

Town of Raymond
Selectmen Meeting Minutes
Tuesday, March 23, 2004
(Rescheduled from Tuesday, March 16, 2004)

Attendance: Ada Brown, Chairman; Betty McDermott; Charles Leavitt; Christine McClellan; Dana Desjardins; Elizabeth Cummings, Finance Director; Nathan White, Public Works Director; Denis Morse, Fire Chief; Bruce Tupper, Deputy Fire Chief; Amanda Simpson, Assessor's Agent; Kevin Woodbrey, Technical Director; Laurie Forbes, Chairman Technology Committee; and Don Willard, Town Manager.

1. Call to order. Ada Brown called the meeting to order at 7:00 pm.

2. Consideration of previous minutes dated March 2, 2004.

MOTION: Betty McDermott motioned to approve the minutes as written with one correction that the date be changed from 2003 to 2004. Seconded by Christine McClellan.

VOTE: Unanimous.

3. Raymond Baseball/Softball request for funding – Theresa R. Sadak, President.

DISCUSSION: Mrs. Sadak said that Raymond Baseball would like to have \$3,000 again as it did last year which came from the Luthur Gulick Fund. She said that umpire fees have increased. The bleachers need to be repaired and other things around the fields need to be fixed. Some of the equipment also needs to be replaced for the players. There also needs to be wiring for the new scoreboard. Mrs. McDermott said that she was bothered that Raymond Baseball is back because the Selectmen thought their request was an emergency situation last year. She asked why Raymond Baseball didn't send in their request earlier in the budget process. Mrs. McDermott said that baseball could not have the Gulick funds every year because it is supposed to be used for all recreation and not just baseball. She said she wasn't against baseball, only the way it apparently expects to be funded. Mrs. Sadak said she was unfamiliar with the budget process and that she would submit their request next year to be included in the budget process from the beginning. Mrs. McDermott asked if any insurance money came back from the vandalism last year. Mrs. Sadak replied yes and thought it was \$1,500. She continued that Nathan White was very helpful with work on the fields. There was discussion about the advertising signs at Sheri Gagnon Park which were paid for but not erected. Mrs. Sadak said that they had problems with the company which was going to make them, but they would be up this year by May 1st. Dana Desjardins asked what repairs were needed for the block house. Mr. White said the doors were repaired and would be going up next week. Mr. Desjardins asked whose assets are the bleachers. He didn't believe that baseball should have to pay for vandalism done by 4 wheelers etc. Mr. Willard noted that the playground was created by volunteers chaired by Eileen Stiles, and he believes that baseball has taken care of the fields. He felt that there was very little relief from vandalism because Raymond doesn't have a police department. Mr. White explained that there was \$4,700 in the Public Works budget for that kind of repairs: playground, bark mulch, gravel for parking lots etc. Mrs. McDermott felt there should be a Recreation

Department to take care of these types of things. Mrs. Sadak said that volunteers will help with the work. Last year they made the benches for the school ball field. She continued that they have some fund raisers scheduled for this year.

MOTION: Christine McClellan motioned to grant Raymond Baseball's request of \$3,000 to come from the Luthur Gulick Fund for this year but would like to see their request earlier next year for the budget process. Seconded Betty McDermott.

VOTE: Unanimous.

DISCUSSION: Pat Smith, Raymond Rec. Ms. Smith explained that this request regards a water safety presence on Sebago Lake next summer. Barbara Lovell, Mr. and Mrs. Manush, and I plus about 40 others on the Cape would like to encourage safety on the water. She said that they have been working with the State Police and IF&W on safety concerns for several years. She explained that IF&W's direction is primarily concerned with fishing on the lakes. The state has a harbor master program where towns can help but the group doesn't expect patrolling of the lake. She continued that they are meeting in May to initiate a citizens group with neighboring towns to create a collaborative approach to make this work. They are asking for a short term pilot program, without enforcement capabilities, which can network with Naples and Frye Island to try to find creative solutions to the safety problems. One of their goals is an education program funded by public, private, and business entities. She mentioned that Kezar Lake uses volunteers on their lake for safety control. Ms. Smith thanked the Selectmen for their time and said that she would appreciate the town's help.

