**Minutes**

**Standish Budget Committee**

**Wednesday March 21, 2024**

**Standish Municipal Center, Council Chambers**

**175 Northeast Road Standish, Maine**

**6:00PM**

**Call To Order**

The meeting was called to order by Steven Nesbitt.

**Roll Call**

Members present: Todd Delaney, Steven Nesbitt, Joseph Paul, Lisa Struebing, Carol Waig, & Heidi Watson

**Excused Absence:** Pam Smith

**2024-2025 Budget Discussion**

* Handed out amended budget pages for March 9 and March 16
* Went through budget by department.
	+ **Assessing** (Pages 9-16)
		- No questions or comments.
		- Motion made by Heidi Watson to approve, seconded by Todd Delaney.

**Vote: 6-0 Approved**

* + **Code Enforcement** (Pages 17-24)
		- No questions or comments.
		- Motion made to approve by Todd Delaney, seconded by Carol Waig.

**Vote: 6-0 Approved**

* + **General Administration** (Pages 25-42)
		- Discussion about grant matching funds found in contractual on page 33. This is a reserved fund with $24,425.62 in reserve. The 08-2024 expense report show $14,710.38 available giving a total of $39,136. Given that there is no policy around the monetary range that the proposed $10,000 is not needed.
		- Motion made by Steven Nesbitt to amend contractual by reducing it by $10,000; removing the money for the grant matching, seconded by Carol Waig.

**Vote: 6-0 Amendment Approved**

* Motion made by Todd Delaney to approve as amended, seconded by Heidi Watson.

**Vote: 6-0 Approved as amended**

* + **Cable Television** (Pages 43-50)
		- No questions or comments.
		- Motion made by Todd Delaney to approve, seconded by Joseph Paul

**Vote: 6-0 Approved**

* + **Town Council** (Pages 51-60)
		- Discussion about stipends found in salaries on page 53. Council stipends have not been increased in some time.
		- Motion made by Todd Delaney to amend salaries by increasing it by $3,500; making the total of $14,000 for Council stipend, no second motion failed.
		- Motion made by Todd Delaney to approve, seconded by Steven Nesbitt.

**Vote: 6-0 Approved**

* + **Town Clerk** (Pages 61-70)
		- No questions or comments.
		- Motion made by Todd Delaney to approve, seconded by Heidi Watson.

**Vote: 6-0 Approved**

* + **Finance** (Pages 71-78)
		- Discussion about IT salary combined with IT services (Cable TV; page 48) needed to go out for bid since total is over $75,000. This is not believed to be needed since the $75,000 stipulation is for capital purchases and also legal services exceeds the $75,000 threshold. Chair will confirm.
		- Motion made by Todd Delaney to approve, seconded by Joseph Paul.

**Vote: 6-0 Approved**

* + **Planning** (Pages 79-88)
		- No questions or comments.
		- Motion made by Todd Delaney to approve, seconded by Carol Waig.

**Vote: 6-0 Approved**

* + **Appeals Board** (Pages 89-96)
		- No questions or comments.
		- Motion made by Todd Delaney to approve, seconded by Heidi Watson.

**Vote: 6-0 Approved**

* + **Building Maintenance** (Pages 97-106)
		- No questions or comments.
		- Motion made by Todd Delaney to approve, seconded by Joseph Paul.

**Vote: 6-0 Approved**

* + **Public Safety** (Pages 107-124)
		- Discussion about amount for the Animal Refuge League (Contractual; page 117). Is the amount listed ($14,120) correct or should it be $939 higher for a total of $15,059? Chair will confirm.
		- Motion made by Todd Delaney to approve, seconded by Carol Waig.

**Vote: 6-0 Approved**

* + **Law Enforcement** (Pages 125-128)
		- No questions or comments.
		- Motion made by Todd Delaney to approve, seconded by Joseph Paul.

**Vote: 6-0 Approved**

* + **General Assistance** (Pages 129-132)
		- No questions or comments.
		- Motion made by Todd Delaney to approve, seconded by Carol Waig.

**Vote: 6-0 Approved**

* + - **Public Works** (Pages 133-156)
		- Discussion about overtime salaries (Salaries; page 135). Verbiage states ‘400 hrs each for foreman, operators/drivers’. 400 hours for each individual does not seem right. That would be 50 extra days of work per individual per year. Should the overtime hours be in total? Also, the overtime mentions foreman which is no longer a position. The foreman position was changed to deputy director. Is the deputy director salaried? If so, then not available for overtime pay. Chair to clarify questions.
		- No vote taken.
	+ **Solid Waste** (Pages 157-170)
		- Discussion about solid waste being over budget for the last 5 years. Previous discussions with Public Works Director indicated that overages have been addressed in this budget.
		- Motion made by Todd Delaney to approve, second by Heidi Watson.

