

Budget/Finance Committee
Meeting Minutes
Monday, March 29, 2004

Rolf Olsen, Chairman Budget/Finance Committee; Coleen Laprise; Wayne Holmquist; David Rowe; Suzanne Brockelbank; Ralph Bartholomew; Don Willard, Town Manager; Elizabeth Cummings, Finance Director;; Charles Leavitt; Betty McDermott; Dana Desjardins; Denis Morse, Fire Chief; Nathan White, Public Works Director; Sandra Caldwell, Superintendent; Norma Richard, Principal Raymond Elementary; Charles Miller, Principal Jordan-Small Middle School; Meg Waters, Special Education Director; Brenda Stevenson, Chairman School Committee; Frank Dexter; Frank McDermott; Kevin Woodbrey, Technology Director; Amanda Simpson, Assessor's Agent; and Pat Smith, Boating Safety Committee.

1. Call to order. Rolf Olsen opened the meeting at 7:00 pm at the Town Office.

2. Recommendation for the Town Budget Warrant Articles.

DISCUSSION: Pat Smith spoke about her request that there be a water safety program. She said that Barbara Lovell had been working with the IF&W for several years, John & Kim Manoush, did a survey compilation, and she is the director of Wawenock for which a big part of her job is organizing a safety program for the camp – boating being a big part of that. She noted the surplus boat purchased by the Fire Department this year and said that they had been talking with Chief Morse about the use of it for their proposed program. She noted that Naples has a harbor master who has been patrolling for years. They want to organize a citizens group which will be concerned with water surface issues. They plan their first meeting in May. She felt they need to take small steps to go forward. The group feels that just a safety presence this summer would be beneficial. She said she attended this meeting to support the Fire Department budget. The group plans to raise money privately and encourage support to get a safety presence on the lake. She continued that this will not become a town administration function because that would take cooperation of all the towns around Sebago. She asked that this be a pilot program to see how it goes. She indicated that Naples will be their model for training and guidance. Also Red Cross courses will help train their rescue personnel. Mr. Holmquist asked if this was a regional endeavor? Ms. Smith replied they were just starting that kind of contact but had been in touch with Allan Duckett of Naples who is forming a 501c3 organization and possibly Raymond can become a member if it looks like a viable route to take. Mr. Holmquist felt that this type of organization should be regional. Chief Morse said that he had talked with IF&W and Frye Island about this issue and said they have an agreement for full fund remuneration from Frye Island. However, he felt that Raymond, Casco, Naples, Frye Island and IF&W should be in partnership in this endeavor. He said that he

had committed to the boat only. He noted that Sabre Yachts refurbished the boat free of charge to Raymond and that Jack Cooper volunteered to worked on the outboard motor. He added that this is not about enforcement but training and rescue. He continued that Frye Island will give from their staff one trained man for one day a week probably a Saturday or Sunday. He noted that there was \$500 in the Fire Department budget for gas for the boat. Mr. Olsen asked what would happen if the other lakes owners want this service. Chief Morse thought that with the new boat being used on Sebago, it would free up the inflatable boat for use in our other lakes. Chief Morse added that the milfoil program will possibly use the inflatable boat for their use as well. Ms. Smith asked to be put on their email list. Chief Morse reiterated that the IF&W will have the use of the boats if they need them for rescue work. Mr. Olsen said he didn't want this to escalate into doing the work that IF&W should be doing. He asked how the liability issues were being dealt with because we need to protect the town from suits. He wanted to be sure that "we have our eyes open". Chief Morse noted that Frye Island should be training and maintaining their own crews which would be an auxiliary of Raymond's Fire Department. He continued that if there weren't funds and volunteers, the boats will just be rescue watercraft. He thought this was a small value to give to the taxpayers who live on and pay taxes on the waterfront. Chief Morse thought this might become a line item in the Fire Department budget if it works. Mr. Willard hoped that the State Police and Cumberland County Sheriff's would be helpful if they were needed. Ms. Smith agreed that the IF&W is not doing their job and understood that liability is a major concern. Leonard Adams asked if the IF&W is going to respond if the volunteers call in someone with i.e. an OUI? Chief Morse felt they would respond if they are available on the lake as they do in Naples. Chief Morse explained that our volunteers would never chase a boat which was being a problem. He assured them that this function would be a layman's organization and not a professional one. He added that Panther Run Marina may donate a slip for the boat and that Frye Island would be willing to make a space for the boat if necessary.

