

Town of Raymond

BUDGET/FINANCE COMMITTEE
with the Board of Selectmen

Broadcast Studio
423 Webbs Mills Road

Monday, March 10, 2014

MINUTES

Attendance: Rolf Olsen, Chairman; Tacy Hartley; Peter Dunn; Bob Gosselin; Marshall Bullock; Steve Crockett and Dana Desjardins.

Selectmen: Sam Gifford, Chairman; Joe Bruno; Mike Reynolds; Teresa Sadak; and Lonnie Taylor
Staff: Don Willard, Town Manager; Nancy Yates, Finance Director; Bruce Tupper, Fire Chief; and Nathan White, Public Works Director.

Others: Norma Richard, Co-chairman; Marie Connolly, Treasurer; Elisa Gifford; Sally Holt, Library Director; Christine Franz; Lisa Davison; and Paula Jondro from the Library Committee, Danielle Loring, and Charles Leavitt.

Absent: Brian Walker

1. Call to order. Rolf Olsen opened the meeting at 6:31 pm at the Broadcast Studio.

2. Approve Minutes:
February 20, 2014

MOTION: Peter Dunn motioned to approve the minutes from February 20, 2014. Seconded by Marshall Bullock

VOTE: Unanimous

NOTE: Joe Bruno introduced the budget saying that this year the Selectmen wanted to hear what the departments felt they needed to do their job. This is not the proposed budget, but the budget which will go to town meeting will be taken from it.

a. Administration

Mr. Willard reviewed the proposed budget. Three Selectmen asked to have their stipend deleted from the budget: Reynolds, Bruno, and Sadak. The stipend for Taylor and Gifford will remain for whomever wins the election in June. A staff salary increase was proposed at 1.4% which is the NE CPI amount. The current budget doesn't include money for Mr. Willard and Mr. Reynolds' legal case. The Administration increase is \$18,000 and includes the Assessing budget increase of \$9,000 plus an increase for legal fees to cover due diligence for contracts and FOAA requests. There was a question as to whether there is sufficient staff to do the work of the town. Mr. Willard replied yes if the level of service from them isn't increased dramatically.

Mr. Willard noted that electricity has been increased due to the cost increase. There was a question about the cost of heating oil. It was noted that Raymond bids for oil annually. An energy audit was done a few years ago and several improvements were made to save energy.

b. Assessing

Mr. Willard noted that ten more hours are requested for the assessor and the legal increase has been included in the total legal account.

c. Community Development

Mr. Willard noted the town timber sale and what that money will be used for. A question was answered that the estimated sale amount was suggested by the contract forester. It was suggested that this money might be better used in the general fund instead of purchasing conservation land.

d. Animal Control

Mr. Willard said that this year the budget remains nearly the same as last year. It was noted that this is the only account where there is dedicated funds held which come from dog licensing and dog licensing overdue fines.

e. Public Works

Mr. White said there were two seasonal part-time personnel added to help the Beautification Committee with the work on Raymond's landscaping as well as general summer help for Public Works. Sand/salt is holding OK right now and he felt that it will last this year. If there is any revenue at the end of the fiscal year sand is purchased toward the next year. One felt that any money at the end of the year should be brought before the Selectmen for permission to purchase sand ahead or it should go into the general fund. It was noted that some years the product might be less expensive at the end of the year than purchasing the next year. It was said that the Beautification Committee has lost members and they need help in keeping up the gardens. Mr. White added that these part-time employees will also be used for putting up street signs which the full time crew doesn't have time to do.

f. Village Library

Norma Richard, co-president of the Village Library Board introduced a presentation of their library program and financial status with fund raising, gifts, and grants. She described the programming which extends from toddlers to adults. Their computers and wi-fi are being used by many people. They are planning on expanding their hours this spring to 4 days a week Sunday and Monday, Wednesday and Thursday. There is a new program which makes getting books from elsewhere easier by having a motor van which is funded by the Maine State Library to deliver the books ordered. The library's Facebook page was noted as being very informative. There was a question and discussion as to whether the outside wi-fi was secure and whether it is safe to have people using it.

g. Provider Agencies

None presented.

h. CIP [Capital Improvement Plan]

Mr. Willard noted any additions or changes. The prospective annual increase was questioned. Rt. 85 and Egypt Rd will have a 5/8" shim put down by the State. Mr. White reviewed the situation with our trucks/equipment. He felt that the current bond money would be used in the next two years. The proposed new sand/salt shed will be just for sand/salt. There was a question

about storage of the equipment and it was felt that with a new sand/salt building the old one could be used in part for equipment storage.

i. TIF [Tax Increment Finance District]

Mr. Willard introduced the TIF. It was asked that Mr. Lebel give an explanation of where we stand now with the TIF. There was a question asking whether the usage of the TIF funds was correctly allotted.

j. IRT [Innovative Readiness Training]

Danielle Loring presented the IRT Program. This program was initiated by the US military to give the military experience to accomplish work as a unit where the members come from many areas of the country. It benefits the military and the towns or entities for which they are working. An application was written and accepted for the program which co-insides with the work planned for the Boy Scout's Camp Hinds. Some of the jobs will be the new fire department tower, the public works pole barn, the site line in front of the Public Safety Building, the fire pond on Oak Ledge Rd., work on the Mill Street ball fields and also create a recreation area at the 83 acre old dump site on Farwell Drive. Some of these may not be used. The cost of this is half what it would be from the private sector should Raymond do it alone. The timing was asked and it was stated that the permitting has to be done before they arrive but the total projects will extend more than one year. The potential tax increase could be paid in place of two of the bonds which will be retired in a couple of years. It was stated that the use of the retired bonds might be needed in the future for the same type of resources the current ones were used for i.e. roads. A question was asked to receive an explanation of where we are with our current bonds and when they end and how it will affect the new expenditures.

3. Public comment on budget items reviewed in meeting (3 minute limit per person)

Charles Leavitt asked what the auditor's opinion is for the undesignated fund balance level. He wanted to know what our status is with our bonds. He questioned extra help for public works. He felt the problem with the Beautification Committee was a failure of the public/private association. He asked what our status was with the waterline bond. He didn't feel that we needed to spend the money for the IRT work.

NEXT MEETING: There will be a Workshop April 7th at 6:00 pm on the Budget. Mr. Olsen said that the Budget /Finance Committee would consider moving their meeting if necessary.

4. Adjournment. Mr. Olsen adjourned the meeting at 8:19 pm.

Louise H. Lester
Town Clerk