



TOWN COUNCIL BUDGET WORKSHOP MEETING MINUTES MARCH 22, 2016

Christopher Brunelle, At Large 2016
Eric Metivier, District 1 2016
Roger Bickford, District 2, 2016
Dale Crafts, At Large 2017
Normand Albert, At Large 2018
Kasie Kolbe, District 1 2018
Allen Ward, District 2 2018

CALL TO ORDER. The Chairman, Roger Bickford, called the meeting to order and waived the pledge of allegiance to the flag at 7:00 PM.

ROLL CALL. Members present were Councilors Bickford, Brunelle, Metivier, Crafts, Albert, Kolbe, and Ward. Also present were Diane Barnes, Town Manager; Diane Nadeau, Librarian; David Brooks, Police Chief; Sean Galipeau, Fire Chief; Donald Fellows, Planning Board Member; Traci Austin, School Committee Chairman; and approximately eight citizens in the audience.

Councilor Bickford reminded Councilors to reserve their seat at the Fireman's Banquet April 1 in Brunswick. Mrs. Barnes said this is the first draft of the budget. She indicated we had to create and develop our own spreadsheet for wages and benefits and that it still needs some tweaking. She reported a 9% increase for insurance was budgeted since open enrollments take place in January because it drops or inflates with new employees. She explained tonight the Council would ask questions of the Department Heads and changes agreed to by consensus would be made to the budget when done.

LIBRARY

Mrs. Nadeau presented the Library Department budget. She discussed increases to add a third day of delivery for Inter-Library loans, additional \$100 to have the windows washed once a year, additional \$300 for mending supplies for books, and an additional \$100 to cover refreshments at the Merry Main Street Event in December. There is a 2% increase in supplies since the price of books are expected to rise. She requested additional funds to make one position 20 hours and to retain the internship program. Funds were added to shovel walkways and the front entrance.

Councilor Ward pointed out an old description line that needed to be removed and commented that he supported the Inter-Library loan program because we have access to the materials without maintaining or purchasing them; we get the best bang for our buck here.

POLICE

Chief Brooks presented the Police Department budget. This is a moving target under constant revision since it was submitted a month ago and it will change as it goes forward. He discussed increases to add a third shift, which the personnel study supported. He indicated union negotiations will start in a couple of weeks. One officer is scheduled to attend the academy in August this year. No one submitted educational funds by the March 1 deadline. The school pays for football and basketball detail. Mrs. Barnes said the insurance line is inflated here to cover family status since we have not filled one position. Chief Brooks said 14 officers were budgeted. Uniform funds are dwindling since most items were wash and wear now. He explained cell phones were separated out into departments and includes air cards. He mentioned lab and analysis costs were increasing now that municipalities are expected to cover those expenses. Gas and mileage were moving targets.

Councilor Ward asked that we revisit overtime lines to keep that at last year's level by funding 3rd shifts/temporary line. He said the SRO is coming back so we will fill some boots on the ground here. The consensus was to restore the amounts to 2015-2016. Chief Brooks explained Professional Develop pays for registration fees, room, and

meals for trainings and that training costs associated with payroll, hiring temporary personnel to fill shifts, or to pay overtime created by the individual who is at training comes from the training line.

Chief Brooks presented the ACO budget. A portion of the ACO contract is reimbursed by Sabattus and Bowdoin. Funds were budgeted for training/ACO Seminar in Bangor. He does have a cell phone and air card. Costs include software licensing. Coastal has a vet in house during the day which Lisbon has access to, but we have to use the animal emergency room in Lewiston during the night shift. Gas is a moving target here as well. One set of tires were budgeted. He indicated that Sabattus and Bowdoin maintain their own shelter contracts.

Chief Brooks presented the Communications Budget. He said, hopefully, Durham will be renewing their 3-year contract with us. There were some personnel changes from senior to entry-level positions and the overtime line changed. We use reserve officers and have budgeted for 40-hour workweeks instead of 32. The 911 fee is set by the state.

Councilor Ward asked if there was a vacant position here. Chief Brooks replied, yes. Applications closed yesterday. A reserve officer is filling in until the position is filled. Councilor Albert inquired about farming out IT services. Chief Brooks explained the difficulties surrounding that scenario (criminal background searches) versus doing it in house to maintain a higher level of security. It appears that little savings would be found. Mr. Karass said he didn't think a town could even contract that service out.

FIRE

Chief Galipeau presented the Fire Department budget. He explained the stipend process and point system they use for collateral duty calls attended. They have filled 41 spaces, but there are 48 positions in total so openings are available. They supply uniforms for parades and funerals. They pay for yearly physicals and new members; baseline information is gathered. They have cell phones with 3 air cards included. Equipment testing is required. Equipment is maintained. He requested funds for the truck replacement account as well.

Councilor Kolbe asked what had been put into the truck replacement account versus what was supposed to be in it by now. Councilors agreed that when it comes time to purchase a new truck that the truck replacement funds, although short, will certainly help cushion that purchase.

PUBLIC COMMENTS: Mr. Fillmore asked what the difference was between training and professional development. Chief Brooks restated Professional Develop pays for registration fees, room, and meals for trainings and that training costs associated with payroll, hiring temporary personnel to fill shifts, or to pay overtime created by the individual who is at training falls under the training line. Mr. Fillmore asked why the town was not using forfeiture funds. Chief Brooks explained that forfeiture funds could not be used for regular normal business expenses and that it would be illegal to use it for routine trainings.

ADJOURNMENT

Councilor Metivier, seconded by Councilor Crafts moved to adjourn at 8:43 p.m. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved April 5, 2016