ARTICLE 2: To see if the Town will vote to authorize the Selectmen on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Selectmen, as may be amended from time to time, the policy to remain consistent with State statutes and laws. In all cases conveyance to be made by municipal quit claim deed.

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Coleen Laprise.

VOTE: Unanimous

ARTICLE 3: To see what date taxes will be due and to set an interest rate for unpaid amounts.

The Selectmen recommend 1st half to be due October 31, 2004 and 2nd half to be due April 30, 2005 with interest at six and one half percent (6.5%) on any unpaid balances.

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Coleen as written
VOTE: Unanimous.

ARTICLE 4: To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at six and one half percent (6.5%) for the fiscal year.

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Wayne Holmquist.
VOTE: Unanimous.

ARTICLE 5: To see if the Town will vote to authorize the Board of Selectmen to dispose of Town owned personal property with value not to exceed \$35,000 and for such authority to begin May 15, 2004.

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 6: To see what sum the Town will vote to authorize the Selectmen to borrow from or appropriate from undesignated surplus as they deem advisable to meet the unanticipated needs of the community that occur during the fiscal year.

The Selectmen
The Budget Committee

MOTION: David Rowe motioned to approve \$50,000. Seconded by Wayne Holmquist
VOTE: Unanimous.

ARTICLE 7: To see if the Town will authorize the Selectmen, for the fiscal year 2004 - 2005, to transfer funds between appropriation accounts as long as the

grand total of all appropriations is not exceeded. Any such transfers to be approved only at a properly called public meeting of the Selectmen.

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Coleen Laprise motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 8: To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Note of explanation -- Three examples of when the use of Town employees and equipment is necessary include the following:

- A. Tying in work done on a public road that intersects a private road;
- B. Plowing snow on a private road to clear the way for emergency response apparatus; and
- C. In rare or emergency situations, maintaining private roads for school bus access to special education students as deemed necessary.

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 9: To see if the Town will vote to authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. § 506.

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Coleen Laprise motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 10: To see what sum the Town will vote to appropriate from the tax increment of the Pipeline / RT 302 Tax Increment Financing District for FY2004/2005 projects proposed in the Tax Increment Financing District Development Program.

Amount requested: \$ 225,599
The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Wayne Holmquist motioned to approve Article 10 as written.
Seconded by Coleen Laprise.
VOTE: Unanimous

MOTION: Suzanne Brockelbank motioned to reconsider Article 10. Seconded
by David Rowe.
VOTE: Unanimous.

MOTION: Wayne Holmquist motioned to approve Article 10 in the amount of
\$227,599. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 11: To see what sum the Town will vote to raise and appropriate for
the Administration account.

Amount requested: \$ 446,232
The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Wayne
Holmquist.
VOTE: Unanimous.

ARTICLE 12: To see what sum the Town will vote to raise and appropriate for
the Assessing account.

Amount requested: \$ 46,800
The Selectmen recommend adoption of this Article.
The Budget Committee

DISCUSSION: Mr. Holmquist asked when will the revaluation begin. Mr. Willard
replied this year. Mr. Holmquist inquired when it will be seen on the tax rolls. Mr.
Willard replied in the fall of 2005.

MOTION: David Rowe motioned to approve Article 12. Seconded by Coleen
Laprise.
VOTE: Unanimous.

ARTICLE 13: To see what sum the Town will vote to raise and appropriate for
the Town Office account.

Amount requested: \$ 25,264
The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Wayne Holmquist.

VOTE: Unanimous

ARTICLE 14: To see what sum the Town will vote to raise and appropriate for the Insurance account.