Bridget Marston LRDC's Business Development Director explained that their staff is there to support business in the area along with Enterprise Maine. They have increased their staff and are open Monday through Friday from 8:30 to 4:00 in the South Casco office on Route 302. They have a Small Business Administration counselor who uses their office space twice a month to talk with any businesses which might need help. Their focus now is to look at Community Development Plans and to create a new strategic program which will be submitted by the end of this spring. They are working with several area organizations and agencies to promote and enhance the Lake Region area. So far they have helped 65 clients since last summer who wish to bring businesses into the area.

Ingo Hartig, Representative for Raymond in the LRDC. Mr. Hartig said he was available to help Raymond in any way that he can. Mr. Willard noted that the LRDC helped Raymond with the CDBG grant which built the waterline project.

NOTE: Ada Brown hoped that the Selectmen could complete the budget tonight and have a full consensus of the budget before going to town meeting.

4. Review of 2004/2005 Municipal Budget.

ASSESSING: \$46,800

Amanda Simpson handed a memo showing the figures expected with the new budget. She advised using .77 as our certified ratio because the state has Raymond at .71 and a

town can go ten percent over or under their figure. She felt that this amount would impact our state reimbursement the best. She showed that the estimated ratios for the budget expenditures would be for the county 5%, town 19% and the school 76%.

MOTION: Christine McClellan motioned to approve the appropriation of \$46,800 for the Assessing Department. Seconded by Betty McDermott.

DISCUSSION: Charles Leavitt asked about the Assessor's pay level. Mr. Willard replied that it was figured as last year. He continued that Michael O'Donnell wanted more than one day and office staff last year if he stayed and this budget will be comparable because Ms. Simpson does not have direct office support. This increase will bring her up to the area standard.

VOTE: Unanimous.

DISCUSSION: Ms. Simpson indicated the capital reserve account and explained that part of it is for a new server which will support the software system from Vision, the company which will be doing our revaluation, and a new telephone system for their office space. They will pay for their office supplies and telephone etc. through their contract expense. The contract has not been completed as yet but should be done very soon. She reminded the Selectmen that last year's budget was supported with \$450,000 from undesignated surplus which won't be available this year. Mr. Willard noted that the town is 19% of total tax amount which is lower than our neighboring towns. Ms. Simpson thanked the Selectmen for taking her out of order.

Leonard Adams, Webbs Mills Road, running for Budget Committee. Mr. Adams asked why this vote was being done when the Budget Committee hadn't voted on the budget. Mrs. Brown replied that traditionally the Selectmen vote on the budget first before the Budget Committee. Mr. Willard added that there was a combined meeting for budget information and that in Raymond the Budget Committee makes recommendations on the budget which can be quite different from the Selectmen's.

ADMINISTRATION: \$455,256

Mr. Leavitt gave a perspective and background about the town showing a 9.2% increase. He noted that the school budget is \$1.12 of that and the town \$.51 cents including the county tax. There will be a mil rate increase of \$1.63 as the budget now stands. He felt that careful spending in all areas can be the only way to reduce taxes. He continued that each line needs to support the real need and be addressed. He thanked Elizabeth Cummings for her memo on the budget. He explained that the Selectmen start with the Town Manager's budget. He said that there was no disrespect intended if some areas are looked at and questioned. He felt that employee increases which were started last year should be upheld and suggest that no position increases be approved: the CEO 16 to 24 hour increased which is an 8 hour increase and the CEO secretarial position 16 to 20 hour increase which is a 4 hour increase. He would like to treat staffing with a five year plan and would like to know what will be happening in advance and plan for it accordingly. He would like a moratorium on staffing across the board. He felt the second level of increases started last year which will eventually bring the town office staff to this area's pay level should go forward because it's for the betterment of the community in support of the town's human resources.

MOTION: Charles Leavitt motioned to approve the amount of \$455,256 less the increases in the Code Enforcement Office's positions. Seconded by Dana Desjardins.
VOTE: Unanimous.

NOTE: Mr. Willard agreed with the sentiment but wanted to let the Selectmen know that the town office work continues to increase and that the staff will try to meet the demand.

DISCUSSION: Jean Carter appreciated the commitment but would have liked to be informed at the inception of the budget instead of in the middle. She felt that people need more information prior to town meeting. Mrs. Brown said that budget information has always been available in print at the town office or on Raymond's website. Mr. Willard indicated that a long article was in the Roadrunner last year about all aspects of the budget and felt that what happened last year at town meeting was made by people who said that they didn't want an increase. Mrs. Carter felt that a 10% increase was a very large increase in a year.

TOWN OFFICE: \$25,264.00

MOTION: Christine McClellan motioned to accept that line item. Seconded by Betty McDermott.

