

BUDGET COMMITTEE MEETING MINUTES

WEDNESDAY, JANUARY 31, 2018

Members Present: Ron Schneider Jr, Bruce Bjork, Marisa Caputo, Brian Toomey, Bob Subilia, Russ Markgren, Richard DeBold, Selectman Kathy Chase

Excused: James Gaylord, William Wade

Staff Present: Town Manager Jon Carter, Finance Director Jodie Sanborn, Accountant Casey Welch, Parks & Recreation Director Tina LeBlanc, Public Works Director Andy Bouchard, Meeting Recorder Cinni Davidson

The meeting was called to order at 5:30 PM. The minutes of the January 10, 2018 meeting were approved as written.

1. Budgets and CIP to Review
 - a. Parks & Recreation

Bob has met with Tina to review her budget. The total operating budget is \$54,900. Transportation is being moved to the enterprise fund.

Motion by Bob, seconded by Russ, to approve the budget as submitted. Passed unanimously.

The Activity Center was discussed. When the facility is rented, the money goes into a special reserve fund for extra items that aren't operational. The roast beef dinners have been raising funds for "the Frank Higgins Fund" formally known as the Wells Activity Center Reserve Fund for building improvements such as the siding and paving the parking lot. The building has been insulated and now has LED lighting. There will be a refund from Maine Efficiency. Frank suggests projects and obtains grants, but has no control over the funds.

Motion by Bob, seconded by Bruce, to approve the Activity Center budget of \$21,876. Passed unanimously.

Enterprise Fund: Jon explained that excess program revenues after salaries and operations are deducted are used by the department to cover CIP requests. The Committee was provided with a spreadsheet showing how the Multipurpose Field Renovation could be funded out of the Enterprise Fund immediately. Funding from the following approved projects would be used toward the Multipurpose Field: tennis courts, mower replacement, garage, public restrooms, dump truck and tractor replacement. The parking lot seal-coat and lining request is being added. The \$7,500 for the passenger van is a current loan payment. The projected revenue

from fees is \$471,000 in the FY 2019 budget. Kathy said people should be pleased that their fees are supporting the facilities and salaries for the programs they are intended to cover.

Tina's priority is to redo the field that is in bad condition. The field does not drain well and is sinking; it can't be used until it dries out and about 2/3 of the playing time is lost. By working with the Public Works Department considerable funds can be saved. The cost will be \$300,000 to do the field, and if we do the parking lot too that will be \$13,550. \$133,092.99 will come from the Program Revenue Account and \$180,457.01 from funds designated for CIP projects. There is \$226,358.72 in the Program Revenue Enterprise Fund. Tina will still have a balance of \$93,265.73. Jon said staff is requesting a warrant article to take \$300,000 from surplus and repay \$50,000 per year over 6 years to maintain her cash flow. If the Committee approves, this can go to the Selectmen for a public hearing to release the money and the work can begin in March, weather permitting.

Motion by Russ, seconded by Bob, to support the concept. Passed unanimously.

b. Public Works Department

Richard and Bruce met with Andy. The operating budget is up 10%; the winter and salt lines were increased because of the cost of materials and the quantity purchased. The winter line is raised to \$75,000, while the salt line increases from \$125,000 to \$175,000. The Town has gone to a salt priority and we are buying a brine solution rather than sand. Sand pollutes the air and is expensive to clean up in the summer. We are actually saving by going to salt exclusively. The brine is applied to help the salt work better.

The fuel and lubricants line is up to \$90,000. The auditors said to put the Police Department fuel amount back in. Each department that gets fuel there is billed and the funds are credited back to this line. The recommendation was to cut this line by \$20,000.

Motion by Richard, seconded by Brian, to approve the operating budget of \$549,200. Passed unanimously.

The round building was relocated from the Hannaford site and is used as the second garage for trucks and storage. We are getting quotes for some needed maintenance. The equipment reserve was reduced, \$85,000 out and \$100,000 in, rather than \$177,000 in. Two trucks scheduled to be replaced are 2000 and 2004 models. One of them needs \$1,000 work to get a sticker. The Transfer Station Improvement Loan was cut to \$77,500 in instead of \$155,000 in. The total debt was around \$370,000 at the end of November. The Transfer Station is paying back for the leasing upgrades that were done when part of the space was leased. Infrastructure was reduced to \$100,000 in and remained at \$300,000 out. Some road and culvert work is needed with priority being given to Furbish Road and the Harbor. Our share of the light at

109/9A will be \$75,000. There is a grant program to pave 9B. Paving was reduced to \$1,008,000 in and out. There are no changes to sidewalks and crosswalk lights. The priority for a crosswalk light is at Gateway Drive. We have them at the Post Office, Dunkin Donuts, the Junior High, Congdon's and the Moody Post Office. Another priority will be a crosswalk light at the Recreation Center when they build the parking lot across the street. There were comments about speeding on 9A. Since this is a State road we can't change the speed limit. The Police Chief would have to apply to the state for a traffic study.

Public Works Agreement/Contracts line: there is a CIP for the purchase of the solar panels. This item reflects the payment to Revision Energy. We pay them a certain amount quarterly, around \$7,400 a year until we buy the units. There is an offset on the CMP bills.

Motion by Bruce, seconded by Marisa, to approve \$39,400 for the Public Works building. Passed unanimously.

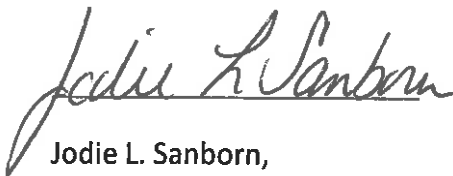
Transfer Station operations are being moved from the enterprise fund to the budget. Expenditures remain the same.

Motion by Russ, seconded by Marisa, to approve the \$333,900. Passed unanimously.

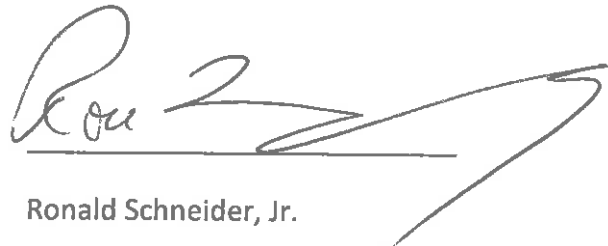
Motion by Brian, seconded by Marisa, to adjourn at 7 PM. Passed unanimously.

Respectfully submitted,

Approved by,



Jodie L. Sanborn,
Finance Director



Ronald Schneider, Jr.
Budget Committee Chairman

**Wells Recreation
Field Renovation Funding Proposal**

Burnt Mill Parking Lot	\$ 35,000.00
Pave Pavilion (not completed)	\$ 5,700.00
Drinkin Fountains Installation	\$ 5,570.00
Van Loan	\$ 7,500.00
Total	\$ 53,770.00

CIP Total \$ 234,227.01 \$ (53,770.00) \$ 180,457.01

Estimate for Field	\$ 300,000.00
Parking Lot Sealant & Lining	\$ 13,550.00
CIP \$ available	\$ (180,457.01)
Need From Program Rev	\$ 133,092.99

Program Rev as of 12.31.17	\$ 226,358.72
minus needed funds	\$ (133,092.99)
Program Rev Balance after	\$ 93,265.73