Amount requested: \$ 369,548

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Wayne Holmquist.

VOTE: Unanimous.

ARTICLE 15: To see what sum the Town will vote to raise and appropriate for the General Assistance account.

Amount requested: \$2,000

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Coleen Laprise motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous

ARTICLE 16: To see what sum the Town will vote to raise and appropriate for the Technology Department account.

Amount requested: \$ 72,150

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Wayne Holmquist.

VOTE: Unanimous.

ARTICLE 17: To see what sum the Town will vote to raise and appropriate for the Community Development account.

Amount requested: \$ 41,700

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by David Rowe.

VOTE: Unanimous.

ARTICLE 18: To see what sum the Town will vote to raise and appropriate for the Fire Department account.

Amount requested: \$ 425,092

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by David Rowe.

VOTE: Unanimous

ARTICLE 19: To see what sum the Town will vote to raise and appropriate for the Dispatch account.

DISCUSSION: Mr. Holmquist asked why utilities went up so much. Chief Morse replied that it was the telephone where previously part of the expense was being picked up by the town office.

Amount requested: \$ 151,254

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 20: To see what sum the Town will vote to raise and appropriate for the Animal Control account.

Amount requested: \$ 8,310

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Wayne Holmquist.

VOTE: Unanimous.

ARTICLE 21: To see what sum the Town will vote to raise and appropriate for the Infrastructure account.

Amount requested: \$ 17,988

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Coleen Laprise.
VOTE: Unanimous.

ARTICLE 22: To see what sum the Town will vote to raise and appropriate for the Public Works account.

Amount requested: \$ 437,266
The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 23: To see what sum the Town will vote to raise and appropriate for the Solid Waste account.

Amount requested: \$ 591,339
The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Wayne Holmquist.
VOTE: Unanimous.

ARTICLE 24: To see what sum the Town will vote to raise and appropriate for the Cemeteries account.

Amount requested: \$ 12,930
The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 25: To see what sum the Town will vote to raise and appropriate for the Parks account.

Amount requested: \$ 12,295
The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Coleen Laprise motioned to approve. Seconded by Suzanne Brockelbank.
VOTE: Unanimous.

ARTICLE 26: To see whether or not the Town will vote to raise and appropriate for the Library.

DISCUSSION: Mrs. Cummings said that most of this budget is salary and insurance. Mr. Desjardins felt they should get their heating oil at the town price. Mr. Willard said he would check to see if that can be done. Mr. Bartholomew asked if the library is becoming a part of the town or is still independent. Mr. Willard replied they are independent. Mrs. Cummings stated that the town is about half of their funding. Mr. Leavitt asked what type of non-profit they are. Mrs. McDermott thought that they had their 501(c)3 status.

Total amount requested: \$23,400

The Selectmen recommend adoption of this Article.

The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by David Rowe.

VOTE: Unanimous.

ARTICLE 27: To see what sum the Town will vote to raise and appropriate for the Unclassified accounts.

DISCUSSION: Mr. Holmquist felt that the Historical Society should be given money because it never has been given anything. He wanted to see \$2,000 entered for this year which will make it possible for the Society to catalogue thousands of things which have been collected over the years. He hoped that interviews had been done with the other requesting entities to see what Raymond gets for its money. Mr. Olsen replied that they were asked to give the status of their work in the town. Mr. Holmquist felt they should come before the Budget Committee and the Selectmen to get on the list for the following year. Mr. Olsen informed the Committee that they could vote on it as it is or add the amount of \$2,000 in its entirety, or deduct some amount from the other accounts to cover that increase. Mr. Rowe felt they could take \$125 from the included accounts and then raise another \$1,000. Coleen felt this discussion was late in the process to make this type of change. Mrs. McDermott explained that it is called the Raymond-Casco Historical Society but the Town of Casco has been supporting the Society for years and is willing to do more for it in the future including donating land for an additional building if procured. Mr. McDermott understood that the new Comprehensive Plan advises that Raymond should support this type of entity. Mr. Leavitt felt that since the library was adjusted late in the process, Mr. Holmquist had an issue but would ask that the library wait until next year. Mr. Rowe wanted to see something for them in this budget. Mr. McDermott asked if the Community Health Services was still viable in Raymond. Mrs. Cummings said that their request was dated December 2003.