VOTE: Unanimous.

NOTE: Mr. Willard reported that improvements in the town office this year was done with just materials expense, volunteers from the Windham prison and purchasing some furniture at the state surplus shop.

INSURANCE: \$365,238

Mr. Willard indicated that these are estimates and might be changed. They have a \$5,000 increase over February's estimate numbers. Workmen's Comp has increased and even that is a low estimate.

MOTION: Christine McClellan motioned to approve \$370,238. Seconded by Betty McDermott.

VOTE: Unanimous.

GENERAL ASSISTANCE \$2,000

MOTION: Charles Leavitt motioned to approve General Assistance in the amount of \$2,000. Seconded by Betty McDermott.

VOTE: Unanimous

TECHNOLOGY DEPARTMENT: \$72,150

Mr. Leavitt asked to separate out the salary portion of this budget. Mrs. Cummings said it could be presented like the other departments but at the present it is included in the budget detail. Mr. Leavitt would like to see the "hardware" indicated alone without salary included. He disagreed that this position should be necessarily included annually. Last year town meeting never got to discuss accounts line by line and would like to have that ability this year. Mr. Willard noted that the town was ready to talk line by line last year but it was short circuited by the vote to hold the school and town to a percentage of

increase. Mr. Leavitt felt for discussion that the position should be a line item so that it can be discussed independent from the rest of the department. Mr. Willard said that \$40,000 for a 26 hour week was in the budget but the original thought was to have a contract with a company. He felt that in fact the employee is putting in more time than 26 hours. However, any of the companies who sent in bids didn't come to the level of service for the same money. Mrs. McClellan felt that Raymond needs a network systems administrator to maintain all the technology in the town and that position is important to have for the town and school. This position also keeps our systems secure from outside sources. Mr. Leavitt noted that the total assets which include school, town and GIS system are worth about \$500,000 which the Technology Department must keep secure. He felt that last year he wanted to bring in someone who could assess Raymond's position and what needed to be done. However, the board decided to hire an in-house employee.

Leonard Adams, Webbs Mills Road, agreed that it should be a separate line item.

MOTION: Charles Leavitt motioned that the Selectmen approve the Technical Department budget minus the salary line for the Technical Director which will be included as a separate warrant article. Seconded Betty McDermott.

VOTE: Unanimous.

DISCUSSION: Mrs. Cummings cautioned that without the Tech Director she didn't feel that if the position doesn't pass then the rest of the department wouldn't be viable without anyone to maintain it. Mr. Willard felt this issue needs public discussion because much of the community wants more technology used. If so, then we need a director to maintain this technology. Mr. Leavitt felt the people needed to be able to vote on where cuts should be in the budget i.e. hardware or personnel. Mr. Leavitt asked what the whole amount for technology was throughout the budget. Mrs. Cummings said that the Technical Department portion was \$69,650 and TIF portion \$80,000 which is about \$149,650. Mr. Leavitt noted that if the employee has full benefits it would be about 30% more but in this case he doesn't take some of our benefits i.e. health benefits. Mrs. McClellan said that she felt that this is a bargain for what Raymond gets.

Mrs. McClellan asked if we're separating salaries out of other department budgets. She felt it should be done for every department for it to be fair. Mr. Willard thought that would almost make the situation unmanageable to be handled at a town meeting. Mrs. Brown felt that because of the problems from last year, the Selectmen should do this in the Technology budget to have everyone informed. She continued that next year if this passes then we can handle this account like the others.

COMMUNITY DEVELOPMENT \$46,700

MOTION: Christine McClellan motioned to accept the Community Development budget at \$46,700. Seconded by Betty McDermott

DISCUSSION: Mr. Desjardins questioned the need for the expenditure for Raymond Open Space for \$20,000. He noted that he had been in favor of it in the past and would like to support it this year but would like to see that committee try to come up with a

property of interest before asking for more money. At this time of economic stress he had a problem with having a “savings account” for this use.

MOTION: Dana Desjardins motioned to change the amount for the Open Space Reserve Fund to \$15,000. Seconded by Charles Leavitt.

VOTE: Unanimous.

