

**Town of Durham
Budget Committee Meeting Minutes
February 26th 2015**

Call to Order: Chairman Milt Simon called the second meeting of the Budget Committee to Order at 6:07 p.m.

Establishment of a Quorum:

Members Present: Milt Simon, Terry Kirk, Benjamin Love, Charles Pollock, Cori Holt, William Morrill, Michael Fitzpatrick, Kevin Nadeau, Michael Conway.

Quorum: Chairman Simon announced a Quorum has been met with nine (9) members present.

Selectmen Present: Chairman Jeffrey Wakeman, Vice Chairman Sarah Hall, Selectman Mark Blake, Selectman Michael Stewart. Selectman Joshua Libby excused, Vice Chairman Hall excused at 8:45 p.m.

Also Present: AA/TA Glaeser, Road Commissioner Shawn Bennett. Secretary Jill Toher, excused.

ROADS: Road Commissioner Shawn Bennett introduced the proposed Roads Budget by stating the DPW doesn't have a full year under it's belt budget. Line requests are based on predictions using 2014 actual expenses.

Personnel, Support & Benefits: Selectman Chairman Wakeman presented proposed Personnel and Labor Supports and Benefits. He stated Durham currently contracts with Pownal on a 60/40% split with monies being sent directly to Pownal. As the joint Boards look to hiring a new Road Commissioner, the Boards will conduct interviews and agree on hiring. However, Durham will be the hiring entity and Pownal will pay directly to Durham 40% the agreed split. It is anticipated that Durham's portion of the new hire ceiling will be about \$39,800.00 plus benefits when the new Road Commissioner is hired. A very lengthy discussion followed including questions from Budget Committee members addressed to the Selectmen. It was decided to re-visit this portion of the Roads Budget later.

General Roads: Road Commissioner Bennett stated that his projections for monies requested are based on actual expenditures based on the fact that the DPW did not have a full year's experience in 2014, the fact that the DPW building was not up and running in the new building until late June or early July, as well as the DPW acquiring and/or sharing several pieces of equipment that was previously rented. Also proposed is providing a stipend to employees for using their personal cell phones for Town business as radios in DPW vehicles are currently undependable.

Discussed at length was the request for the Utilities/Electricity/Heat budget line. The Road Commissioner suggested that this line be revisited.

The remainder of the General Roads budget lines were briefly discussed and clarified as well as questions answered.

Also discussed at length were which vehicle expenses could be considered capital improvements and how to best achieve the rotation process based on a five year plan.

Terry Kirk Moves to transfer any unused DPW monies and transfer to a newly created Capital Improvement Account plan for Public Works-Roads and continue transfers of any unused monies on a yearly basis. Milt Simon Second. Motion Carried 5-4.

Materials/Repairs: Road Commissioner Bennett provided an explanation of each requested budget line. Discussed at great length was the Road Commissioner's projection for chip sealing and/or paving including planning for the need for repairs/replacement on high priority as well as on other Town roads. There was talk of presenting long term plans to the residents in the near future. The striping line was added, but zero dollars is requested in this budget.

Winter Roads-DPW: Questions were raised regarding both the use and choice of how and when to use sand/salt/de-icers, the amounts of each purchased as well as projected costs for each based on a full winter season.

The Road Commissioner answered Budget Committee questions and also provided detailed explanations for each of the other budget lines in this category.

As a point of information, Road Commissioner Bennett stated that actual expenses to date are \$361,132.00 for Winter Roads-DPW or \$5,100.00 per mile versus the Winter Roads Contract cost of \$9,870.00 per mile.

Winter Roads-Contract: This line request is now zero dollars as the Town's DPW has started plowing this year.

Charles Pollock Moves to transfer from designated funds, \$53,364.00 from URIP, \$731,950.00 from Auto Excise, and raise \$472,028.00 for a total of \$1,257,342.00. Terry Kirk Second. Charles Pollock stated his Motion reflects a decrease of \$13,100.00 from the \$1,270,422.00 requested. A discussion followed. **Motion Fails 1-8.**

Terry Kirk Moves to deduct \$10,600.00 from the Roads Budget and transfer from designated funds \$53,364.00 from URIP, \$731,950.00 from Auto Excise and raise \$474,528.00 for a total of \$1,259,842.00. Milt Simon Second. A discussion regarding the Building and Equipment Bonds followed.