Amounts requested:

Tri-County Mental Health	\$ 2,712
Community Health Services	\$ 4,000
P.R.O.P.	\$ 5,100
Southern Maine Agency on Aging	\$ 1,872
Regional Transportation	\$ 2,750
Casco Senior Citizens Meals	\$ 500
Family Crisis Shelter	\$ 1,000
Raymond Extended Day Care	\$ 3,684
Sexual Assault Response Service	\$ 250
Raymond Rattlers Snowmobile Club	\$ 1,600
American Red Cross	\$ 0
Raymond/Casco Historical Society	\$ 0
Maine Public Broadcasting	\$ 0
Southern Maine Parent Awareness	\$ 0
Child Health Center	\$ 0

Total amount requested: \$ 23,468

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Wayne Holmquist motioned to have Raymond-Casco Historical Society added to the list for \$2,000. Second none.

DISCUSSION: Mr. Olsen said that there was nothing wrong with having two different amounts on an article; one for the Selectmen and one for the Budget/Finance Committee. It was noted that allowing one of the entities, which was cut by the Selectmen, might cause questions if funded at this point. Mr. Olsen asked if possibly some of the unexpended TIF could be used. Mr. Willard informed them that the TIF encourages action to enhance tourism and commerce. Mrs. Cummings said that at this point the TIF is under used by \$2,000 compared to what was used last year. Mr. Olsen indicated that the Selectmen would have to make that happen and then have it pass the Budget Committee. There was discussion about fund raising. Mr. Holmquist said that they are applying to become a 50c3 organization. Mrs. McDermott noted that they have dues and other small money making activities.

MOTION: Coleen Laprise motioned to pass this article as written. Seconded by David Rowe.

VOTE: 4 in favor (Bartholomew, Rowe, Brockelbank, Laprise) 1 opposed (Holmquist)

DISCUSSION: Mr. Rowe recommended that the Selectmen look into having this included under the TIF budget for 2004-2005. Mr. Willard suggested that each entity in the future submit a petition for their request before it is considered for funding. He felt that possibly just asking for an evening of interviews would work. Mr. Olsen felt that a further discussion should determine what will happen next year.

ARTICLE 28: To see whether or not the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) account.

The Selectmen recommend carrying forward any existing balance.
The Budget Committee

MOTION: Coleen Laprise motioned to approve. Seconded by David Rowe.

VOTE: Unanimous.

ARTICLE 29: To see what sum the Town will vote to raise and appropriate for the Capital Improvement account.

Amount requested: \$ 245,631

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 30: To see if the Town will vote to authorize the municipal officers to contract with Vision Appraisal Technology for the revaluation of the Town for the contract sum of \$260,500. To raise and appropriate \$157,750 in fiscal year 2004/2005. The contract balance of \$47,000 to be raised and appropriated in fiscal year 2005/2006.

EXPLANATION: The total project cost is \$273,000. It entails the \$260,000 vision contract and \$12,500 from the capital reserve account for a computer server, miscellaneous equipment and telephone expense.

Amount requested: \$157,750

The Selectmen recommend adoption of this Article.
The Budget Committee

DISCUSSION: Amanda Simpson explained that the contract has a bailout clause which requires a certain amount of work to be done and the staggered

amounts will pay for work as they go. 75% of the work will be done 7/1/04 to 6/30/05

MOTION: David Rowe motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 31: Shall the Town approve a series of public capital improvement projects consisting of a road reconstruction and repaving program at an estimated cost of \$950,000, and (2) appropriate a sum not to exceed \$950,000 to fund the cost of the project and, (3) to fund said appropriation, authorize the Treasurer and Chairman of the Board of Selectmen to issue general obligation securities of the Town of Raymond, Maine (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$950,000 and the discretion to fix the date(s), maturity(ies), interest rate(s), denominations(s), call(s) for redemption, place(s) of payment, form, and other details of said securities, including execution and delivery of said securities on behalf of the Town of Raymond, and to provide for the sale thereof, is hereby delegated to the Treasurer and Chairman of the Board of Selectmen.

