

Budget Review Committee - January 25, 2023

Present: Budget Review Committee Members: Ron Schneider Jr, Brian Toomey, Marisa Caputo, Bill Wade, Richard DeBold, and Bob Mulcahy. Staff Members: Town Manager Mike Pardue, Finance Director Jodie Sanborn, Accountant Casey Welch, Town Clerk Brenda Layman, Library Director Cindy Appleby, Town Planner Mike Livingston, Town Assessor Keeley Lambert and Director of Code Enforcement Jodine Adams.
Selectboard Representative: Scott DeFelice.

5PM BUDGET REVIEW COMMITTEE MEETING

Current Agenda

1. Approval of Minutes from January 18, 2023

Motion by Brian, seconded by Richard to approve the minutes from the January 18, 2023 ,meeting. Approved 6/0

Budget & CIP to Review

CEO

Jodine discussed the plan to increase permit fees. She included a comparison of other local towns current fees as well as the volume of permits Wells does each year compared to some neighboring towns. There is an increase in permit revenue based on prior year actuals. Revenues: Motion by Marisa, seconded by Bill to approve \$299,000. Approved 6/0. Operations: Motion by Richard, seconded by Bob to approve \$17,500. Approved 6/0.

1710 House

This is for ongoing maintenance and repair.

Town Manager proposed: \$20,000 to be added to the fund and \$41,000 to be paid out.

Town Hall Site Plan/Drainage

Jodine and Mike explained the current issues with drainage at the Town Hall. They plan to do a site plan to address issues with drainage, parking and lighting at the Town Hall. They plan to get proposals before July 1, 23, and start on the site plan in FY24.

Town Manager proposed: \$70,000 to be paid out.

Lease Vehicle Purchase

Jodine is requesting to purchase two 2019 Toyota Rav4s at the end of their leases.

Town Manager proposed: \$33,411 to be paid out.

Staffing Request

Mike Livingston explained that the increase in his Dues line is because of an increase in the dues the town pays to the SMRPC. Multiple towns in the area jointly employ someone through SMRPC who does surveys and studies of the area.

Revenues: Motion by Ron, seconded by Marisa to approve \$22,900. Approved 6/0.

Operations: Motion by Ron, seconded by Marisa to approve \$40,800. Approved 6/0.

GIS Updates/Maintenance

Mike explained that this is an ongoing project to maintain and improve GIS mapping and tax map information. Aerials are done every 3 years. He discussed that building footprints have not been done since 2016 and need to be updated. These maps are used by several departments as well as the public.

Town Manager proposed: \$20,000 to be added to the fund and \$20,000 to be paid out.

Comp Plan

The comp plan study has been done. They are currently waiting for review and comments from the State of Maine. This should be on the ballot in November 2023.

Town Manager proposed: \$20,000 to be added to the fund and \$20,000 to be paid out.

Town Clerk

There was discussion about the current condition of the voting booths, which will be looked into further.

Revenues: Motion by Marisa, seconded by Bill to approve \$79,400. Approved 6/0.

Operations: Motion by Brian, seconded by Marisa to approve \$26,740. Approved 6/0.

Voting Machines

The Clerk's office is putting money in a fund for the future purchase/lease of new voting machines.

Town Manager proposed: \$19,000 to be added to fund.

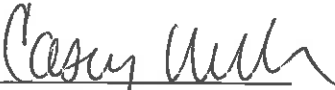
Staffing Request

The Deputy Clerk/Office Manager position has been vacant since July 2020. Brenda is requesting to refund that position.

Other Committee Topics

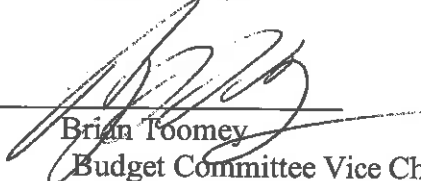
Motion by Brian to adjourn the meeting, seconded by Ron. Approved 6/0.

Respectfully submitted,



Casey L. Welch
Accountant

Approved by,



Brian Toomey
Budget Committee Vice Chairman