

Town of Eliot

Budget Committee Meeting

March 6, 2018 Meeting

Budget Committee Members: Donna Murphy (Chair), Jim Tessier (Vice-Chair), Dennis Lentz (Secretary, excused at 6:50), Steve Furbish, Janie Wang. Ed Strong (via Skype) and Noah Lemire (via Face Time).

Call to Order:

- Meeting was called to order @ 6:00 pm by the Chair (video streaming was used)

Public Comment:

- No members of the public present.

Approval of Minutes

- No minutes.

Review of Town Manager's proposed budget for FY 2017/2019 to include review of responses to questions submitted by the Budget Committee to the Town Manager.

- Motion by Donna Murphy, 2nd by Janie Wang to reconsider vote on Town Committees based on the Town Manager's response to the question about the \$400 donation in fiscal year. Vote 7-0 in the affirmative. Discussed the \$400 donation to the Aging in Place Committee that is being carried forward in Revenues. Motion by Donna, 2nd by Noah to approve \$1,400 for the Aging in Place Committee for a total of \$27,081 for Town Committees. Vote 7-0 in the affirmative. Jim stated that it seems insane that they can't spend the money this year because they didn't know they were getting it. Jim was in agreement with reconsidering as long as the \$400 is shown in revenue which it is. Town Manager total for Town Committees is \$27,081. Received email on the summer maintenance positions. It is two positions. Ed stated that the new total is \$78,241. Jim had a question about the holiday hours and in an effort to try and resolve he called the Town Manager. Are we required to pay holiday pay to temporary, part-time help? The Town Manager informed that the Town is required to pay holiday pay to part-time, temporary help. The Town Manager stated that Select Board when they approved the new personnel policy it specified part-time, temporary help their vacation days get pro-rated and they would have to pay the four holiday days. This doesn't make sense as they are two different issues. The Town Manager stated that the holidays would be pro-rated based on the number of weeks that they worked. It was required by the Select Board's approved personnel policy. Jim stated he talked about the savings last week being \$6,138. The Town Manager based on his answer is saying that would cut the work on the cemetery to reduce the hours. The Town Manager feels the extra hours are for the cemetery. His recollection was that last year we cut the budget and elected not to do the work on the cemetery. This was not the recollection of the Budget Committee members. Jim went back and looked. Last year the request for the Summer Maintenance position was 30 weeks which is 7 months. Summer is May to September

and it was reduced to five months. The Town Manager now has gone back up to 30 weeks for both positions. Janie asked if the amount of work that was supposed to get done was done. No feedback we are aware of. What he has now is 8 weeks for that employee. Jim stated the Town Manager's calculations have the four holidays that Jim did not calculate. Jim stated that \$4,413 is a good number. Motion by Ed Strong, 2nd by Steve Furbish to approve the Summer Maintenance positions for a total of \$78,240 for two positions at 34 hours a week for 30 weeks. Vote 7-0 in the affirmative. Discussion on Administration planning position. The difference between the actual and the budgeted is \$2,676. The total is 1,277,369. Motion by Denny Lentz, 2nd by Noah Lemire to approve Administration for \$1,277,369. Vote 7-0 in the affirmative. Discussion on CIP. The total was off \$6,999.99. If you add the solar array for \$7,000 it adds up. The difference is that he changed quite a few items. The big difference is that we discussed reducing the \$25,000 for the Town Hall maintenance based on the assumption the HVAC bond would be approved. If we subtract the Town Hall maintenance the number is \$934,102. Janie stated that the Town Manager stated that if the bond passes he is not going to spend it. Noah questioned if this was less money that would need to be bonded. Ed stated no, the bond is going for the full amount. Are we comfortable cutting this out not knowing? Noah would like to leave it there. Questioned LD1 number. The Town Manager has not given a good firm number. Noah motion 2nd by Janie to approve CIP at \$959,102. Vote 6-1 in the affirmative. Ed Strong opposed with no comment. Jim stated the sheet indicated we did not vote on Public Safety. Donna checked and reported that Noah made a motion with a second by Janie and the vote was 7-0 in the affirmative for \$254,127. Discussed Citizen's Option meeting. The Budget Committee will meet again after the Citizen's Option meeting and can make changes based on the outcome of the Citizen's Option meeting. Jim stated that the Select Board has a workshop on the 12th. The Town letter for the book is due the middle of March.

Budget Committee member reports/comments.

- Noah shared that he received a copy of the William Fogg Library will from the State of Massachusetts. The word free is in there. It says that a free public library will be established. Noah will scan it and email it to the group. A free public library in that era was for books. Jim had two things. Are we going to meet next Tuesday? It is the regular meeting. Makes sense to meet. Need to work on the letter for the Town book. Are we going to provide a cover memo for the Citizen's Option meeting to hand out? All agreed yes and all will bring thoughts and ideas.

Adjournment:

- Chair called for a motion to adjourn. Motion by Noah Lemire, 2nd by Steve Furbish. Vote 6-0 to adjourn.

Next meeting date: March 13, 2018 at 6:00, Budget Committee

Respectfully submitted,

Donna Murphy, Chair

Date Approved: May 8, 2018

Dennis F. Lentz, Secretary