The Selectmen recommend adoption of this article.
The Budget Committee

DISCUSSION: There was discussion of how Raymond wants to fund its road work. Mr. Willard informed them that this will be three years of road work which will be paid for over 10 years. He felt that the extra value after the revaluation would help with raising money. Mr. Willard recommends that after the November referendum if the tax cap passes, the Selectmen and Budget Committee meet to agree to not go through with the bonds.

MOTION: Wayne Holmquist motioned to approve Article 31. Seconded by David Rowe.

VOTE: Unanimous.

EXPLANATION AND RECOMMENDATIONS:

The purpose of this Article is to approve the capital improvement projects set forth in the above article and the permanent funding of these projects. A professional engineering evaluation of all Raymond roads will be conducted and a schedule of work will be developed based upon present state of repair, traffic volume and other safety factors.

FINANCIAL STATEMENT

- 1. Total Indebtedness
 - A. bonds outstanding and unpaid: \$10,562,317

B. Bonds authorized and unissued:	\$	-0-
C. Bonds to be issued if this Article is approved	\$	950,000

2. Costs

At an estimated maximum interest rate of 4% for a ten (10) year maturity, the estimated costs of this bond issue will be:

Principal:	\$950,000
Interest:	<u>185,659</u>
Total Debt Service:	\$1,135,659

3. Validity:

The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If that actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

s/Elizabeth R. Cummings
Town Treasurer

ARTICLE 32: To see what sum the Town will vote to raise and appropriate for the Capital Improvement account Public Works Road Construction Bond.

Amount requested: \$ 15,170

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: Coleen Laprise motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 33: Shall the Town approve a series of capital equipment purchases consisting of (a) the purchase of a new fire truck and related equipment at an estimated cost of \$410,000 and (b) the purchase of a new ambulance and related equipment at an estimated cost of \$140,000, and (2) appropriate a sum not to exceed \$550,000 to fund the costs of these purchases and, (3) to fund said appropriation, authorize the Treasurer and Chairman of the Board of Selectmen to issue general obligation securities of the Town of Raymond, Maine (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$550,000 and the discretion to fix the date(s), maturity(ies), interest rate(s), denominations(s), call(s) for redemption, place(s) of payment, form, and other details of said securities, including execution and

delivery of said securities on behalf of the Town of Raymond, and to provide for the sale thereof, is hereby delegated to the Treasurer and Chairman of the Board of Selectmen.

The Selectmen recommend adoption of this article.
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by David Rowe.

VOTE: Unanimous.

EXPLANATION AND RECOMMENDATIONS:

The purpose of this Article is to approve the acquisition of two major pieces of fire apparatus set forth in the above article and the permanent funding of a new engine to replace Engine One, a 1981 model to be purchased in fiscal year 2004-2005. Engine One has failed its annual pump test and is in poor mechanical condition. Rescue Two a 1995 chassis with a 1986 ambulance body needs replacement as scheduled in fiscal year 2005/2006.

FINANCIAL STATEMENT

4. Total Indebtedness	
A. bonds outstanding and unpaid:	\$10,562,317
B. Bonds authorized and unissued:	\$ -0-
C. Bonds to be issued if this Article is approved	\$ 550,000

5. Costs
At an estimated maximum interest rate of 4% for a ten (10) year maturity, the estimated costs of this bond issue will be:

Principal:	\$550,000
Interest:	<u>107,487</u>
Total Debt Service:	\$657,487

6. Validity:
The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If that actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

s/Elizabeth R. Cummings
Town Treasurer

NOTE: Mr. Willard will clarify if a second article is needed concerning amounts to be paid.

ARTICLE 34: To see what sum the Town will vote to raise and appropriate for the Capital Improvement account Fire Department Equipment Bond.