Terry Kirk Moves to **AMEND his Motion** by transferring from designated funds \$53,364.00 from URIP and \$731,950.00 from Auto Excise and Raise \$241,884.00 for a total of \$1,027,198.00. Michael Fitzpatrick Second. **Motion Carried 5-4.**

Debt Service: Building and Equipment Bonds:

Terry Kirk Moves to pay the Building and Equipment Bonds by raising \$232,644.00. Michael Fitzpatrick Second. **Motion Carried 9-0. .**

Selectman Chairman Wakeman provided a brief recap prior to the Budget Committee voting on the following Articles.

ANIMAL CONTROL: Following a brief discussion, **Kevin Nadeau Moves** to approve the Animal Control Budget as presented by taking \$501.00 from designated funds, Animal Control and raising \$13,671.00 for a total appropriation of \$14,172.00. William Morrill Second. **Motion Carried 9-0..**

ASSESSING: Following a brief discussion, **Terry Kirk Moves** to accept the Budget as written by raising \$19,950.00 for Assessing. Kevin Nadeau Second. Motion Carried 9-0.

CEMETERIES: Following discussion including what is covered by the perpetual care trust, **Michael Fitzpatrick Moves** to approve as written by raising \$4,070.00. Terry Kirk Second. **Motion Carried 9-0..**

CONSERVATION: Following a brief discussion, **Terry Kirk Moves** to transfer \$2,150.00 from the Recreation fund for a total of \$2,150.00. Mike Fitzpatrick Second. **Motion Carried 9-0.**

DONATIONS: Following a lengthy discussion regarding the Selectmen's recommendation for this year's proposed non-profit recipients, **William Morrill Moves** to approve the Budget as written by raising \$3,000.00 for Donations. Cori Holt Second. **Motion Carried 7-2..**

EUREKA CENTER: The group discussed at the Utilities and General budget proposals at some length.

Following that discussion, **Kevin Nadeau Moves** to approve the request as written transferring \$1,915.00 from designated funds, Eureka Center and raise \$2,939.00 for a total of \$4,854.00. Michael Fitzpatrick Second. **Motion Carried 9-0.**

A long discussion followed regarding the Selectmen's recommendation for the Eureka Community Center's proposed Capital Projects budget, in particular, the request for a new stove as the current stove has been disconnected and non-functional due to pilot light dysfunction.

Milt Simon provided several options for the Eureka Center Committee to pursue for repairing the problem and questioned the request for \$3,000.00.

Following that conversation, **Terry Kirk Moves** to transfer \$1,500.00 from the designated fund Eureka Capital Fund to the Eureka Community Center Capital Improvement Fund. William Morrill Second. **Motion Carried 7-2.**

FIRE DEPARTMENT RESERVES: Following a discussion at some length, **Charles Pollock Moves** to transfer \$72,514.00 from designated fund Fire/Capital Reserve for the debt service on the Quint, \$33,330.00 and \$39,510.00 for the Fire Station payment. Kevin Nadeau Second. **Motion Carried 9-0.**

Selectman Chairman Wakeman provided clarification of expenses of the original \$12,000.00 requested, which would be considered Capital Improvements and which would be considered maintenance. It was determined that installing security cameras and a stove suppression hood would be considered as capital improvement items and the cost for each is \$1,500.00, which would make a total request for these two capital improvements, \$3,000.00.

Following clarification, **Michael Fitzpatrick Moves** to transfer \$3,000.00 from designated funds, Fire/Rescue Capital Reserve for the purchase of a suppression hood for the kitchen and outside security cameras for a total of \$3,000.00. William Morrill Second. **Motion Carried 5-4.**

GENERAL ASSISTANCE: Following a brief discussion, **Kevin Nadeau Moves** to raise \$5,000.00 for General Assistance. Terry Kirk Second. **Motion Carried 9-0.**

HISTORICAL SOCIETY: Following clarification from Benjamin Love, a member of the Historical Society, **Michael Fitzpatrick Moves** to raise zero dollars for the Union Church Restoration. Benjamin Love Second. **Motion Carried 9-0.**

PARKS and RECREATION: The Personnel and Support and Benefits lines have been moved into the DPW budget.

Runaround Pond Park & Dam: Budget Committee Member Mark Conway stated that LL Bean uses the park for a number of their programs and suggested the Town ask LL Bean for some financial support towards park upkeep and maintenance. Budget Committee Kevin Nadeau provided contact information.

River Park Maintenance: The amount requested, \$1,555.00 is for operating expenses only.

War Memorial Park: Selectman Chairman Wakeman provided an overview of budget requests itemized by park. He stated the Selectmen are recommending an additional \$3,000.00 towards the repair/replacement of flag poles, adding electricity and repair/painting of the Gazebo. He stated that a Scout has selected this as his Eagle Scout project and submitted detailed preliminary plans to the Selectmen, which include the scouts providing most of the labor as well as planning a fund raiser to help defray costs. Final plans will be submitted to the Selectmen for approval.

