

## BUDGET COMMITTEE MEETING MINUTES FOR 3-7-17

### ROLL CALL/SIGN-IN:

#### PRESENT:

Bettie Harris-Howard  
Deborah Wilson  
Becky Batchelder

Laura Bragg  
Skip Wood  
Jeri Basko

Sean Bright  
Rebecca Beal  
Judy Churchard

#### ABSENT:

Corinna Cole (alt)

#### SELECTMEN:

Royce Heath

#### PUBLIC:

Ben Thompson

Chip Harlow

Becky motioned to open the meeting at 6:15 pm. Bettie seconded.

Discussion followed about whether this is a real meeting or a workshop. Decisions cannot be made in a workshop. Deb motioned to make it a real meeting. Bettie seconded.

Minutes were read and discussed and corrections made. Sean motioned to approve as corrected. Jeri seconded.

Bettie suggested that the Budget Committee should meet again in September to see how the budgets are going.

There was a lot of discussion about the **budget worksheet** Becky has created.

**General Government** is not done.

Royce mentioned that it might be possible to put Monday back on the schedule for the **Transfer Station**. There would still be 4 people on the payroll. He has a sense that this is what people want, based on the number of complaints he has received.

Chip suggested that there might need to be a special election to replace Christine Torno as Selectman since she resigned this week. Consensus was that this could be taken care of at the regular May election.

**Insurance Budget** is not done. Jordan is waiting for the new rate from the insurance company.

The **Dispatch Budget** was discussed. Bettie made a motion to accept the BOS recommendation. Judy seconded. All were in favor.

The **Contingency Budget** was discussed. Chip mentioned that the total may need to be increased due to an upcoming legal action. He couldn't give any details. It was agreed that is what the Contingency Budget is for if the Legal Budget is not enough.

The **Conservation Committee's** budget is now finished. The Committee has agreed to raise the Scholarship funds through fund-raising.

The **Transfer Station Budget** needs more discussion.

**EMS budget** needs an updated expense report to show that FICA changes have been made.

**Relief Agencies Budget** is still lacking information about the agencies, services delivered to Lebanon Residents and amount of money requested. We have letters from York Community Action, Caring Unlimited, and Southern Maine Agency on Aging. It was discussed that the rest of the letters are probably at the Town Office because they arrive in November each year. Royce will try to find them for the joint meeting with the BOS tomorrow night. It was decided to table discussion of Relief Agencies until we have more information.

The **Annual Festival Budget** was discussed. The Town puts up \$1500/year. The unused funds stay in the account for future festivals. The Revenue from 2016 was \$1915.

**CIP (Capital Improvement Projects) Budget** has no appropriation yet.

**NAIAD budget** amount was corrected to \$6600. The error was a typo.

## NEW BUSINESS:

### General Government Budget:

- Royce requested an increase in **Selectmen wages** to increase the hours back to 2016 levels. 10 hours a week is not enough time for Selectmen to get the work done. We agreed to increase the wages line back to \$32,000.
- It was suggested that **Assessing** (\$40,000) should be put back into General Government Budget instead of a separate budget. Ben said that assessing should be put out to bid and a sub-contractor should be hired to do the assessing.
- The **Assessing Agent** should be put under Outside services.
- Laura was concerned that **transparency** should be a priority. The ballot article should be worded in such a way that people understand that the Selectmen are requesting help with their assessing duties.
- It was felt that \$8,000 for **Building Maintenance** was too high. This amount reflects the fact that they had to paint the Town Office last year. Are there any big items planned for this year?
- There was a lot of discussion and confusion about the **technology maintenance** line. Laura said there is \$5800 in the budget for this year for computers. The BOS would like to set up another station in the front to speed things up for residents. There is also the

question of the new server. Right now, the computers back up to another computer. Chip suggested that the BOS come up with a plan of what they want to do and a timeline for completion.

- The **Software license** (30-06) for \$16,000 includes Trio and the website. What does **technology maintenance** (30-07) for \$5000 include?
- What about **Bank fees**?

### Highway Budget:

- Royce said he recognized that we have put a lot of thought and hours considering the Highway Budget, but he asked us to defend the \$93,000 in cuts.
- This budget should have gone down because the Town's backhoe is now paid for. This should have been a saving of \$34,000. The savings was absorbed into cutting, ditching, excavating, etc. lines without any explanation.
- When asked to attend a meeting with the Budget Committee to help us explain the budget, the Road Commission did not show up and texted that he was too busy.
- We suggested that the amount of the backhoe payment should now go into a CIP account for future purchase of Town equipment: possibly a 1-ton with trailer or an excavator.

### Transfer Station Budget:

- The BOS is the Department Head for the Transfer Station.
- Royce discussed the possibility of re-opening the Transfer Station on Monday next year. He said this would save money on the Waste Management line because they can fill the cans with Demolition debris at the end of the day. Trash is less costly than demolition debris. This would make it less likely that they would have to fill an additional can with debris only. After a lot of number crunching, it was decided to increase the wages line to \$80,000 (+\$15,000) and decrease the Waste Management line to \$285,000 (-\$15,000) since week have not been spending the amount in the Waste Management line. The total stays the same, but we get 4 days a week instead of 3.

Sean motioned to adjourn the meeting at 8:55. Jeri seconded. All approved.

Next meeting is March 8, 2017 at the Town Office.

Agenda:

- Clarify budget questions.
- Review all budget recommendations made by the Budget Committee.

Respectfully submitted:

Rebecca W. Beal