



TOWN COUNCIL BUDGET WORKSHOP MEETING MINUTES MARCH 29, 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 & PLEDGE TO THE FLAG. 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, Kolbe, and Ward. Excused were Councilors Crafts and Albert. Also present were Diane Barnes, Town Manager; Ed Karass, Finance Director; Ryan Leighton, Public Works Director; Karen Paradis, Planning Board Chairman; Donald Fellows, Planning Board Member; Scott Hall, Planning Board Member; and two other citizens in the audience.

Councilor Ward updated the Council on the School Committee's progress with the budget. He explained the School Committee is considering John Merrifield's proposal to create a Day Treatment Center in town. This would eliminate the need to transport children to Spurwink and other off site places for these services. Mr. Merrifield has the expertise to create this type of facility for Lisbon. Instead of Lisbon paying for these services, we would be reimbursed by Maine Care for providing these services, plus we could take children from other districts generating additional revenue. Councilor Ward said this appears to be a win/win situation all around. We pay a premium to get these services now so if we can keep these children here and bill Maine Care for these services we stand to save potentially a quarter of a million dollars. He said he is curious to see where the School Committee goes with this since we have the expertise in-house now to do something.

PUBLIC WORKS

Mr. Leighton presented the Public Works budget. He went over personnel, explaining there are currently two vacancies: the 50/50 Public Works/Sewer position and the Lab Technician position. He pointed out the Operations Manager, Foreman, and he currently have cell phones, plus the new tablet is hooked to the GIS system and is utilized in the field for inputting information into the system from the job site. This is working out extremely well. He indicated they were cleaning sewers and storm drains now on an annual basis, plus collecting information for the MDOT project as requested.

Mr. Leighton explained the department could use a chipper on a more regular basis that renting one does not work well because when something comes up preventing them from getting back to chipping it can hang around unused for half a day occasionally. He said he could find a used one for about \$12,000 and asked the Council, if funds were available this year, if they would like to purchase one. Councilors Bickford, Metivier, and Ward indicated they would be in favor of purchasing one before year-end.

Mr. Leighton explained the telephone situation when it went down a month ago and the internal system did not work. He recommended the system be replaced. He said Oxford Network could provide a web based system with all the current features, plus caller ID, with direct dial phone numbers for each department for less money than we are currently paying. He indicated some of this work needs to be accomplished right away. Mr. Karass said age is overtaking the resource. Mr. Leighton indicated their engineers need to come in to assess our needs to determine what we have to do. Mrs. Barnes said this item needs to be completed out of this year's budget because we have no one to work on our current phone system right now.

Mr. Leighton went over the paving list in detail outlining the huge problems lately with culverts. The Council discussed purchasing a few culverts if possible from this year's budget. He said he increased the hot top amount based on the amount we used this past year. He indicated Gayton and Moody Roads would be done with chip seal,

the rest with asphalt rubber or traditional shim and overlay and there is money to repair the lot at the transfer station. He anticipated repairs to storm drains would continue to go up over the next few years.

Mr. Leighton said MDOT is requesting \$217,000 in matching funds for the four state projects they will be doing, although the schedule is up in the air right now. He indicated they needed additional funding before they can begin, which most likely will come from ATRC. They discussed the town's involvement with the new gas line on Route 125. They discussed fleet maintenance and/or lack thereof. Councilor Kolbe asked for a list of equipment requiring improvement. Councilor Ward said although capital improvement was important, his focus would be to expand it to adding a fleet maintenance component to the discussion; we know we have a aging fleet, let's maintain it so we can get most use out of it.

WINTER PUBLIC WORKS

Mr. Leighton presented the Winter Public Works budget. He said most of it is labor, salt, and liquid. He explained that two trucks were equipped with ground speed control features and four were not. He estimated \$3,000 each to equip the rest. Councilor Ward asked if we could accomplish that this year, then we could take that out of next year's budget.

SOLID WASTE

Mr. Leighton presented the Solid Waste budget. He explained temporary wages were moved to the wage line. He indicated the majority of this budget is disposal fees and a little extra was added for additional trips. He discussed the previous year's disposal fees as follows:

We paid \$284,000 in 2009
We paid \$287,000 in 2010
We paid \$255,000 in 2011
We paid \$270,000 in 2012
We paid \$213,000 in 2013
We paid \$205,000 in 2014
We paid \$218,000 in 2015

TOWN BUILDINGS

Mr. Leighton presented the Town Buildings budget. He indicated most of this was town office expenses, except for the heating, electricity, and repairs and maintenance which cover other buildings. It does cover one custodian. He budgeted less for natural gas based on usage. He added \$20,000 for heat exchanger replacements. Projects include two front doors at MTM, Library brickwork, wooden trim at roof edge, new openers at the Fire Station, and insulating the hose tower. Councilor Ward asked if insulating the hose tower could be done this year. Mr. Karass indicated that could not.

TECHNOLOGY

Mr. Leighton presented the Technology budget. Funds were budgeted for Oxford Network. This covers internet website hosting and associated expenses. We pay Great Falls for our public access channel. Fire Department licensing comes from here. Police Department full support agreement is \$17,000, plus town wide full service support is \$30,000. This covers the Police and Fire Departments software licensing fees, along with Harris/Trio, and Munis software licensing fees. This covers the Library software agreement they use, plus our copier service, too. There are funds for Harris and Munis for licensing fees, plus \$30,000 for switches and firewalls. This line covers repair and maintenance of equipment; there are funds to purchase a couple of computers if needed.

SEWER DEPARTMENT

Mr. Leighton presented the Sewer budget. He explained personnel coverage, on call, and call ins. He said there was money for training because certification is a requirement to hold certain positions. Electricity was reduced. He

explained one study is almost complete. He explained another study is needed to tell us where we are with local limits. Once we determine this he can look into creating a fee structure so businesses pay based on what they are contributing. Right now Lisbon doesn't have variable rates for various uses. This will require an ordinance change. Mrs. Barnes indicated we need to look at adding language for administration, collections, sewer fees, abatements, and criteria for that. Mr. Leighton indicated largest part of this budget is for waste disposal which is what we pay for hauling it and there are funds for lab testing, too. The Council supported suggested ordinance changes.

Mrs. Barnes indicated she would put together a list of items for Council approval on Tuesday so some items can be completed this year.

ADJOURNMENT

VOTE (2016-72d) Councilor Metivier, seconded by Councilor Ward moved to adjourn at 9:00 p.m. **Order passed - Vote 5-0.**

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