

**Board of Selectmen/Budget Advisory Committee
WORKSHOP/MEETING**

Board of Selectmen's Room

**March 2, 2016
4:30p.m.**

Board Members Present: Bernard N. King Jr., Chairman; Robert J. McHatton Sr., Vice Chairman; Kenneth J. Murphy; Gregory N. Watkins and Paul E. Hoyt.

Budget Committee Members Present: Earl Cash Sr.; Arthur Triglione Sr.; Vanessa Jones and William Vincent.

Also Present: Bob A. Peabody Jr., Town Manager; Georgiann M. Fleck, Deputy Town Manager and Charisse Keach, Finance Officer.

1. Call to Order

Chairman King called the meeting to order at 4:30p.m.

2. Pledge of Allegiance

3. Approval of Minutes – February 24, 2016

The Minutes were approved by consensus of the Board of Selectmen and Budget Committee.

4. Review of the Following Accounts

a. Transfer Station

348 – Transfer Station

856 – Capital Expense (If Applicable)

b. Public Works Department

322 – Public Works

344 – Parks Department

345 – HAM Complex

353 – Cemeteries

360 – Vehicle Maintenance

382 – Building Maintenance

026 – Pondicherry Park

027 – Town Hall

856 – Capital Expenses (If applicable to any Departments above)

As a result the Board and Committee began review of the budgets submitted for the above accounts.

Deputy Town Manager Georgiann Fleck distributed revised budget sheets resulting from the meeting of February 24, 2016.

A memorandum was submitted by Gary Colello, Recreation Director, requesting that account **404-6-4425 – Fireworks** be adjusted from \$6,500.00 to \$9,750.00 (See attached).

Selectman Hoyt proposed increasing account 404-6-4425 from \$6,500.00 to \$9,750.00. as recommended by Gary Colello, Recreation Director. Discussion ensued.

As a result, the consensus of the Board of Selectmen and Budget Committee was to approve the increase from \$6,500.00 to \$9,750.00

348 – Transfer Station

Robert Fitzcharles Sr., Transfer Station Manager, was present representing the Transfer Station budget.

348-1-1002 – Department Head

Selectman Watkins said this line shows a 10% increase in the Department Heads Salary, is that what the Town Manager is supporting? Town Manager Peabody said no, I am requesting 3%.

348-3-2116 – Office Supplies

This line item covers the purchase of miscellaneous supplies as well as the purchase of transfer station stickers every other year.

Selectman Hoyt proposed decreasing this line from \$1,000.00 to \$600.00.

As a result, the consensus of the Board of Selectmen and Budget Committee was to approve the reduction of account 348-3-2116 from \$1,000.00 to \$600.00

348-3-2510 – Clothing

This line covers, by contract, a clothing allowance from the Department Head and the full-time employee.

Selectman Watkins proposed a \$200.00 clothing allowance for the part-time employees. Discussion ensued.

As a result, the consensus of the Board of Selectmen and Budget Committee was to approve a \$150.00 annual clothing allowance for each part-time employee.

348-3-2526 – Misc. Supplies

Transfer Station Manager Fitzcharles said this line also covers the purchase of tote bags. The “R” bucks were not successful and the plastic totes are too expensive to purchase. These are canvas bags that may have a logo on it encouraging recycling. Discussion ensued.

Selectman King proposed reducing this line by \$2,500.00.

As a result, the consensus of the Board of Selectmen and Budget Committee was to not decrease this line and review it further at a subsequent meeting. Transfer Station Manager Fitzcharles will review options and report back to the Board of Selectmen and Budget Committee.

856-8-9077 – Transfer Station Paving

This line item will cover paving the same area that is currently paved at the transfer station due to large cracks and divits. The agreement with the Maine Department of Environmental Protection requires the Town maintain the integrity of the paving as it functions as a cap. Questions were asked as to whether or not the whole area needs to be paved or only a portion, consider sealing the cracks and divits, consider

reverting back to our own recycling program rather than single sort so the Town can benefit from revenues of recyclables to be used toward maintenance of the facility. Discussion ensued.

As a result, the consensus of the Board of Selectmen and Budget Committee was to approve the proposed amount of \$141,955.00

The other line items proposed in the Transfer Station Budget including Capital Expenses were not changed.

It was suggested by Selectman Watkins that the Board of Selectmen and the Budget Advisory Committee review accounts 125 – Health Officer and 030 – Assessing.

The Board of Selectmen and Budget Advisory Committee concurred.

125 – Health Officer

As per Title 22 §451.1 “Every municipality in the State shall employ a local health officer who is appointed by the municipal officers of that municipality. A person may be appointed and employed as a local health officer by more than one municipality.” Deputy Town Manager Fleck said Faye Daley is appointed as Health Officer for the Town of Bridgton.

The Board of Selectmen and Budget Advisory Committee did not recommend any changes to account 125 – Health Officer.

033 – Assessing

Town Manager Peabody said that most of the line items in this account are by contract.

The Board of Selectmen and Budget Advisory Committee did not recommend any changes to account 030 – Assessing.

322 – Public Works

Jim Kidder, Public Works Director, was present representing the Public Works Department budget.

322-4-4005 – Dust Control

This line items shows an increase to allow the purchase of a larger tank.

322-8-9024 – PW Pickup Truck Used

This line item covers the purchase of a used pick-up truck which is done every two years. The current truck is not in good enough shape to consider retaining for use by this or any other Department.

The other line items proposed in the Public Works Budget including Capital Expenses, if applicable, were not changed.

344 – Parks Department

Jim Kidder, Public Works Director, was present representing the Parks Department budget.

