

Town of Raymond
401 Webbs Mills Road
Raymond, Maine 04071

BUDGET/FINANCE COMMITTEE

Tuesday, March 28, 2011

MINUTES

ATTENDANCE: Rolf Olsen, Chairman; Steve Crockett; Bob Gosselin; Ralph Bartholomew; Peter Dunn; and Marshall Bullock.

BUDGET/FINANCE COMMITTEE ABSENT: Will Chapman, Sue Accardi

SELECTMEN PRESENT: Joe Bruno; Charles Leavitt; Sam Gifford; and Mike Reynolds.

SELECTMEN ABSENT: Lonnie Taylor

TOWN STAFF: Don Willard, Town Manager; Nancy Yates, Finance Director; Nathan White, Public Works Director; Denis Morse, Fire Chief; and Bruce Tupper, Assistant Fire Chief

OTHERS: Dana Desjardins

1. Call to order. Rolf Olsen called the meeting to order at 7:03 pm at the Broadcast Studio.
2. Approval of minutes February 22, 2010.

MOTION: Marshall Bullock motioned to approve the minutes as written. Seconded by Ralph Bartholomew.

VOTE: Unanimous

3. 2011-2012 Budget recommendations

Don Willard reported that there was a small change from the original draft 2011-2012 budget which is \$2,400 less than the original amount of the draft budget because two of the Selectmen have given up their stipends which reduces the gross budget to \$3,645,536. This is \$2,433 less than the gross budget in FY 2010-2011. The final tax assessment for Cumberland County shows a \$186.00 increase from the original 2011 number and gives us a County Tax of \$549,325 which is an 8.14% increase over last year for a total of \$589,325 an increase of 8.14% over last year. Our non-property tax revenue estimate is \$1,503,006 including the use of \$88,406 from Undesignated Fund Balance which is \$40,808 less than what was used last year or 32% less. The proposed net budget is \$2400 under LD1 as calculated by contract assessor Michael O'Donnell. This budget was approved by the Selectmen on March 8, 2011.

ARTICLE 8: 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 quitclaim deed.

MOTION: Ralph Bartholomew motioned to recommend Article 8. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 9: 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, 2011 and 2nd half to be due April 30, 2012 with interest at seven percent (7%) on any unpaid balances.

MOTION: Bob Gosselin motioned to recommend Article 9. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 10: To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at seven percent (7%) for the fiscal year.

MOTION: Bob Gosselin motioned to recommend Article 10. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 11: 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.

MOTION: Bob Gosselin motioned to recommend Article 11. Seconded by Steve Crockett.
VOTE: Carried.

ARTICLE 12: To see if the Town will vote to authorize the Selectmen to borrow from or appropriate from fund balance (surplus) as they deem advisable to meet the unanticipated needs of the community that occur during the fiscal year.

MOTION: Bob Gosselin motioned to recommend Article 12. Seconded by Marshall Bullock.
VOTE: Carried.

ARTICLE 13: To see if the Town will authorize the Selectmen, for the fiscal year 2011 - 2012, 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.

MOTION: Bob Gosselin motioned to recommend Article 13. Seconded by Steve Crockett.
VOTE: Carried.

ARTICLE 14: 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 -- Two examples of when the use of Town employees and equipment may be necessary:

- 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.

MOTION: Peter Dunn motioned to recommend Article 14. Seconded by Bob Gosselin.
 VOTE: Carried.

ARTICLE 15: 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.

MOTION: Bob Gosselin motioned to recommend Article 15. Seconded by Peter Dunn.
 VOTE: Carried.

ARTICLE 16: To see if the Town will vote to appropriate the sum of \$177,568 from the tax increment of the Pipeline/Rt 302 Tax Increment Financing District for FY 2011 - 2012 projects proposed in the Tax Increment Financing District Development Program.

Note: Included in this item are:	Raymond-Casco Historical Society	\$1,800
	Raymond Waterways Association Milfoil Program	\$15,000

MOTION: Bob Gosselin motioned to recommend Article 16. Seconded by Peter Dunn.
 VOTE: Carried.

ARTICLE 17: To see if the Town will vote to raise and appropriate the sum of \$470,945 for the Administration account.

MOTION: Bob Gosselin motioned to recommend Article 17. Seconded by Peter Dunn.
 VOTE: Carried.

ARTICLE 18: To see if the Town will vote to raise and appropriate the sum of \$56,287 for the Assessing account.

MOTION: Bob Gosselin motioned to recommend Article 18. Seconded by Peter Dunn.
 VOTE: Carried.

ARTICLE 19: To see if the Town will vote to raise and appropriate the sum of \$28,253 for the Town Hall account.

MOTION: Bob Gosselin motioned to recommend Article 19. Seconded by Marshall Bullock.
 VOTE: Carried.

ARTICLE 20: To see if the Town will vote to raise and appropriate the sum of \$452,982 for the Insurance account.

MOTION: Bob Gosselin motioned to recommend Article 20. Seconded by Marshall Bullock.
 VOTE: Carried.

ARTICLE 21: To see if the Town will vote to raise and appropriate the sum of \$6,000 for the General Assistance account.

MOTION: Bob Gosselin motioned to recommend Article 21. Seconded by Marshall Bullock.
VOTE: Carried.

ARTICLE 22: To see if the Town will vote to raise and appropriate the sum of \$165,000 for the Technology Department account.

