



Budget-Finance Committee

Meeting Minutes

July 24, 2024, at 6:30pm

At Broadcast Studio & Via Zoom

Committee Members Present: Karen Lockwood, Chris Hanson, Frank McDermott, Shawn McKillop, Don Willard, Cliff Small

Committee Members Absent: Deanna Lee

1. **Called meeting to order** at 6:30pm by Chair Lockwood with a quorum present

2. Approval of Minutes

- June 13, 2024

Motion to approve as presented by Mr. McDermott. Seconded by Mr. Willard.
Unanimously approved

- June 25, 2024 – Orientation Workshop

Motion to approve as presented by Mr. McDermott. Seconded by Mr. McKillop.
Unanimously approved (Hanson abstained, was not present for that meeting)

3. Election of Officers

Nomination of Karen Lockwood as Chair by Mr. Willard. Seconded by Mr. McDermott.

Unanimously approved

Nomination of Shawn McKillop as Vice-Chair by Mr. Hanson. Seconded by Mr. Willard.

Unanimously approved

4. Review and discuss Public Works CIP

Public Works Director White noted that paving is not on the document provided, had been noted in his budget presentation earlier this year. Paving was part of the budget that was reviewed this spring.

Chair Lockwood opened the floor for committee members to ask questions about the information provided.

Mr. McDermott asked if the department is having any special problems with the equipment that's currently owned. Director White responded that any issues are to be expected and are appropriate for the age of the vehicles.

Chair Lockwood asked about a 2005 truck; Director White noted that the truck has very little resale value, so it's better to keep it as a spare for a few more years.

Mr. Hanson asked how it's determined when a vehicle needs to be replaced. Director White answered that pick-ups tend to last 7 years; other vehicles are determined based on wear and tear or any maintenance needs. Mr. Hanson further asked about replacement costs, since he knows Mr. White buys vehicles at a bargain price when possible. Complimented Mr. White on his ability to find bargains wherever possible. Asked how the budgeted money is carried forward knowing that Mr. White often spends less than what's budgeted. Concerned that if catastrophic damage happens to vehicles, that Public Works won't have the money earmarked to replace, since the market for vehicles is so crazy right now. Mr. Hanson wants to ensure that there are sufficient funds for future replacements, since the prices of vehicles have risen sharply. Director White responded that he would deal with a scenario like that as it came up; if there isn't enough money to replace a vehicle immediately, they'd push that purchase out to the next year or would finance the purchase.

Mr. Willard asked about recreation vehicles and whether they should be budgeted under the Public Works budgets/assets or should they be separated by department. Director White noted that it was decided that Code Enforcement, Recreation, Tassel Top, Fire Inspector, Animal Control, etc vehicles would be under the Public Works budget. Public Works purchased the vehicles and maintains the vehicles.

Town Manager Look noted for the record that Tassel Top is currently not ready to be self-sustainable, it is still a hybrid of an Enterprise fund and a Town department. The goal is to get Tassel Top to become a fully self-sustained entity, but the process still needs some Town support at this point. Town Manager Look said that next budget season, we should have a better idea of when it can become fully self-sustaining, since Recreation Director Joe Crocker will have more of the major projects completed there and will have a better understanding of what the potential finances are for it.

Mr. Willard suggested the possibility of Tassel Top being a Town department, if the State would allow it.

Mr. Willard noted that historically the Town has done well with buying used vehicles and used equipment and saving money wherever possible. Now, State surplus lots are empty, so that's not an option for saving money anymore. Used car lots recently don't have the inventory at a significant savings over new like they used to.

Director White noted they've stopped buying diesel pick-ups because of the maintenance costs.

McKillop asked if buying used vehicles from other neighboring towns is an option. Me. White said we've bought from Gray before, but it's a difficult process to navigate, since their vehicles go into a surplus account before being transferred out for sale.

All building maintenance falls under Public Works budget except with the new Public Safety building and the Fire Department District Two. Any facility upgrades come through Public Works and they're accounted for in Public Works budgets (CIP or annual).

Insurance claims covered the cost of replacement when maintenance is required as a result of vandalism. Whatever may not be covered is paid for through the facilities maintenance lines. Director White noted that regular maintenance tends to fall under the regular budget, not necessarily Capital Improvements.

5. Setting up a regular meeting date

The following are already in a schedule:

- 1st Wednesday - Comp Plan Committee
- 2nd Tuesday - Select Board
- 2nd Wednesday - Planning Board
- 3rd Thursday - Recycling Committee (not active)
- 4th Tuesday – ZBA

Chair Lockwood proposes that regular meetings occur on the 3rd Wednesday of the month.

Motion to meet on the third Wednesday of each month by Mr. McKillop. Seconded by Mr. Hanson.

Unanimously approved

6. Public Comment

No one spoke.

7. Budget-Finance Committee Comment

Mr. McKillop noted that he's personally looking forward to a Public Works garage, as he still believes it's needed. Asked for other's thoughts.

[Town Manager Look noted that *discussion* of such a topic cannot happen during a Public Comment session, since it was not on the agenda. It can be brought up and ask the Chair to add it to the agenda for the next meeting.]

Mr. McKillop further suggested that the topic of how to use the money collected for the Sebago Lake Violation be added to an agenda for further discussion.

Chair Lockwood noted that Shawn's suggested topics can be added to the next

meeting's agenda.

Mr. McKillop noted, as he did at the Select board meeting in July, that he hopes the Select Board and Budget-Finance Committee can work together. Would like to have a meeting together to discuss issues, instead of going back and forth with comments between their separate meetings, which doesn't allow for discussion among the groups.

Mr. Willard noted that he would like to see transparency and due diligence in respect to the Public Works garage, from the department to the Select Board to the Budget-Finance Committee and a committee to study it, proper engineering and detailed cost estimates, public hearings, etc.

8. Adjournment

Motion to adjourn at 7:18pm by Mr. McDermott. Seconded by Mr. Hanson.
Unanimously approved

Respectfully submitted,

Melanie Fernald, Town Clerk