

**Board of Selectmen Workshop and Meeting  
2016/2017 Budget Deliberations**

**Meeting Minutes  
March 7, 2016**

**Opening:**

The \*special meeting of the Board of Selectmen was called to order at 5:30 PM on March 7, 2016 by Stephen Beckert, Chairman .

**Board Members Present:**

Robert Pomerleau, Rebecca Davis, John Murphy, Roland Fernald & Stephen Beckert

**Other Present:**

James Tessier, Resident & Melissa Albert, Administrative Secretary

**Quorum Validation:**

100% in attendance

**A) Chairman Beckert turned the meeting over to the Town Manager.**

**B) Discussion of the following budgets:**

1. **Community Service Department:** Tab 3- Town Manager explained that programs are fee based. Expenses will be higher this year and revenues will be up by \$185,000 from last year this is based on Community Service Department accounts have been integrated to see all revenues and expenses for this department for gross budgeting.
  - Selectmen Murphy had a questions regarding the MSAD 35 lease for the CSD-why is there a difference in cost. Town Manager explained that the first year payment of the lease was more due to the fact the key fob and security door/entrance was part of the first year's lease payment.
  - Selectmen Pomerleau wanted to know why revenues/expenses showed a projected difference of \$32,000. Town Manager explained, due to the fact this is the first year that CSD has combined KidsPlay, YouthBound he was conservative with the revenue portion. Revenues could turn out to be more. Town Manager aired on the side of caution and projected low but, could be more and cost of expenses would be down. Until he has a full year of gross budgeting he is guesstimating.
  - Selectmen Fernald asked if this structure will create new programs. Town Manager explained he feels no new programs will be added, that through trial and error the staff will determine what programs work and don't work, with the small staff, CSD offers a lot of programs.
  - Selectwoman Davis inquired about \$15,000 for the Director's salary from KidsPlay. Town Manager explained that all revenues/expenses are inclusive.
2. **Public Safety:** Tab 5- Town Manager pointed out that the \$2600.00 for winterizing the Harbor Master's boat may be in error. He will check on this and get back to the Board.
  - \$15,000 for PSAP and \$ 10,000 for dispatching are contributing factors for the budget increase.

- Lots of discussion on dispatching services and regionalization of dispatching with Kittery, Eliot, South Berwick & Berwick.
3. **Capital Improvements:** Tab 12- Town Manager explained that there are two terms used within the budget sheet. Capital- if project states Capital after the dollar amount this will be spent during the 2016/17 budget. Reserve- for future purchases.
- Selectwoman Davis inquired about the \$15,000 for the skid steer and \$16,587 for FEMA/MEMA money from Nemo. Why are there two expenses and one revenue?
  - How are the TIF Fund Interest being distributed? How are they being used. are they going back into an account? Allocated to another account?
  - Selectmen Pomerleau stated that he has the TIF Statutes and he will research the laws regarding this issue.
4. **Revenues:** Tab 1
- There was discussion on the \$1.5 million shortfall of revenues regarding the MSAD 35 school budget.
  - Town Manager noted that the budget request is \$61,000 below last year's request. The major factor was the re-structuring of the Police Department. He would like to see, if possible, \$43,000 could be added back in for the Pleasant Street embankment project that was cut from this budget. He does feel that it's an important project for the Board of Selectmen and Budget Committee to support.
5. **Next Meeting Dates and Time:**
- Selectwoman Davis would like the Town Manager to look at dates for putting some concrete numbers together.
  - Selectwoman Davis would like the Budget Committee and Board of Selectmen to have a couple of meetings together in the next few weeks to go over numbers etc: Town Manager will look into dates and get back to both boards.
6. **Business Meeting:** No actions were necessary.
7. **Adjournment**
- At 6:56 PM, Selectman Murphy made motion to adjourn the meeting, Selectman Pomerleau seconded it.

April 15, 2016  
DATE

John J. Murphy  
John J. Murphy, Secretary