

Budget Committee Meeting Minutes 3-22-18

Meeting called to order 6:03 pm by Ellen Kasprzyk.

Attendance: Ellen Kasprzyk, Sandy Cloutier, Wells Lyons, Christine Garmarsh, and Phil Pomerleau. Councilor Nesbitt and Town Manager Kris Tucker were also in attendance.

Future meetings Scheduled: Sunday March 25, 2018 at 5:00 pm
Wednesday, March 28, 2018 at 6:00 pm
Thursday, March 29, 2018 at 6:00 pm

Old Business: The committee will follow up and vote on all items after initial review of the budget.

Carry over for SRF Fund:

The committee asked for more clarification on carry overs. Cloutier read an explanation from Scott Gesualdi, Finance Director on this topic. Pomerleau asked for more clarification on the \$68,000 SRF fund as to who can spend that money. Councilor Nesbitt explained the recreation department must present a request to the council to spend the funds. Based on Gesualdi's email, Cloutier will ask what year(s) did the SRF fund have depleted or negative funds?

New Business:

North Gorham Public Library Donation Request:

Jennifer Plumber from North Gorham Public Library attended the meeting. She presented to the budget committee a request to support the library as the town has in the past. The library does fund raising activities including an annual open house, plant sale and a holiday craft fair.

Continuation of Budget Review for Departments:

Solid Waste

- Reviewing the increased Contractual expenses includes additional funding for Hazardous Waste Day. Kasprzyk reviewed historical expenses over the past several years. The committee is considering a reduction in this area since we have been under budget including years that include Hazardous Waste Days.
- Over the past several years, Fuels and Lubricants budget expenditures have remained at zero. Cloutier will ask Why is there a budget amount if we are not using fuels and lubricants? Otherwise, the committee will recommend a reduction in this area.
- Other Commodities expenses have been consistently under budget for the past several years. The committee does not see any substantial changes therefore will recommend a reduction in this area.

Recreation:

- Kasprzyk questioned the increase for Parks & Facilities maintenance. Councilor Nesbitt explained the new position as Part Time and expectations that it will be shared with the town for items such as mowing, brush clean up, and repairs to the town building. Town Manager Tucker also explained this position is not offered employee benefits and they would look to hire a person with grounds experience. Cloutier will ask How many hours will this person be working? And what is the salary for the position?
- Even though Parks & Facilities Maintenance proposes a reduction for this year, Pomerleau questioned why there is Mowing & Facilities Maint contract with the hiring of a Part Time Parks & Facilities Maintenance individual. Town Manager Tucker explained these funds will be used

to purchase non-existent equipment for the maintenance person. Understanding the use of the funds, the committee will recommend a reduction of \$9,250 and insert it under New Equipment.

- The Contractual budget has a substantial increase. Town Manager Tucker explained the \$7,500 fee is for a consultant study to determine the practicality for a rec center in Standish. Mileage has been added as an expense. Cloutier will ask Who will be using the mileage for facilities maintenance expense of \$650?
- The committee will recommend the addition of \$9,250 under New Equipment for Mowing & Facilities Maint Equipment as listed under Parks & Facilities Maint on page 176.

Rich Memorial Beach:

- In review of the Contractual budget, Pomerleau questioned why there is a mowing contract included if we are hiring a person who will handle this? The committee is considering a reduction for this purpose. Cloutier will ask How much of the \$2500 was used last year for mowing? Will the hiring of the PT Person going to eliminate the need for this item?

Donations:

- Pomerleau made the motion to accept all donations with the addition of \$1,000 for North Gorham Library. Lyons seconded. Vote passed 5-0.

Capital:

- There were not concerns or questions in this area.

Employee Benefits:

- Employee Benefits shows a substantial increase in the budget. Kasprzyk directed the committee to the note that it has been underfunded in prior years. Kasprzyk Cloutier will ask What is the status of the funding of the retirement plan. Are we catching up? How many more years is expected before we are 100% caught up?

Insurance:

- The committee reviewed the large increase in the General Liability budget. Typically this has increased year over year however the increase have been small increases. Cloutier will ask Why do we believe there will be such a significant increase in the budget for General Liability?

Debt Service:

- There were no questions or concerns in this area.

Transfers Out:

- There were no questions or concerns in this area.

SRF:

- The committee questioned the Scholarship funds in the Summer Recreation budget. Councilor Nesbitt explained these funds are used for lower income families who wish to participate in the summer recreational activities and there is a waiting list for the program. Lyons suggested that the committee consider an increase to accommodate more needs.

Capital Projects:

- The committee discussed the Steep Falls Fire Station renovations and is questioning if there are any left over funds that can be applied to reduce the \$68,000 for the Station 1 Rehab proposal.

Cloutier recommended we hold off this project for 1 year and remove it this year. Cloutier will ask If there are left over funds is it possible to use them for another fire station rehab?

- It seems that Dry Hydrants have a carry over amount. Councilor Nesbitt explained this is for both new Dry Hydrants as well as repairs to existing ones, some repairs being substantial. The committee is considering removing this amount. Cloutier will ask Why are we adding and additional \$3,000 when there is already \$8,000 in the carry over for Dry Hydrant?
- The General Administration budget has a substantial increase. The committee discussed the Electronic Message Board and the need for it. Cloutier felt this is an item that can be held off until next year and concerned this expenditure will only serve a specific group of individuals that travel RT 35 on a regular basis.
- There was discussion on the Open Space/Mixed Use Land Opportunity for \$200,000. Town Manager Tucker explained it was for future expansion, possibly rec center / town headquarters expansion. Cloutier will ask What is the best number from the realtor for the property?
- The increase in Parks and Recreations was reviewed. Pomerleau suggested we decrease the amount minus the bond \$\$\$. Councilor Nesbitt explained the funds must be listed in the budget in order to spend them, bond or no bond. Pomerleau recommended \$18,500 be taken out of the carry over to help with these expenses. Cloutier will ask Can we take \$18,500 out of the carry over fund? Are these considered recreation operations?

Meeting was adjourned at 8:50 pm. Motion made by Kasprzyk and seconded by Garmrash. The motion carried.

Next Budget review meeting scheduled for Sunday, March 25, 2018 at 5pm in the council chambers at the Standish Town Hall.

Respectfully submitted,

Sandy Cloutier