FIRE DEPARTMENT \$425,092

DISCUSSION: Chief Morse introduced Bruce Tupper Raymond’s new Deputy Fire Chief. Mr. Leavitt asked why equipment and repairs are down. Chief Morse replied that repair and turnout gear have been lowered to free up some funds for other areas which need it. Mrs. McDermott asked if it was enough. Chief Morse replied yes but the Department has a problem with keeping volunteers and getting gear back from people who have moved. He noted that some equipment is worn out but they are repairing equipment where they can instead of purchasing new. He indicated that people on duty and standby are being increased from \$1 to \$3 in accordance with their ability. He said that some funds coming in from outside compensation i.e. Fishing Derby and Frye Island fees. He said that this budget is “bare bones”. He expected to bring in his budget next year at 2% or less. Mr. Desjardins asked about bad collections. Chief Morse replied that charges are even across the board but insurance companies are paying. The new billing company will be more aggressive without being obnoxious. There will be no more unfunded service i.e. Frye Island and Gray. They have funds this year of \$120,000 in rescue and \$5,000 in fire with \$60,000 in grants. The only money coming to the Department that goes directly back into our budget is for replacement of gear; the other money like the Fishing Derby goes into surplus.

MOTION: Betty McDermott motioned to approve \$425,092. Seconded by Charles Leavitt.

VOTE: Unanimous.

DISPATCH \$151,254

DISCUSSION: Mrs. Brown didn’t see how this item can be adjusted further. Mr. Desjardins asked about the dispatcher who is leaving. Chief Morse replied that firefighters who are trained in dispatching will fill in on a part time arrangement.

MOTION: Dana Desjardins motioned to approve \$151,254 for Dispatch. Seconded by Christine McClellan.

VOTE: Unanimous.

ANIMAL CONTROL \$8,310

DISCUSSION: Mr. Willard noted that funds were carried forward from last year. Mr. Desjardins asked if any of these services were a billable item. Mr. Willard replied that owners don’t get billed for pick up or any other service, however, if legislation goes through on a cap for the mil rate, we might have to look at that.

MOTION: Christine McClellan motioned to approve Animal Welfare for \$8,310. Seconded by Betty McDermott.

VOTE: Unanimous.

INFRASTRUCTURE \$23,333

DISCUSSION: Mrs. McClellan asked if part of this was in the TIF. Mrs. Cummings replied no, this was only fire hydrants and the new street lights on Roosevelt Trail; however it might be included next year. Mr. Willard informed them that the TIF is almost exhausted but the business growth is good in the TIF area. Mrs. McClellan said she would like to have items in the TIF area supported by the TIF.

MOTION: Christine McClellan motioned to move the Infrastructure budget items in the TIF District to the TIF budget. Seconded Betty McDermott.

VOTE: Unanimous.

DISCUSSION: Mrs. Cummings noted that the 302 lights are in the TIF budget now. Mr. Willard added that we own the lights instead of leasing them and pay for power for them. Leasing the lights would have been prohibitive. Mr. Desjardins asked who maintains hydrants. Mr. Willard replied Portland Water District.

PUBLIC WORKS \$437,266

MOTION: Betty McDermott motioned to approve the Public Works budget at \$437,266. Seconded by Christine McClellan.

VOTE: Unanimous.

NOTE: Mr. Willard thanked Mr. White for the good job he is doing with the new crew. He felt that Public Works was working very harmoniously.

SOLID WASTE \$591,339

DISCUSSION: Mr. Willard indicated that the only way to spend less would be to go to a pay per bag program. Mr. Desjardins asked about the cardboard problem. Mr. Willard replied that Pine Tree Waste is absorbing the extra cost of hauling our extra cardboard but that he expected that would change with the next contract.

MOTION: Betty McDermott motioned to approve the Solid Waste budget of \$591,339. Seconded by Charles Leavitt.

VOTE: Unanimous.

CEMETERIES \$12,930

MOTION: BETTY McDermott motioned to approve the Cemeteries budget for \$12,930. Seconded by Christine McClellan.

VOTE: Unanimous.

PARKS \$12,295

DISCUSSION: Mr. Willard asked if the Public Works funding in its budget will be enough. Mr. White replied yes.

MOTION: Betty McDermott motioned to approve the Parks budget at \$12,295.

Seconded by Christine McClellan.

VOTE: Unanimous.

UNCLASSIFIED \$50,651

DISCUSSION: Mr. Willard informed the Selectmen that there were some new requests this year. Mr. Leavitt indicated that this was one of the hardest areas to make decisions.

MOTION: Charles Leavitt motioned to flat fund all existing items and take out all new requests. Second Dana Desjardins.

DISCUSSION: Mr. Desjardins asked why there is a request from the RED Program in the budget every year when they charge for their services. It was felt that this might be considered a scholarship for a needy child.

