

Town of Gouldsboro Budget Committee

Meeting Minutes for Wednesday, 21 April 2021 — PH Women's Club

Attendees

- Dwight Rodgers
- Ray Jones
- Deb Bisson
- Jay Bricker
- Fred Cook
- Roger Dean (via Zoom)
- Becky Follette
- AJ Higgins
- Mary-Ann Higgins (via Zoom)
- Eve Wilkinson
- Paul Stewart (Alternate)
- Dave Seward (Alternate, via Zoom)
- Andrea Sirois (Town Manager)
- John Shively (Guest)
- Jim McLean (Guest)
- Letitia Baldwin (Guest)

Absent

- None

General Discussions

- Meeting called to order at 6:07 pm. Minutes from April 14 approved.
- Ray provided a copy of the 1992 Town report that also included the 1993 budget.
- Andrea notes that two factors go into the RSU 24 budget; one was inadvertently omitted from previous budgetary number. The new, accurate number for FY 2022 is \$3,053,004.
- Significant department discussion items shown below. Detailed comments in Excel worksheet.

Public Works

- Jim McLean was asked what the line item “road projects” cover. Jim says the work is to “fix the roads,” i.e., labor for culverts, berm work, cutting road banks back, resurfacing dirt roads in town, equipment rental, etc. It covers everything that is not itemized, and specifically does not include paving. Jim also noted that not much was expended last year in terms of road projects because of pandemic-related budget issues and contractor availability.
- Andrea provided additional clarification regarding the health insurance line: There are two different plans, one through MMA (~\$13,000/year for “one unit” of coverage) and one through another provider for those who choose it (the “cafeteria plan,” ~\$1500/year). The health insurance line in Public Works currently covers one person, and this is a separate cost from General Administration health insurance costs. Jim has chosen this cafeteria plan. A question arose as to whether we should budget for the maximum possible cost in the event that Jim changes his mind or there is a change of personnel. The consensus is to remain with the \$1500 cost but “red line” any new amount. If any new employee opted for the “standard” plan, that cost would be prorated based on time to end of FY. **Motion to keep the budget at \$1500. Passed with no dissent.**
- **Motion presented and approved for Public Works budget of \$620,213.**

Reserve Accounts

- **Solid Waste Reserve**
 - The current reserve account is for the new concrete roll-off pad, but the bid request for new roll-off did not include any paving. It is expected that the cost of the new roll-off will consume most, if not all, of the existing reserve funds. The FY 22 reserve to replenish the reserve account. Consensus is to keep reserve budget at \$5000.
 - No decision as yet regarding installation/use of scales at Transfer Station.
 - **Motion to approve Solid Waste reserve of \$5000 passed with no dissent.**
- **Paving Reserve**
 - There is roughly \$133,000 carried forward from the FY21 budget. When combined with the \$150K requested for FY 22, the \$283K will pave roughly 2½ miles of road.
 - **Motion to approve reserve budget of \$150K carried.**

- **Public Works Reserve**
 - Jim notes that the pick-up truck will need replacing at some point and it is prudent to start saving now for replacing it.
 - **Motion to approve \$5000 approved.**
- **Cemetery Reserve**
 - Current balance is \$1500.
 - **Motion to approve \$500 for FY22. Passed.**
- **Cruiser Reserve**
 - Chief Shively has asked the BoS to consider rewording this reserve to include Academy costs and to cover other “extra” expenses that have no other home. Dwight notes that is a policy decision, rather than a money decision. But Andrea notes that this gets into the issue of long-term planning and “rainy day” issues; for example, to cover the recent change to the RCC that requires a new Spillman system that wasn’t budgeted. Consensus is that this issue needs to be addressed by the BoS.
 - The cruiser reserve account is estimated to have a remaining balance for FY21 of about \$7000 because of unexpended Academy costs.
 - **Motion to approve \$10K for the cruiser reserve. Motion approved with one opposed.**
- **Legal Reserve**
 - Current balance is \$11,411.
 - **Motion to approve an additional \$11,400 approved.**
- **Building and Grounds Reserve**
 - Jim notes that current request of \$10K does not include the amount he requested of \$5000.
 - Actual B&G reserve request should be \$15K. **Motion to budget for a \$15K B&G reserve approved with no dissent.**

Public Safety

- **Police Department**
 - It was noted once again that the BoS decided we should budget for three FT officers for health insurance and other related costs, just to be safe.
 - John was asked about “special projects” included. John reiterated the money would be to replace the Spillman system and new digital radios, whenever those happen.
 - A question arose about the advertising estimate, given the possibility of three FT officers and the need for related advertising. For the current request of \$300 John used previous estimates, but there was a question as to whether this is adequate. Andrea suspects that John’s number is low. Consensus is that the number should be \$500; reflected in a revised Police Dept budget.
 - Andrea noted that the insurance lines still in work.
- **Animal Control**
 - Technically still under the PD but separated budgetarily from PD and FD to 1) keep track of it, and 2) possibly help with grant applications.
 - Neither John nor Town can legally solicit donations, but they can accept unsolicited donations.
 - John is confident that \$650 is good number.
- **Fire Department**
 - The insurance budget in the working budget as of today is incorrect. It needs to be increased from \$12,779 to \$13,418.
 - There was an extended discussion about liability insurance because none is shown in the Fire Dept budget. Andrea notes that insurance costs are not broken out by MMA for FD. There a question as to whether the FD would be covered if “something” were to happen. Andrea said they would be, according to the way MMA handles insurance... we get one giant insurance

bill and it is up to us to figure out how to apportion costs. But the question persists as to why we don't show any liability costs for the FD given that we have liability insurance for other departments, e.g., the Shellfish Committee. Dwight suggests adding \$3000 to be safe because of confusion. Roger reiterated his suggestion that we ask the BoS to consider treating insurance in the same way that MMA does, as one lump cost to the town. Considered but rejected. **Motion to increase FD liability to \$3K, passed.**

▪ **Ambulance**

- There is still a question about the relationship of retirement with respect to stipend employees. No BoS decision as yet regarding this issue. Trio currently considers only primary (FT) income.
- Question about including retirement benefits for one employee. Consensus is to leave it as is. The issue is that there is a conflict in policies and the BoS have not yet made any decision with respect to these policies. As a "work in progress" for three years, still more work to be done to establish a baseline approach for the future.

- **Motion to accept Public Safety budget of \$570,922. Passed unanimously.**

Charitable Contributions

- Discussion about how charitable requests are handled, but any in-depth discussion of this will be covered in next week's meeting.

The meeting was adjourned at 8:00 pm.