Amount requested: \$ 8,783

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 35: To see what sum the Town will vote to raise and appropriate for the County Tax account.

Amount requested: \$429,763

The Selectmen recommend adoption of this Article.
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 36: To see if the Town will vote to appropriate the total sum of \$ 200,000 from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds which may be available from the federal government.

The Selectmen recommend adoption of this Article.
The Budget Committee

ARTICLE 37: To see if the Town will vote to accept certain State Funds as provided by the Maine State Legislature during the fiscal year beginning July 1, 2004 and any other funds provided by any other entity.

- A. Municipal Revenue Sharing
- B. Local Road Assistance
- C. Emergency Management Assistance
- D. Snowmobile Registration Money
- E. Tree Growth Reimbursement
- F. General Assistance Reimbursement

G. Veteran's Exemption Reimbursement
H. State Grant or Other Funds

The Selectmen recommend adoption of this Article.
The Budget Committee

ARTICLE 38: Shall the Town vote to adopt the 2004 Raymond Comprehensive Plan.

The Selectmen recommend adoption of this Article.
The Comprehensive Plan Committee recommends adoption of this Article.

ARTICLE 39 & 40 are ordinances

DISCUSSION: Mr. Olsen asked if there were any questions?
RECESS: Rolf Olsen recessed the meeting at 9:00 pm for five minutes.

RE-OPEN MEETING: Mr. Olsen re-opened the meeting at 9:05 pm.

3. Recommendation for the School Budget Warrant Articles.

DISCUSSION: Ms. Caldwell explained that every cost center got a 10% instead of a 15% increase which was previously printed. The grand total was reduced. Administration salary was reduced from 5% to a 3.5% increase because of new information.

NOTE: Mrs. Stevenson noted that the article amounts don't always follow the exact line item in the budgetary paperwork because some items are combined in the articles i.e. transportation. She asked if there needs to be a warrant article to allow the renaming of the articles. Mr. Olsen felt that only the state mandated articles are definite but the others can be as you wish.

NOTE: In Articles 41, 43, 45, 47, 51, 52, and 54 the amounts were changed as of 3/29/04 and those new amounts are shown in parenthesis.

ARTICLE 41: To see what sum the Town will appropriate from the foundation allocation and other revenues for Health Services.

The School Committee requests \$ 60,814 (\$60,556 as of 3/29/04)
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Wayne Holmquist.

VOTE: Unanimous.

ARTICLE 42: To see what sum the Town will appropriate from the foundation allocation and other revenues for Library Services.

The School Committee requests \$72,059
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by Coleen Laprise.
VOTE: Unanimous.

ARTICLE 43: To see what sum the Town will appropriate from the foundation allocation and other revenues for Office of the Superintendent/School Board.

The School Committee requests \$260,906 (\$256,906 as of 3/29/04)
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by Suzanne Brockelbank.
VOTE: Unanimous.

ARTICLE 44: To see what sum the Town will appropriate from the foundation allocation and other revenues for Operation and Maintenance of Plant.

DISCUSSION: Pat Smith asked if this amount was for the use of the building other than school functions. Ms. Caldwell replied yes. Mrs. Stevenson said that they had decided to adjust their policy having to do with the use of the school outside of school activities. They may make adjustments as to whether it's profit or non-profit organizations who use the facilities without charge. Mr. Leavitt asked where the revenues were shown. Mrs. Stevenson said they would look at their policy depending on what the town meeting will do. At this time they are charging for use. Pat Smith said that their basketball activity paid about \$2,000 for the school's use on Saturdays. Mr. Olsen said it would be helpful if there was another column which shows the actual revenues from this charge for activity. Mr. Leavitt felt that there was a difference in what was budgeted and what was the actual expenditure. Mr. Adams asked if there could be an additional column which tells what amount of the budget was used. Mr. Willard and Ms. Caldwell said that it could be done. Mr. Dexter noted that only this year is the school using an actuarial system; before that they used a direct cash flow system which didn't show the amount of percent expended. They now can show expenditures.