Mrs. Brown asked about Regional Transportation. Mr. Willard replied that there might be expanded use in the area. Regional Transportation is talking with David Willauer of GPCOG about their program being more frequent and possibly getting funding from businesses i.e. Maine Mall for bringing in customers.

VOTE: Unanimous.

CIP \$449,047

DISCUSSION: Mr. Willard informed the Selectmen that the amount for the Town Office is zero for this budget and hopes that everything has been replaced or repaired in the Town Office in the last few years and won't need repairs next year. He wanted to try to have the outside painted with the help of Windham prisoners' labor. He has tried to keep costs down and still get the work done. Mr. Leavitt felt the focus on a \$950,000 bond with the desire of the town to be creative in looking at needs and how to best budget for those needs. He wanted to come in with a 4% limit to the increase. He thought they have tried to figure an amount for unmet needs. He wanted to use a 4% increase and bond out those items like roads which must be maintained and not put them off any longer. He noted that Mr. Willard had created a bond package for \$1,500,000 over 10 years and the cost to the budget this year of just interest will be \$45,000. Mrs. Cummings informed them that the next budget payment would be approximately \$178,000. Mr. Willard indicated that this is done routinely in other towns and felt with the low interest rates and the need it is a good way to fund. He added that with regionalization coming, he believed that this will bridge Raymond until that time when we can link with neighboring towns for mutual benefit. Mr. Leavitt said we don't know where we will be next year because of legislation and this will give us an option. If the Palesky tax cap passes then we could come back after November and reconsider this bond. Mr. Desjardins felt the problem with bonding is that it isn't enough to improve all our roads. I think it should be a line item in the warrant. Mr. Willard said there were two ways to fund big items 1) bond for it or 2) don't buy it. Mr. Adams said that he agreed with \$950,000 be bonded for roads, but for the emergency vehicle and fire truck he would suggest that with revenues coming in to the Fire Department, the Department should be allowed to keep those revenues in a separate account to be spent on their vehicles which would be approved by the Selectmen at the time of purchase. Chief Morse noted that the new ambulance will be rotated with the two we presently have so that there is a spare. Mr. Willard said it was possible to have enterprise accounts for essential services. He continued that the Department could do a lease purchase for the vehicle. Chief Morse reported that we are now in a 15 year rotation with the 1995 ambulance intended to be a backup vehicle. He said that trade-ins are not reasonable because you don't get anything for them. He liked the idea of the CIP or an enterprise account. He indicated that this new fire truck was two years away. The truck would be able to get to a burning chimney but it's not a ladder truck. It was felt that it's better to keep the roads in repair than to

have to do a total rebuild at some point in time. It was felt that the bonds could be purchased in two years instead of one but it would be unfortunate to miss the good interest rates. Mr. Willard said they were looking at 3 to 5 year purchase plans with repayment over 10 years. Mr. Leavitt asked what the interest rate was. Mrs. Cummings answered that it was now 3% and after five years 4%. Mr. Willard explained that at this point Raymond doesn't have a pavement plan, therefore it will be the first work to be done so that there will be a plan from which to work. There was discussion as to whether there should be one article or two for the two items. Mr. Leavitt preferred that they go ahead with the bond now but he would like to look at the possibility of an enterprise account for next year because of the influence it would make to the rest of the budget for that year.

MOTION: Dana Desjardins motioned to separate warrant articles for fire and roads and split the bond. Seconded by Charles Leavitt.

VOTE: Unanimous.

COUNTY TAX 429,763

MOTION: Christine McClellan motioned to approve the County Tax expenditure. Seconded by Betty McDermott.

VOTE: Unanimous.

