

Town of Raymond
401 Webbs Mills Road
Raymond, Maine 04071
207-655-4742

Budget/Finance Committee Meeting Minutes
With the
Raymond Board of Selectmen

2006-2007 Capital Improvement Plan (CIP)
Tuesday, January 31, 2006

Budget/Finance Committee present: Rolf Olsen, Chairman; Frank McDermott; Jean Carter; Dennis Cole; Tucker Cole; and Suzie Brockelbank

Budget/Finance Committee member absent: Ralph Bartholomew, David Rowe , and Louise Murray

Selectmen present: Betty McDermott, Chairman; Dana Desjardins; Mike Reynolds; and Lonnie Taylor.

Selectmen absent: Mark Gendron

Staff present: Don Willard, Town Manager; Elizabeth Cummings, Finance Director; Denis Morse, Fire Chief; Kevin Woodbrey, Technology Director; and Nathan White, Public Works Director

Others present: Josh Stevens

1. Call to order. Rolf Olsen called the meeting to order at 7:02 pm at the Town Office saying that they would not be voting on the CIP tonight.
2. CIP Discussion.

Don Willard introduced the subject saying that LD1 has made the process more difficult. There are some projects that would be beneficial to do but they probably can't all be done because of the expense. The town office windows are a \$20,000 item which should be done for energy conservation. The Army Corps of Engineers projects have been studied and Sebago Technics' Owens McCullough said that the Sheri Gagnon Park ball field raising would be more expensive then expected. The Public Works pole barn excluding the money already in the 2005-2006 budget should be able to be done for about \$52,000. The computer software updates with NDS hasn't been upgraded since 1989. The Fire Department reserve account is proposed so that there will be money available for capital expenses in the future. The existing bond can't be changed.

Mrs. Carter asked about the pole barn increase. Mr. White said the barn would have a cement foundation and be more of a workable building instead of just a storage area. He said the building materials have come in far higher than he had expected. The foundation will be \$10,000 which will make it more versatile for the future. He said the town could go

back to just a dirt floored storage only pole building which would be more economical but not as useable. Mrs. Carter asked if they waited would the cost of wood be more reasonable in another year due to the hurricanes stress on materials nationwide. Mr. White reported it would be a 44' x 80' building. A prefab metal building is possible but that cost hasn't been investigated. The planned building would be wood frame with metal siding and roof. Mr. Desjardins asked about repairs on the sand/salt shed. Mr. White said that the plowing contractor would do that next summer. Mr. Desjardins asked about the small sand/salt shed for residents. Mr. White said that would be worked on next spring by Public Works. His budget now has \$12,000 available. Mrs. Carter felt that we should build what we need now and wait to do a more permanent building in the future. Mr. White said that if they are going to store vehicles it must have impervious flooring. Mr. Willard said that the Army Corps prefers a frost wall construction. Mr. Olsen asked about power in the building. Mr. White said it would not be installed at this time. Mr. Olsen felt the building would be more useable and economical to install electricity at the time of construction. Mr. White said that over a certain size the town's ordinance says buildings must be sprinkled if it has electricity. He said that in the future if we want that done we could do it in house. He felt that currently we don't need more space for maintenance work. Mr. Willard noted that extra space for storage will help maintain our old equipment and making it last longer. Mrs. Brockelbank asked whether this plan would enhance the idea that public works might move there in the future. Mr. White said that this project would come before the planning board and town planner for their input. Mr. Desjardins asked if a septic system would be possible at that site? Mr. White replied yes according to Sebago Technics. Mr. Willard said they have also talked with the Army Corps about upgrading the road into the Egypt Road landfill site which will take some town materials but will use their manpower. He hoped that they would still come with these changes. Mr. Desjardins asked if they were still going to do Camp Hinds ball field. Mr. Willard replied yes. Mr. Olsen asked about Tassel Top for part of the project. Chief Morse felt that possibly the Selectmen would consider going into surplus for a one-time expense like this. Mr. Willard said that unfortunately surplus is currently down from the optimum, and excise tax is under the estimate by \$16,000.

Mrs. Brockelbank asked about the software. Mr. Woodbrey replied it was necessary partly because of the high cost of maintenance for the old software and the integrated ability for working with Vision Appraisal software. She asked about GPCOG's program. Mr. Willard said that GPCOG did a survey which included a representative from Raymond and decided on Munis which Raymond doesn't want because of the cost to replaced NDS. Mr. Woodbrey discussed the open source software which Raymond will be using which won't cost anything. He felt this upgrade would allow sharing of information between departments and the cost of maintenance would be less. Mr. Willard suggested staying with NDS and discontinue the Vision version. Mr. Woodbrey concurred because of the \$6,000 annually to use the Vision software. Mrs. Brockelbank asked how often the town should upgrade. Mr. Woodbrey said that it needs to be watched and upgraded when the software is not easily supported by the vendor. Mr. Woodbrey said that the hardware upgrades are in his operating budget. Mrs. Cummings noted that the budget item would then be \$29,844.

Mrs. Brockelbank asked if Raymond doesn't have a big enough project might not the Army Corps come? Would it be possible to have something for them to do somewhere else in town or another town? Mr. Willard said that the window is closing and that type of town

cooperation needs planning time. Mr. Olsen said he thought it is necessary to put a foundation in this building. Mr. Willard said it was possible to pay for this with a bond if not out of the budget or surplus. Mr. McDermott felt it was an opportunity which should be accepted. He added that possible projects at Tassel Top would be a good idea. He didn't think that a small bond was unreasonable. Mr. Willard concurred saying that he never had results from previous requests to the Army Corps and was surprised that this time they replied favorably, and he would like to take advantage of it. Mr. Willard said that requests had been submitted for a number of years and with the help of Ada Brown, retired Selectman, they are now interested in working in Raymond.