The School Committee requests \$563,982
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by David Rowe.

VOTE: Unanimous.

ARTICLE 45: To see what sum the Town will appropriate from the foundation allocation and other revenues for Student Transportation.

NOTE: Mr. Olsen noted that some of this was taken out and put into the Special Education Transportation account.

DISCUSSION: Mr. Leavitt asked if any of this isn't expended will it go into the Contingency account. Mr. Olsen felt that it would go into the Reserve account. Further discussion ensued on the use of a school reserve account and a town surplus account.

The School Committee requests \$ 352,465 (\$349,465 as of 3/29/04)
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Wayne Holmquist.
VOTE: Unanimous.

ARTICLE 46: To see what sum the Town will appropriate from the foundation allocation and other revenues for Contingency.

DISCUSSION: Mrs. Laprise asked how this would be used. Ms. Caldwell said it was for something unexpected and the use of the Contingency must be approved by the School Committee. Mr. McDermott clarified that the only way that the school could use the Reserve account funds would be to go to a town meeting for a vote of approval.

The School Committee requests \$30,000
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Wayne Holmquist.
VOTE: Unanimous.

ARTICLE 47: To see what sum the Town will appropriate from the foundation allocation and other revenues for Regular Elementary Instruction. (K through 8).

The School Committee requests \$2,385,659 (\$2,364,718 as of 3/29/04)
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by David Brockelbank.
VOTE: Unanimous.

ARTICLE 48: To see what sum the Town will appropriate from the foundation allocation and other revenues for Regular Elementary Guidance Services. (K through 8)

DISCUSSION: Ms. Richard explained the guidance services were four days a week in Raymond Elementary by Mrs. Hutchinson. Mr. Miller added that 5 through 8 has a guidance counselor 4 days a week accomplished by Ms. Davis. Mr. Olsen asked about the dental line in this account. Mr. McDermott said that probably only one person takes the benefit. It was asked why it wasn't included in both accounts. Ms. Caldwell said she would check on it. She thought that those lines cover two people and their different plans – one may not take dental. Mrs. Stevenson said that this is an average charge for the group.

The School Committee requests \$87,963
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 49: To see what sum the Town will appropriate from the foundation allocation and other revenues for Improvement to Instruction

DISCUSSION: Mr. Holmquist asked about the contract services. Ms. Caldwell said it was outside contractors who would come in for teachers' instruction. The School Committee requests \$61,883
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by Coleen Laprise.

VOTE: Unanimous.

ARTICLE 50: To see what sum the Town will appropriate from the foundation allocation and other revenues for Regular Secondary Instruction.

DISCUSSION: Mr. Olsen asked if they knew what the cost would be for next year. Mr. McDermott replied that they never knew until half-way through the year.

The School Committee requests \$1,842,300
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Coleen Laprise.

VOTE: Unanimous.

ARTICLE 51: To see what sum the Town will appropriate from the foundation

allocation and other revenues for Special Education.

The School Committee requests \$1,369,335 (\$1,344,253 as of 3/29/04)
The Budget Committee

MOTION: Suzanne Brockelbank motioned to approve. Seconded by David Rowe.

VOTE: Unanimous.

ARTICLE 52: To see what sum the Town will appropriate from the foundation allocation and other revenues for Elementary/Middle School Administration

The School Committee requests \$306,260 (\$302,826 as of 3/29/04)
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

ARTICLE 53: To see what sum the Town will appropriate from the foundation allocation and other revenues for Elementary Co-Curricular. (Grades 5 through 8)

The School Committee requests \$37,498
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by Coleen Laprise.

VOTE: Unanimous.

ARTICLE 54: To see what sum the Town will appropriate from the foundation allocation and other revenues for Food Service.

DISCUSSION: Mr. Holmquist suggested finding a caterer to do this work which would be less expensive.

The School Committee requests \$20,000 (\$15,000 as of 3/29/04)
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 55: To see what sum the Town will raise and appropriate to purchase a new school bus.