REVENUES

DISCUSSION: Mr. Willard asked how much surplus the Selectmen wanted to use. He noted that the auditor suggested \$1,550,000 to keep in Undesignated Surplus. Mr. Willard suggested \$200,000. Mr. Adams asked where is the other \$425,000 which has yet to be collected. Mrs. Cummings replied that there was \$1,484,000 in the general fund. She continued that \$425,000 was allotted from Undesignated Surplus from last year's warrant to offset the expenses to relieve the mil rate which is the current budget from which we're working. Surplus is used to have the ability to run the town if something catastrophic happens. Mr. Leavitt felt there should be debate as to the reserve fund which the school holds of \$170,000 and whether it should be used as part of our Undesignated Surplus for this year's warrant. He felt that if they have a problem they can come to the town to cover it. He wanted to use that reserve and some of our general fund to allow a small tax reduction. Mr. Leavitt felt that if we're "One Raymond" then the funds should be available to help the tax base. The school has never been turned down if they need some expenditure. Mr. Willard didn't believe that they could hold an amount past 3 years. Mr. Leavitt thought that the state said that at a certain amount those reserve funds must come back to the town. Mr. Willard agreed but said that the limit is at a very high level. He asked if they would like to use \$200,000 and possibly use the school's reserve. Jean Carter thought that the town was under the town manager and the Selectmen and thought that they had control of all funding including the school. Mrs. Brown said that because Raymond doesn't have a town council form of government and a charter, the school committee has their own budget. Mr. Willard indicated that the Selectmen last year put their recommendation on the School warrant articles for the first time. Mr. Leavitt noted that we don't know what the original formulation of the town government was but felt that the School Department is under the town government. Mr. Willard questioned what the school's charter was but the town does not have one. Mr.

Leavitt felt that this might be done by warrant article next year if it can be done. He noted a need to work with the School Committee on this. Mrs. Carter asked that it be researched. Mr. Leavitt didn't think the school would lose security because they are a part of the town, but their reserve would help the town as a whole. Mrs. Brown asked the Town Manager to discuss this scenario with the superintendent.

MOTION: Charles Leavitt motioned to approve \$1,711,873. Seconded Dana Desjardins.

VOTE: Unanimous.

TIF \$220,254

DISCUSSION: Mr. Willard informed them that they had already approved the part for the LRDC. Mike McClellan was here but had another meeting and had to leave before they were heard. The Bridgton Chamber of Commerce is in this budget. Mr. Desjardins asked about the sidewalk plowing and sanding? Mr. White said it would be a contract with Dick Sanborn for one year. The extent of the sidewalk plowing would be from the town line to Sunset Variety. Mrs. McClellan reminded them that they need to increase for the hydrants. Mr. Willard said he would add hydrants in here. Mr. Desjardins asked Mr. Willard's opinion of the LRDC. Mr. Willard said that we've gotten a grant through them and they are now a new entity in that they have a new administration which has helped with the CDBG grant closeout on the waterline and John Kendall's enterprise. He had hopes that they would pick up more and get going. Mrs. McClellan felt Raymond should stay with them one more year to give them a chance. Mr. Desjardins asked what percentage of people they're helping from Raymond. Is it a good deal for Raymond?

MOTION: Christine McClellan motioned to approve the budget plus the amount of the hydrants from Infrastructure. Seconded by Betty McDermott.

VOTE: Unanimous.

NOTE: Mr. Willard said he was not sure of the percentage of increase, but will figure it tomorrow.

5. Communications and other business.

a. Town Report Printer

MOTION: Christine McClellan motioned to allow Don Willard to choose the printer for the town report. Seconded Dana Desjardins.

VOTE: Unanimous.

b. Next Selectmen's meeting April 6th.

There was discussion as to whether they should continue the Selectmen's meeting on April 6th to the 8th in order to finish that Selectmen's meeting since it will most likely be a very long meeting.

The Selectmen's meeting April 6 will be primarily for discussion on the public access to Raymond Pond at Jordan-Small Middle School beginning at 7:00 pm. They discussed meeting earlier for their general meeting at the Town Office. Mrs. Lester felt that there would be a problem with video equipment in that Mr. Alexander would have to move the camera equipment from the Town Office to the School within that time frame. It was decided to change the school budget discussion date.

NOTE: The School will be funding a special edition of the Roadrunner before the town meeting to aid the citizens with information about the budget. Mr. Woodbrey said that they were planning on 8 pages.

6. Review and authorize Treasurer's Warrants dated:

a. March 16, 2004

MOTION: Betty McDermott motioned to approve the Treasurer's Warrant for March 16th in the amount of \$96,747.72. Seconded by Charles Leavitt.

VOTE: Unanimous.

b. March 23, 2004

MOTION: Betty McDermott motioned to approve the Treasurer's Warrant for March 23rd in the amount of \$44,834.95. Seconded by Dana Desjardins

VOTE: Unanimous.

7. Adjourn.

MOTION: Charles Leavitt motioned to adjourn. Seconded by Christine McClellan.

VOTE: Unanimous.

ADJOURNMENT: Ada Brown adjourned the meeting at 10:00 pm.

Louise H. Lester
Town Clerk