MOTION: Bob Gosselin motioned to recommend Article 22. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 23: To see if the Town will vote to raise and appropriate the sum of \$40,894 for the Community Development account.

MOTION: Bob Gosselin motioned to recommend Article 23. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 24: To see if the Town will vote to raise and appropriate the sum of \$578,196 for the Fire/Rescue Department account.

MOTION: Bob Gosselin motioned to recommend Article 24. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 25: To see if the Town will vote to raise and appropriate the sum of \$14,587 for the Animal Control account.

MOTION: Bob Gosselin motioned to recommend Article 25. Seconded by Marshall Bullock.
VOTE: Carried.

ARTICLE 26: To see if the Town will vote to raise and appropriate the sum of \$19,330 for the Infrastructure account.

MOTION: Bob Gosselin motioned to recommend Article 26. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 27: To see if the Town will vote to raise and appropriate the sum of \$607,981 for the Public Works account.

MOTION: Bob Gosselin motioned to recommend Article 27. Seconded by Peter Dunn.
VOTE: Carried.

DISCUSSION: Marshall Bullock asked if the Selectmen had added any funding for Public Works summer help – reply no. He suggested that this year may not be the year to add it, but he would like it considered for the 2012-2013 budget because he believed the full time crew would be better utilized if there were part-time people to do some of the work like flagging.

ARTICLE 28: To see if the Town will vote to raise and appropriate the sum of \$467,205 for the Solid Waste account.

MOTION: Bob Gosselin motioned to recommend Article 28. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 29: To see if the Town will vote to raise and appropriate the sum of \$16,112 for the Cemeteries account.

MOTION: Bob Gosselin motioned to recommend Article 29. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 30: To see if the Town will vote to raise and appropriate the sum of \$15,197 for the Parks & Recreation account.

Included are: Contract Services	\$6,697
Materials, Maintenance & Equipment	\$3,500
Raymond Rattlers Snowmobile Club	\$2,000
Raymond Baseball/Softball	\$1,000
Agawam mowing/Soccer	\$2,000

MOTION: Bob Gosselin motioned to recommend Article 30. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 31: To see if the Town will vote to raise and appropriate the sum of \$30,900 for the Raymond Village Library.

MOTION: Bob Gosselin motioned to recommend Article 31. Seconded by Marshall Bullock.
VOTE: Carried.

ARTICLE 32: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) account.

MOTION: Bob Gosselin motioned to recommend Article 32. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 33: To see if the Town will vote to raise and appropriate the sum of \$675,667 for the Capital Improvement account.

MOTION: Bob Gosselin motioned to recommend Article 33. Seconded by Peter Dunn.
VOTE: Carried.

ARTICLE 34: To see if the Town will vote to raise and appropriate the sum of \$589,325 for the County Tax account.

MOTION: Bob Gosselin motioned to recommend Article 34. Seconded by Steve Crockett.

VOTE: Carried.

ARTICLE 35: To see if the Town will vote to appropriate the total sum of \$1,503,006 from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds that may be available from the federal government and any other sources.

MOTION: Bob Gosselin motioned to recommend Article 35. Seconded by Peter Dunn.

VOTE: Carried.

ARTICLE 36: To see if the Town will vote to authorize the Selectmen to accept or reject grants, donations and/or gifts of money to the Town of Raymond and to expend monies donated for specific purposes.

MOTION: Bob Gosselin motioned to recommend Article 36. Seconded by Peter Dunn.

VOTE: Carried.

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, 2011 and any other funds provided by any other entity including but not limited to:

- 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

MOTION: Bob Gosselin motioned to recommend Article 37. Seconded by Peter Dunn.

VOTE: Carried.

DISCUSSION: Rolf Olsen noted that the warrant article for a road improvement study committee was to be considered. He said that the Selectmen haven't voted on it yet, but he would like to consider the Budget/Finance Committee's recommendation now so that if the Selectmen decide to recommend it, the Budget/Finance Committee will not have to return for a vote on this article. Don Willard said that this article was a suggestion from Mr. Olsen in order to be proactive for our next budget 2012-2013.

ARTICLE: To see if the Town will vote to establish a Road Improvement Study Committee to evaluate the current condition of Raymond's public road system and to make recommendations for financial strategies to achieve necessary capital improvement work. The committee would investigate the use of long and short term construction bonds, annual Capital Improvement funding, and any other funding mechanisms available.

MOTION: Bob Gosselin motioned to recommend the new Article to establish a Road Improvement Study Committee. Seconded by Peter Dunn.

VOTE: Carried.

DISCUSSION: Peter Dunn asked about the County Tax which is based on a state valuation of the town. He asked if anyone in Raymond had reviewed the state's estimate in case they have made a mistake. Mr. Willard said that we could send a letter of concern to the state and ask for a reply concerning our valuation. Mr. Dunn said that a town can appeal this valuation. Mr. Bruno agreed it would be good to send a letter asking this question.

Dana Desjardins said that his brother's town asked for a reconsideration of their state valuation but nothing was done. He felt that only the legislature could change it. Mr. Bruno said that our representatives would be notified.

Bob Gosselin thanked the town staff for the preparation of this budget and also those for the past four years in bringing in flat budgets for those years. Mr. Willard thanked him and said that everyone's hope was that the economy would improve so that some of the town's needs could be addressed especially our roads.

ADJOURNMENT: Rolf Olsen adjourned the meeting at 7:33 pm.

Louise H. Lester
Town Clerk