

**BUDGET COMMITTEE MEETING MINUTES
WEDNESDAY, JANUARY 8, 2020**

Members Present: Ron Schneider, Marisa Caputo, Brian Toomey, Russ Markgren, Richard DeBold, Jim Gaylord, Suzie Finnell and Anna Martin.

Staff Present: Town Manager Jon Carter, Finance Director Jodie Sanborn, Accountant Casey Welch, Code Officer Jodine Adams and Planner Mike Livingston.

Called to order at 5:30pm.

Ron Schneider voted in as Chairman and Brian Toomey voted in as Vice Chairman. Motion by Jim, seconded by Marisa. Passed 7-0.

Assignment of budget members to review each department.

Assessing: Marisa & Anna

CEO: Marisa & Anna

Planning: Marisa & Anna

Information Center: Marisa & Anna

Town Clerk: Marisa & Anna

Transportation Center: Russ

Library: Ron & Suzie

Harbor: Richard

Human Resources: Marisa & Anna

Employee Benefits: Marisa & Anna

Property & Liability: Marisa & Anna

Parks & Rec: Russ & Richard

WAC: Russ & Richard

Parks & Rec Enterprise: Russ & Richard

Public Works: Richard, Marisa & Jim

Transfer Station: Richard, Marisa, Jim

Conservation: Ron

Fire: Suzie & Jim

EMA: Suzie & Jim

Police: Brian, Russ & Suzie

Dispatch: Brian, Russ & Suzie

ACO: Brian, Russ & Suzie

WEMS: Marisa & Russ

Public Safety: Brian, Russ & Suzie

Audit review, budget overview, Selectmen's policies, LD1, bond payment schedule, tax rate expectation and warrant articles summary given by Jon.

Budgets and CIP to Review

Administration: Jodie explained her budget request. Motion by Brian, seconded by Marisa to approve \$84,400. Passed 7-0.

Cable TV: Increase in salaries due to adding Comp Plan meetings as well as changes in how they are paid due to minimum wage laws. Used to be a per meeting stipend, now they are paid hourly. Motion by Marisa, seconded by Russ to approve \$22,300. Passed 7-0.

Fixed Charges/Bonds: Review of Bond and loan payments. Discussion to stretch out payments to the Transfer Station Enterprise longer and reduce amount to pay towards the deficit from \$205,506 to \$105,506. Motion by Brian, seconded by Marisa to approve \$1,849,707. Passed 7-0.

General Government: Jon and Jodie presented budget request. Motion by Russ, seconded by Jim to approve \$412,633. Passed 7-0

IT Infrastructure: Budget discussed by Jon. Motion by Jim, seconded by Marisa to approve \$307,641. Passed 7-0.

IT Infrastructure CIP: Request is for Tech Committee GIS funding and purchase of computers for public use at the library.

Town Manager: Jon explained his budget request. Discussed his retirement in September and being on vacation and on call July-Sept. Increase in Agreements/Contracts due to all labor contracts expiring this year. Motion by Brian, seconded by Richard to approve \$159,850. Approved 7-0.

Town Manager CIP: Jon, Jodine and Mike presented CIP requests.

1710 House- This is the house next to the Town Hall. It is in need of work on roof, post repair, and rot repair. Currently set up as a museum, no one to open it and run it. Very little grant money available for these types of projects. Discussed moving the School House to the same area to drum up more community interest but it would lose national historical augmentation if it was moved.

Town Hall Drainage- Water collects by the front door of the town hall. Pavers have settled, nowhere for the water to go. Project will bring the drainage to an existing catch basin in the parking lot and replace the pavers in the court yard.

Town Hall Siding- The town is painting too often, the building is not holding the paint. Looking to do a vinyl cedar shake instead of painting.

Comp Plan Update- Town ordinance passed on 11/5/19 requires the town to update the 2005 Comprehensive Plan. They are looking to hire a consultant to work on the project.


Pocket Park- Discussion on the park, located at the corner of Mile Rd. Mike showed a concept plan that was presented to the Selectmen.

Solar Panel Purchase-This year the town will buy the solar array system on the roof of the old Highway Garage from Revision Energy, one year earlier than originally planned.

Way Finder Year 3-Jon presented the results from the Way Finder committee. He showed the signage program design. This summer the town will be starting with signage at the public ways at the beaches.

Meeting Adjourned, motion by Brian, seconded by Richard. Passed 7-0.

Respectfully submitted,


Casey L. Welch
Accountant

Approved by,


Ronald Schneider, Jr.
Budget Committee Chairman