344-4-3524 – Hired Equipment/Serv

This line item covers the pumping of the outhouses located at Woods Pond and Highland Lake. This line item also covers the yearly flowerbed work with Perennial Point of View which is a three year contract recently extended for an additional year.

344-4-4009 – Downtown Planting

This line item covers anything that is beyond the contract agreement with Perennial Point of View.

344-4-4500 – Annual Replacement

This line item covers the replacement of flags including North Bridgton.

The other line items proposed in the Parks Department Budget including Capital Expenses, if applicable, were not changed.

353 – Cemeteries

Jim Kidder, Public Works Director, was present representing the Cemeteries Department budget.

353-1-1000 – Salary

This line items covers work that is done at the 13 cemeteries which are maintained by the Town. Director Kidder said this position has gone from full-time to part-time. When I prepared this budget I had considered 2 part-time employees, however, I have since reconsidered and would like to request 1 full-time employee who can work the cemeteries in the summer and convert to Public Works to plow or do other winter related work as needed and one part-time employee. Discussion ensued.

As a result, the consensus of the Board of Selectmen and Budget Committee was to approve the proposal for one full-time and one part-time employee.

353-3-6500 – Expansion

This line item covers the cost of the installation of a fence on the opposite side of the road of the cemetery located on Kansas Road. The total cost is \$17,000.00, there is \$5,000.00 currently in reserve and \$5,000.00 approved in the current budget for a total of \$10,000.00. Discussion ensued.

Selectman Hoyt proposed increasing account 353-3-6500 from \$5,000.00 to \$7,000.00 to cover the remaining amount necessary to purchase and install the fence.

As a result, the consensus of the Board of Selectmen and Budget Committee was to approve an increase from \$5,000.00 to \$7,000.00.

The other line items proposed in the Cemeteries including Capital Expenses, if applicable, were not changed.

360 – Vehicle Maintenance

Jim Kidder, Public Works Director, was present representing the Vehicle Maintenance Department budget.

The Board of Selectmen and Budget Advisory Committee did not recommend any changes to account 360 – Vehicle Maintenance.

026 – Pondicherry Park

Jim Kidder, Public Works Director, was present representing the Pondicherry Park budget.

The Board of Selectmen and Budget Advisory Committee did not recommend any changes to account 026 – Pondicherry Park.

027 – Town Hall

Jim Kidder, Public Works Director, was present representing the Town Hall budget.

The Board of Selectmen and Budget Advisory Committee did not recommend any changes to account 027 – Town Hall.

856-8-9020 – PW Paving

Jim Kidder, Public Works Director, was present representing the Capital Expense Accounts.

This line item cover the cost of paving roads. The decrease in the cost of oil will allow a maximization of paving roads throughout town. Director Kidder said we plan on paving several roads and begin work on Lower Main Street. The cost to do Lower Main Street is approximately \$700,000.00 alone. I would like to wait to see what Iron Wood is proposing in the streetscape plan so Lower Main Street can blend in with Main Street. If we don't do Lower Main Street I can probably do Smith Avenue and Salmon Point Road.

Selectman Hoyt proposed reducing account 856-8-9020 by \$70,000.00. Discussion ensued.

As a result, the consensus of the Board of Selectmen and Budget Committee was to not reduce account 856-8-9020 by \$70,000.00

856-8-9023 – PW – Plow Truck

This line item covers the purchase of a new Ford 550 and retain and refurbish the current F550.

856-8-9160 – North Bridgton Sidewalk

This line item covers the replacement of sidewalks in North Bridgton with concrete. Director Kidder said the Bridgton Academy would like work done on Chadbourne Hill and I suggested that they consider contributing toward the replacement of the sidewalks. Discussion ensued.

As a result, the consensus of the Board of Selectmen and Budget Committee was to reduce this account by the proposed \$76,300.00 to \$0.00 and to work with Bridgton Academy to offset the funding of the sidewalks.

345 – HAM Complex

Jim Kidder, Public Works Director, and Gary Colello, Recreation Director, were present representing the HAM Complex.

This line item covers the operational costs associated with the HAM Complex recreation fields.

Budget Committee Member Cash said this was supposed to be a turn-key operation. We need to know how much it is going to cost to straighten out the fields and finish the facility before it is taken over by the Town and an operation budget is approved. We don't have all the information to approve this budget.

Town Manger Peabody said there is a meeting with BRAG scheduled for Friday, March 11, 2016 to discuss the possibility of an MOU between BRAG and the Town of Bridgton. Budget Committee Triglione said this is not Bridgton Complex it is the HAM Complex because of the financial contributions made but some have made larger contributions. Discussion ensued.

Selectman Watkins said this is large enough I think the townspeople should decide. A general consensus was no.

As a result, the consensus of the Board of Selectmen and Budget Committee was to delay action on the proposed budget for the HAM Complex pending the meeting on Friday, March 11, 2016 and review the budget for the HAM Complex at the next Board of Selectmen/Budget Advisory Workshop/Meeting following the March 11, 2016 meeting.

5. Schedule Next Meeting

The Board and Committee concurred that the next meeting will be held on Wednesday, March 9, 2016 at 4:30p.m. with review of the following accounts:

- 268 – Emergency Management**
- 269 – Animal Control**
- 033 – Code Enforcement**
- 950 – Economic Development**
- 522 – Outside Agencies**

6. Other Topics for Discussion

There were none

7. Adjourn

Chairman King adjourned the meeting at 7:50p.m.

Respectfully Submitted,

Georgiann M. Fleck, Deputy Town Manager