the ordinance regarding the referendum ordinance we are doing.

Article 28th – Summer Maintenance

Town Manager budget - \$27,755.

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Budget Committee voted to remove the \$6,000 for cemetery care. The Historical Society budget of \$3,000+ would be used for cemetery care. Budget Committee also wanted revenue from Lizzy Spinney fund removed, to have a better plan for next year and to consult with the Historical Society. There is a reserve account of \$2,000 for cemetery care.

Article 29th – Roads and Bridges

Town Manager budget - \$10,500.

No discussion.

Article 30th - Transfer Station

Town Manager budget - \$270,631.

Discussion regarding seemingly small drop in this budget; big drop happened two years ago. Last year's budget of \$287,000 reflected two days a week and was decreased from the previous year of around \$400,000.

Article 31st – Stormwater

Town Manager budget - \$195,500.

After research, Mr. Lee said that he did not know of any way to mitigate this number.

Suggestion to mention Pleasant Street as the specific focus of this. Will be added to final draft of Warrant for consideration.

Ms. Davis asked for a breakout of the stormwater cost estimates of \$125,000 and \$226,500 and how arrived at.

Mr. Lee pointed to where the details were broken out in the budget beyond the price of just construction – permitting, construction oversight, construction itself and other miscellaneous items such as riprap, culverts, catch-basins, etc.

Ms. Davis reiterated her request to have more detail.

Mr. Lee said getting that type of break-out in a timely fashion would be hard but that he would try.

Mr. Lytle said that he would recommend reducing paving by \$175,000 to do the Stormwater.

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Beautification will not take place; only management of the stormwater running on the ramp (Pleasant Street).

Ms. Davis requested where the sheet numbers and extension numbers came from.

Mr. Lee to get, in writing, Stormwater plan deadlines and rules to find if there is any latitude to spread this out over more years to lessen the blow.

Amount appropriated is not accurate; that the total with contingency number is wrong; possibly last year's numbers.

Mr. Lee will ask Ms. Rabasca to review this for accuracy.

Article 32nd – Eliot Community Service Department

Town Manager budget - \$143,596.

Rate adjustments have gone into effect in most recent catalogue.

P & L sheets not done yet.

Article 33rd – General Assistance

Town Manager budget - \$38,000.

Working on instituting 'Workfair'.

Article 34th – Capital Improvements

Budget Committee discussed, but did not vote, on the \$32,000 for ECSD buildings; recommendation to take out of building fund rather than raise taxes.

Transfer Station retaining wall – need to replace or repair?

\$32,920 for Worster Road paving was questioned. Mr. Lee will find out what the \$32,920 is; that he thinks it's a different section.

DOT funds received for paving – will that money reduce paving amount this year.

Mr. Lee explained that was handled as a general revenue and has to be used for capital repairs roads; not its own line item; a component of the larger road budget.

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Article 35th – Operating Reserves

Town Manager budget - \$74,000.

No discussion.

Article 36th – Debt Service

This is the last of the Police Bond and the first of the Sewer Bond, if passed.

Ms. (Donna) Murphy asked for these two to be broken out.

Article 37th – Town-recognized committees

Town Manager budget - \$27,694.

Article 38th – William Fogg Library

Town Manager budget - \$135,720.

Mr. Lee was asked to request revenue breakdown.

Mr. Murphy said that Article 5th should reference Article 36, not Article 38.

Article 39th – Outside Agencies

Town Manager budget - \$14,500 (\$40,000 requested)

It was suggested to add back in Home Health Visiting Nurses.

Discussion regarding impact to spreadsheet of removing Alfred Food Bank and alternative. Town Manager recommendation was to zero fund.

It was suggested to add back in Agency on Aging.

Mr. Lee encouraged both bodies to consider which ones they might want to restore; that he focusses on those that he believes helps General Assistance; that those two may be of that ilk and he would trust their judgement on that.

Mr. Lee commented that it sounds like people are going to have to do some voting and get some recommended numbers and get some warrants; that he would set up a BOS workshop for budget discussions

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Adjourn

There was a motion and second to adjourn the meeting at 7:42 PM.

VOTE

4-0

Chair concurs

DATE

Mr. Grant Hirst, Secretary