Recreation: Selectman Chairman Wakeman stated that the amount requested \$750.00 for the Annual Parade is supplemented via fund raising by the Parade Committee and any unspent monies are returned to the Recreation Fund.

Charles Pollock Moves to transfer \$2,907.00 from designated fund State Park Fees and transfer \$10,000.00 from the Recreation Fund for a total appropriation of \$12,907.00, and raising zero dollars with the additional monies to go toward the War Memorial Park. Michael Fitzpatrick Second. **Motion Carried 7-2.**

PLANNING BOARD/BOARD OF APPEALS/ HISTORIC DISTRICT COMMISSION:

Selectmen Chairman Wakeman provided clarification for the increase in the proposed Personnel budget. He stated the Secretary's salary was moved from Administration and because last year's Planning Board and Appeals salary line fell sort of what was projected. This year, the amount requested for this line is based on having twelve meetings with the full Planning Board as well as an additional four meetings/workshops. Also included is \$5,000.00 for Ordinance review, as suggested by the Codes Official, at the request of the Planning Board, which would be conducted either by an outside resource, per contract. Or through GPCOG. The Operating Expense request remains the same as last year with the exception of a \$200.00 addition for maps for the Historic District Commission, which should satisfy the need for approximately ten years.

The group discussed the value of hiring an independent agent and/or GPCOG to conduct the Ordinance review by correcting inconsistencies and competing portions within the LUO Ordinance. It was noted that the Planning Board and Codes Official would also take part,

Terry Kirk Moves to Approve the request as written by transferring \$750.00 from designated fund Planning Board Fees and raising \$13,440.00 for a total of \$14,190.00. Michael Fitzpatrick Second. **Motion Carried 9-0.**

SOLID WASTE: Selectman Chairman Wakeman the amount for the hauling of trash \$190,575.00 is per contract. The amounts for special pickups labor, expenses including FICA and Medicare have been moved into the Public Works budget. The Operating Expense budget includes a \$100.00 decrease to the Hazardous Waste Facility request as now residents will need to submit a receipt for reimbursement by the Town.

Kevin Nadeau Moves to Accept as presented by transferring \$14,308.00 from designated fund, Solid Waste Tags and Raise \$177,517.00 for a total of \$191,825.00. Michael Fitzpatrick Second. **Motion Carried 9-0.**

TELECOMMUNICATIONS: Selectman Chairman Wakeman stated the Secretary Salary line is being decreased by \$900.00 as only \$116.00 was spent last year. He noted the Telecommunications line – Raise Pool has been added. The Public Information Technician Salary line has been increased by \$100.00 for the year based on a twenty hours work week.

Regular Operating Expense lines have have decreased by \$3,200.00, however E-mails for Committees, \$1,200.00 which represents adding 35 e-mail addresses per Maine's Right to Know/Freedom of Information Act, for the Planning Board, Appeals Board, DPW, Fire Department and the Historic District Commission which includes \$250.00 for set up fees.

Operating Expenses also includes PIT's request for an update to the Website Design. A discussion followed regarding the PIT's salary as well as whether the PIT would be installing various equipment. PIT Ricker stated he would be completing these projects during his 20 hours per week allotment. A general discussion followed regarding the request to update to the Website Design. PIT Ricker stated that the amount requested includes the Town Website and the Fire Website combined. A general discussion regarding Telecommunications expenses followed. It was noted that \$65,336.00 is the current Franchise Fees Fund balance.

It was the general consensus of the group to offset the costs associated with Town Reports, \$2,200.00, in the Administration Expenses from Telecommunications.

Charles Pollock Moves to Appropriate from designated fund, Franchise Fees for a total of \$28,659.00. Mike Fitzpatrick Second. **Motion Carried 9-0.**

ADMINISTRATION – Revisit: **Kevin Nadeau Moves** to Amend the Original Vote to add \$2,200.00 from designated fund, Franchise Fees for a total Appropriation of \$80,484.00 and Raise \$247,409.00 for a total of \$327,893.00. Terry Kirk Second. **Motion Carried 9-0.**

Adjournment: **Chairman Simon Calls for a Motion** to adjourn at 10:10 p.m., until the Saturday, April 4th 2015 Town Meeting.

William Morrill Moves to Adjourn at 10:10 p.m. Terry Kirk Second. **Motion Carried 9-0.**

Respectfully submitted,

Jill S. Toher, Secretary