NOTE: Mr. Rowe asked what bus it would be replacing. Ms. Caldwell replied that it was a bus which needed many repairs. She felt that after this purchase, their bus fleet should be static for at least 3 years.

The School Committee requests \$55,000
The Budget Committee

MOTION: Wayne Holmquist motioned to approve. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 56: To see what sum the Town will appropriate from the foundation allocation for school purposes (recommended \$5,503,285) and to see what sum the Town will raise as the local share of the foundation allocation.

The School Committee requests \$4,410,472
The Budget Committee

MOTION: Wayne Holmquist motioned to approve this article in the amount of \$4,348,757 Seconded by David Rowe.

VOTE: Unanimous.

DISCUSSION: Mr. McDermott recommended waiting to approve the following articles until we know the amounts with the changes made tonight. Mr. Olsen asked when the figures will be known. Ms. Caldwell said tomorrow morning.

MOTION: David Rowe motioned to reconsider Article 56 and leave it as it original appeared. Seconded by Suzanne Brockelbank.

VOTE: Unanimous.

ARTICLE 57: To see what sum the Town will raise as the local share of debt service.

The School Committee requests \$683,944 of which \$468,389 shall be the state share and \$215,555 shall be the local share.

The School Committee requests \$215,555
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Coleen Laprise.

VOTE: Unanimous.

NOTE: Articles 58 and 59 will wait to be voted on when the figures are known.

ARTICLE 58: To see what sum the Town will raise in additional local funds under the provisions of 20-1, M.R.S.A., Section 15614.

The School Committee requests \$1,907,839 be raised and appropriated and \$60,000 be appropriated from existing surplus, and \$35,000 from Medicaid Reimbursement for a total of \$2,002,839.

DISCUSSION: Mr. Olsen felt that surplus shouldn't appear in two different places 1) the town and 2) the school. He felt it should be in one place because the town has to vote to use it anyway. Mr. Leavitt felt that at a certain amount of reserve, the money must come back to the town's general fund. Mr. McDermott suggested having a meeting with the auditor so that we understand exactly how this should be handled. Mr. Olsen felt that holding surplus in two places leads to a lack of visibility.

The School Committee requests \$2,002,839
The Budget Committee

ACTION: tabled

ARTICLE 59: To see what sum the Municipality will authorize the School Committee to expend for the fiscal year beginning July 1, 2004 and ending June 30, 2005 from the foundation allocation, debt service allocation, unexpended balances, tuition receipts, local appropriations, State subsidy and other receipts for the support of the schools.

The School Committee requests \$ 8,190,068
The Budget Committee

ACTION: tabled

ARTICLE 60: To see if the Town will authorize the School Committee, for the fiscal year 2004-2005, to transfer funds between budget programs so long as the grand total of all appropriations is not exceeded. Any such transfers to be approved only at a properly called public meeting of the School Committee.

The School Committee recommends adoption of this Article.
The Budget Committee

MOTION: David Rowe motioned to approve. Seconded by Wayne Holmquist.
VOTE: Unanimous.

ARTICLE 61: Shall the Town vote to accept the categories of funds listed

below as provided by the Maine State Legislature and any other funds which may be provided by any other entity?

Category	Estimated Amount
Local Entitlement	\$ 132,503
IDEA (Part B) Local Entitlement	\$ 1,036
R.E.A.P.	\$ 37,858
N.C.L.B. Title 11A	\$ 18,017
Title 11D	\$ 1,532
Title V	\$ 3,432
Title 1	\$ 48,031

The School Committee recommends adoption of this Article.
The Budget Committee

MOTION: Coleen Laprise motioned to approve. Seconded by David Rowe.
VOTE: Unanimous.

NEXT MEETING: Wednesday, March 31, 2004 at 6:00 pm at Raymond Elementary School for a continuation of this meeting to finish the business.

4. Other business. None

5. Adjournment.

CONTINUED: Rolf Olsen continued the meeting until Wednesday, March 31, 2004 at 6:00 pm at Raymond Elementary School.

Louise H. Lester
Town Clerk