

## Budget/Finance Committee Meeting Minutes

Monday, January 13, 2003

Attendance: Rolf Olsen, Chairman Budget/Finance Committee; Jane Jordan; Louise Murray; Bob Jones; Colleen Laprise; Stephanie Bubier; Ada Brown, Chairman Board of Selectmen; Betty McDermott; Charles Leavitt; Christine McClellan; Elizabeth Cummings, Finance Director; Denis Morse, Fire Chief; Nathan White, Public Works Director; Kevin Woodbrey, Technical Committee; and Don Willard, Town Manager.

1. Call to order. Rolf Olsen called the meeting to order at 7:06 pm at the Town Office.

2. Minutes approval for December 23, 2002.

MOTION: Bob Jones motioned to approve the minutes as written. Seconded by Louise Murray.

VOTE: Unanimous.

3. Review CIP proposals for the 2003/2004 FY Budget.

DISCUSSION: Don Willard opened by offering a quick review of the CIP saying that a new addition is the Capital Reserve Fund for a new Town Office for \$50,000 which will be used to allow studies etc for a new town office. Some of this money could be used for the development of the plans for such a building. The Cable CIP is \$40,000 and will enable our first step toward installing a digital video system which will allow live broadcasting. The Fire Department CIP will be \$180,367. Public Works has a major increase to \$408,333 which allows for catch-up road repairs which have not been done in past years. Public Safety building debt is \$155,361 which will use \$15,819 from the previous budget. This means that only \$139,542 will have to be raised in this year. Revaluation shows the second installment of this total in the amount of \$68,250. It is expected that the revaluation will take 2 years to complete.

Public Works – Nathan White

Mr. White explored the history of our road maintenance program which has allowed many of our roads to become very worn and in need of repair. Mr. Willard said that having this reserve fund will allow more roads to be repaired and kept in good shape in the future. He continued that the Town's relationship with P & K Sand and Gravel has and is a good one and should be maintained until the Town is in a position to have its own Public Works crew large enough to handle more. Contracting with P&K is the most economical way to plow snow for Raymond. Mr. White said that at this point the extra manpower and equipment needed to plow snow probably wouldn't be used effectively during the summer to warrant the extra expense. P&K is asking for a five year contract which is longer than we would like (3 years) but in actuality it will be good to plan for this time period and then decide whether we want to do our own plowing in the future.

Mr. White explained that it was important to replace the old equipment before it needs major repairs. He also said that paving will hold a priority position in the budget and get ahead of the road problems instead of just reacting to complaints. He listed the worst roads as being Cape Road, North Raymond Road from Gray to Ganderbrook, Mountain Road, Tenny Hill Road, and Spiller Hill Road.

Fire Department – Denis Morse

Chief Morse said that he wanted to get to a zero increased budget. He said that they are looking at a good used utility truck instead of purchasing a new one. This extraction vehicle should cost around \$82,500 and would be used to carry all the tools and taken to every fire or accident. This truck does not have to be a new vehicle like the rescue vehicles or pumper trucks because of its use. He said that when Raymond looks toward a ladder truck it probably will be a good used one and hopefully will be shared by Casco and Naples. This is expected in the 2006-2007 budget. He also would like to have flexibility in using the CIP budget. In the future the Fire Department intends to get payment from Frye Island, Gray, and Casco for mutual aid which covers the real cost of providing services. At this time the per call cost is \$438. He expects to continue this level of funding in the CIP.

Mr. Willard noted that if Raymond has strong programs then it will be in the center of any collaboration between towns which is advantageous.

Technology – video broadcasting – Kevin Woodbrey

Mr. Woodbrey said that for the \$108,000 we would have the beginnings of a digital video studio which can do live broadcasting. This would give us the equipment in the modular classroom with two channels – one for the school and one for the town. Eighty hours of recorded time can be held by the computer and shown automatically. The

storage equipment costs about \$68,000 and the rest of the expense would purchase recorders, cameras, microphones etc. The Planning Board and Appeals Board prefer to continue to meet in the Town Office but those meetings could be taped and then shown over the cable much like we are showing the Selectmen's meetings now.

Mr. Leavitt said that the Fire Department and Public Works are very important for now and in the future but had concern about putting money into the digital equipment at this time. Mrs. Bubier asked how many employees it would take to take care of this video equipment. Mr. Willard said this would be discussed under the operating budget. Mr. Woodbrey noted that Raymond needs to increase its means of informing its citizens and that the coordination of the Roadrunner and video channels is foremost. Mr. Willard said that thanks to Kevin and his committee Raymond is very fortunate in having these avenues of communication. Mr. Leavitt concurred but said that Raymond needs to be very practical in our spending because we don't know what financial future will bring. The future State money coming to us is very unpredictable. Mr. Jones asked if this equipment will be moveable to a new building if necessary. Mr. Woodbrey replied yes.

4. Adjourn. Rolf Olsen adjourned the meeting at 8:20 pm.

Louise H. Lester  
Town Clerk