Chief Morse noted that many of the requests in the CIP are a one-time expenditure. He said that the Fire Department would like \$85,000 for future truck purchases but he would be willing to give up \$52,000 for this project and then catch up next year with the Fire Department CIP which would then make it about \$130,000. He would be willing to put this year's CIP request down to \$35,000. In this instance he wasn't in favor of a bond.

Mr. White said that his CIP is less than it should be. Mr. Willard noted that roads will be needed in the near future and historically the budget has been balanced by cutting the road budget. Mr. Olsen suggested that a CIP bottom value be established and then the individual items be worked around within that number which he felt was the original intent of the CIP. He felt that in future years replacement/repairs would put several \$ million hit's in the budget at some point because we're not saving toward them now. He felt that sort of thing should be in the CIP.

There was discussion about the Selectmen using the discretionary funds for 2005-2006 for these projects. Mrs. Carter introduced the possibility of giving the town office some space in the Jordan-Small Middle School, and then why would we spend money on the town office windows if that were to happen. Mr. Willard said that scenario is only an idea and has no solid expectation. Mr. Reynolds noted that last year not putting in the windows was a budget balancing deferral. Mr. Desjardins asked about putting money away annually for the next ten years to build a new town office. Mr. Willard said you could but would it be cost effective since the cost of materials is rising at an indefinable level. Mr. Willard felt a long-term goal should be set so that we know where the town is going for the future. Mr. Olsen didn't feel that bonding was the right way to go, but instead they should have an adequate CIP.

Mr. Olsen asked if the road inventory was finished so we know what we need. Mr. White said they are looking at a 5-year plan and are currently working on a 3-year schedule from the current bond, but the cost of materials has gone up to a point they hadn't expected.

Mr. Willard suggested that possibly the Budget Committee put the amounts over the LD1 level and that amount be presented at town meeting to see if the town is willing to support those expenditures. Mr. Willard suggested that possibly this type of vote should be referendum instead of at the open town meeting so that more people vote. Mrs. McDermott said that Bayview Estates was asking for road repairs and also Mountain and Tenney Hill Roads. Mr. Desjardins asked if the town could back out of the deal with the state for the Route 121 project. Mr. White didn't know but felt that the revitalization planning was already in process. Mr. White said that the order of roadwork is according to usage and need. Mr. Desjardins asked about user fees from developers i.e. the new

subdivision on Valley Road. Mr. Willard replied they are charged a fee to make change/repairs near the subdivision but not whole roads. There was discussion about publicizing the road list and order of work which is now on the website in the town report and *Roadrunner*. Mr. White said that by the summer of 2007 the road bond would be spent. Mr. Woodbrey noted that at the same time the bad roads are being upgraded it's necessary to keep the better roads maintained so that the base isn't lost. Mr. Reynolds suggested \$100,000 this year, \$135,000 the next year, and after that \$350,000 annually to keep this year's level plus the payment on the present bond. Mr. Willard said this scenario would require a LD1 override vote.

Mrs. Carter suggested that cooperation with other towns will help with equipment i.e. fire equipment. Mr. Woodbrey said that Raymond is hosting Casco's website for a fee. Mr. Willard informed them that he will be meeting with Neil Allen, GPCOG, and Tony Plante, Town Manger of Windham, to see what can be shared including cooperative services. Mr. White said that they have a very good relationship with Gray Public Works and work cooperatively from time to time. Chief Morse noted that with the time necessary to get to a fire or rescue sharing vehicles is not necessarily reasonable. It's also known that if towns share equipment, the equipment will be kept nearest the highest risk area which might not be in Raymond but in Windham with it's higher population. He continued that servicing a town which doesn't support services was a problem because we're responsible for covering their responsibilities which takes away from our own. There was discussion of mutual aid and cooperative work with other towns both manpower and equipment. Chief Morse said he would be publicizing what the costs per capita for Raymond's fire/rescue service are and he expected it would be less than many of our neighboring towns.

Mr. Reynolds said that increasing the paving CIP to \$100,000 would be more realistic to get the job done. Mr. Olsen didn't think that amount would pass town meeting. He felt that if some of the materials for the pole barn were paid for in this year's budget and half next year that would help. Mr. Willard felt that vote should be accomplished tonight because time is of the essence. Mr. White felt that the foundation in this building is necessary. The total expenditure will be \$65,000 which is the only number for materials at this time. We will explore more vendors. Mr. McDermott felt that the Selectmen should use their discretionary funds of \$50,000 for purchase of materials for this building. Mr. Olsen recommended the Selectmen look at this scenario of using this year's budget to help support this item. Mr. Willard asked for affirmation that the Budget Committee wants to go ahead with the pole barn. Mr. Olsen replied yes.

NEXT MEETING: March 2, 2006 at 7:00 pm at the Town Office.

NEXT ONE RAYMOND MEETING: February 14, 2006 at 7:00 pm at the Town Office.

ADJOURNMENT: Mr. Olsen adjourned the meeting at 9:04 PM.

Louise H. Lester
Town Clerk