**Vote: 6-0 Approved**

* **Parks & Recreation** (Pages 171-182)
	+ No questions or comments.
	+ Motion made by Todd Delaney to approve, seconded by Heidi Watson.

**Vote: 6-0 Approved**

* **Rich Memorial Beach** (Pages 183-198)
	+ No questions or comments.
	+ Motion made by Todd Delaney to approve, seconded by Carol Waig.

**Vote: 6-0 Approved**

* **Donations** (Pages 199-206)
	+ Discussion about Standish Village Cemetery Association (Cemetery Associations; page 201) funds needed for upkeep and that there are a lot of veterans buried there.
		- Motion made by Lisa Struebing to add $1000 to Standish Village Cemetery Association bringing the donation to $4000, seconded by Joseph Paul.

**Vote: 2-4 Amendment Failed (LS and JP in favor; CW, SN, HW, & TD opposed)**

* + Discussion about Through These Doors (Provider Agencies; page 204). A larger donation was approved than what the agency asked for.
		- Motion made by Lisa Struebing to reduce $2000 from Through These Doors bringing the donation to $500, seconded by Steve Nesbitt.

**Vote: 6-0 Amendment Approved**

* + Motion made by Todd Delaney to approve as amended, seconded by Lisa Struebing.

**Vote: 6-0 Approved as amended**

* **Capital Outlay** (Pages 207-214)
	+ Discussion about the major equipment reserve (General Administration; page 210). The account currently has $50,860.66 in the reserve and there is $25,000 still available in the FY2024 budget bringing the total to $75,860.66. There is no policy stating a monetary range but $100,000 was mentioned during a meeting as a target. There was also discussion on what the funds could be used for (maintenance?, equipment purchase?, other?). Chair to ask for clarification.
	+ Motion made by Steve Nesbitt to reduce by $25,000 bringing major equipment reserve to $0, seconded by Lisa Struebing.

**Vote: 4-2 Amendment Approved (CW, SN, LS, & TD in favor; HW, JP opposed)**

* + Motion made by Todd Delaney to approve as amended, seconded by Lisa Struebing.

**Vote: 6-0 Approved as amended**

* **Employee Benefits** (Pages 215-226)
	+ Discussion about accrued sick/vacation time (Accrued Sick/Vacation Time; page 220) on why the reserve account was needed.
	+ Motion made by Todd Delaney to approve, seconded by Heidi Watson.

**Vote: 6-0 Approved**

* **Insurance** (Pages 227-232)
	+ No questions or comments.
	+ Motion made by Todd Delaney to approve, seconded by Lisa Struebing.

**Vote: 6-0 Approved**

* **Debt Services** (Pages 233-238)
	+ No questions or comments.
	+ Motion made by Todd Delaney to approve, seconded by Lisa Struebing.

**Vote: 6-0 Approved**

* **Transfers Out** (Pages 239-242)
	+ Discussion about the Summer Spectacular (Transfers Out; Page 241) where $2500 was added. This addition was not requested by the Summer Spectacular committee and members of the committee did not feel that funds were needed since the amount given for the Summer Spectacular was increased in this year’s budget (Parks & Recreation; page 178).
	+ Motion made by Joseph Paul to reduce by $2500 bring the amount for the Summer Spectacular to $0, seconded by Todd Delaney.

**Vote: 6-0 Amendment Approved**

* + Steve Nesbitt made a motion that in the case the Council does not approve the reduction of $2500, that the money be relocated to Parks and Recreation; Standish Summer Spectacular; page 178, seconded by Todd Delaney.

**Vote: 6-0 Amendment Approved**

* + Motion made by Todd Delaney to approve as amended, seconded by Steven Nesbitt.

**Vote: 6-0 Approved as amended**

* **Recreation Special Revenue Fund** (Page 243-262)
	+ Discussion about the current policy and whether there was a monetary range.
	+ Motion made by Todd Delaney to approve, seconded by Joseph Paul.

**Vote: 6-0 Approved**

* **Revenues** (Page 1-8)
	+ Discussion about State revenue sharing and that the number listed matched the State’s estimate. Also discussed the use of surplus which is at $800,000.
	+ Motion made by Todd Delaney to approve, seconded by Joseph Paul.

**Vote: 6-0 Approved**

* Discussion and decision made to move the Saturday March 23rd meeting to Wednesday March 27th starting at 6PM.

**Adjourn**

Motion to adjourn made by Todd Delaney and seconded by Joseph Paul.

**Vote: 6 Yeas**

Meeting adjourned at 8:10PM