

Town of Limerick Budget Committee
Compiled 2/2/15

Subject: Meeting Minutes January 22, 2015
Call to Order: The meeting began @ 7:03 PM.

Members Present:

Denise Benton
Steve Grigg
Gil Harris
Kim Oliver
Wendy Thorne
Michael Welsh

Members Absent:

Stephanie Bishop

Others Present:

Bob DeVilleneuve: Selectmen
Dean Lepage: Selectman
Roland Lepage: Selectman
Judy Lepage: Town Clerk/Tax Collector
Michael Mclean: Chief Limerick Fire Dept
Peter Proctor: Chief Limerick EMS
Rec Dept: Amanda Lepage & Mrs. Lepage
Lake Arrowhead Community Reps: Scott Davis, Dave Robertson
Dottie Richard
Bill Jones
Steve Malamude

1. Meeting Minutes:
 - a. Accept the minutes of 12/18/14: 4 yes; 0 no; 0 abstain.
 - b. Accept the minutes of 1/15/15: 3 yes; 0 no; 1 abstain.

2. Topic/Business: Town Clerk/Tax Collector: Presented by Judy Lepage.
 - a. Limerick Town Clerk re-addressed the Deputy amounts: Change from \$14/hr to \$12.42/hr X 25 hours/week (includes 2% COLA)
 - b. 2015 amount for Deputy \$16,146 vs \$12,667 for 2014.
 - c. During 2014 work hours averaged 27 hrs per week. Hours increase because of elections.
 - d. Updated FICA is \$4353.72.
 - e. Total Town Clerk/Tax Collector Budget: \$62,390.04.
 - f. Article 34: The election Budget for 2014 has a balance of \$733.58.
 - g. Voting Machine is: \$745.00.
 - h. Program the voting memory stick for the voting machine: \$370.00.
 - i. Ballots for the School & town voting for the year is: \$1000.00.
 - j. Total Town/Clerk Tax Collector budget: \$62,390.04.

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- k. Budget Committee recommends: Wait for updated corrections to the warrant for review: 3 yes; 0 no; 0 abstain.

3. Topic/Business: Warrant Review
 - a. Article 23: Salaries:
 1. Salaries are off?
 2. Payroll Survey estimated cost is \$3950.00.
 3. A question was asked why the MMA salary survey is not used for \$0 vs paying a private company. Savings would be \$4K.
 4. Some positions have different job descriptions on MMA salary survey vs job description of town employees.
 5. Salary Survey has not been kept up since 2004.
 6. Should a separate account be kept to cover salary increases?
 7. The Selectmen have included \$5K for a Human Resources Salary Survey.
 8. Should look at towns of similar size.
 9. Consultants charge for doing the work of salary survey.
 10. Budget Committee recommends: \$61,780: 5 yes; 0 no

 4. Topic/Business: Lake Arrowhead Community: Scott Davis
 - a. Scott Davis requested to address the board in reference to funds to install pressurized hydrants. 2 wet hydrants and dry hydrants.
 - b. The Board suggested the request be submitted to the Selectmen's Office then forwarded to the budget committee.
 - c. The Selectmen will wait for the request from LAC Inc.

 5. Other discussions/business: Old Business: to continue to review the warrant: 5 yes; 0 no; 0 abstain.
 - a. Article 26: Workers Comp: was higher for 2014 vs 2013 because of a claim.
 1. An Audit & billing created a decrease: Budget Committee recommends: 5 yes; 0 no.

 - b. Art 52 Animal Control: The updated contract from Kennebunk Shelter been rec'd.
 1. Total Animal control budget is: \$13,162.00.
 2. Budget Committee recommends: 5 yes; 0 no.

 - c. Art 16 Brick Town Hall: Amend the article to read: "To **see** if the Town will transfer from the Capital Project Reserve Account **up to** \$25,000 to replace the Brick Town Hall Doors, Stage Curtains, Kitchen Equipment and Safety Rails for the front entrance as per the State Fire Marshall's request.
 1. Budget Committee recommends: 5 yes; 0 no.

 - d. Art 18 Revenues:

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1. There are \$117K in excess funds & \$240K in the designated account.
 2. \$70K to offset tax commitment?
 3. Recommend to table discussion until the final figures are in.
 4. Budget Committee recommends: 5 yes; 0 no.
- e. Article 48 Added; EMS/Firefighter operator:
1. Minimum qualifications EMT or Firefighter? \$30,230.00.
 2. Add EVOC/AVOC (Emergency Vehicle Operators Certification/Ambulance Vehicle Operators Certification).
 3. Does the town have written mutual aid agreements? Selectmen: No, not really.
 4. There have been discussions for the country to regionalize but has not gone anywhere and the areas of concern are south of Limerick.
 5. Budget Committee recommends: 5 yes; 0 no.
- f. Article 54 Rec Dept: \$33,164.00; Presented by Amanda Lepage
1. Separate Rec Budget from Day Camp.
 2. Rec Budget ttl: \$24,939.77.
 3. Day Camp Budget ttl: \$10,778.86.
 4. TTL: \$35,718.63; \$2555.00 increase from previous submission.
 5. Concession stand: \$500.00.
 6. Expected revenues: \$16640.00 to offset expenses = \$19,500.00.
 7. Day Camp revenues seem to be high.
 8. Insurance covered under town's policy?
 9. Municipal Building will require use permit.
 10. DHS will require Food Safety & water safety program.
 11. Possibly wait until next year for Day Camp to work on the package for all requirements.
 12. Look at different programs & events.
 13. Ice Rink is done.
 14. Suggest planning on low income people to attend. Working on plan.
 15. Background check are of concern; Tim Stinson at the Line School to find out how to do back ground checks. Jeri Libby to check with State Police.
 16. Soccer & Basketball season is doing well.
 17. Work on Code of Conduct and Photo releases.
 18. Rec Office is in the basement of the Municipal Bldg.
 19. Sumac is being removed at the ball field.
 20. The Ice Rink gives more activities.
 21. Look @ having a ball field cleanup day.
 22. Recommend revising the budget figure to review at the next meeting.
- g. Article 55 Memorial Day:
1. Budget Committee recommends: 5 yes; 0 no.

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- h. Article 56 Saco River Cable TV:
 - 1. Amend to article to add the \$12,566.00 fee to SRC-TV in the body of the article.
 - 2. Budget Committee recommends: 5 yes; 0 no.

- i. Article 57 Municipal Building:
 - 1. Budget Committee recommends: 5 yes; 0 no.

- j. Article 58 Vault: Transfer \$60K
 - 1. Are there estimates?
 - 2. Amend the article to read: "To see if the Town will vote to transfer **up to** \$60,000 from the Capital Project Reserve Account to move and install the Vault for the Municipal Building."
 - 3. Budget Committee recommends: 5 yes; 0 no

- k. Article 59 Brick Town Hall:
 - 1. Repair & maintenance 2015 \$12,246.00.
 - 2. Revisit this article next meeting.

- l. Article 60 Grange Hall:
 - 1. Budget Committee recommends: 5 yes; 0 no.

- m. Article 61 Luther Moore Building:
 - 1. Budget Committee recommends: 1 yes; 0 no; 1 recused (Gil Harris).

- n. Article 62 Public Areas:
 - 1. The mowing amount is off from last year.
 - 2. Revisit this article next meeting.
 - 3. Budget Committee recommends: 5 yes; 0 no.

- o. Article 63 Highland Cemetery:
 - 1. \$4200.00 is the correct figure.
 - 2. Budget Committee recommends: 5 yes; 0 no.

- p. Article 64 Contingency Fund:
 - 1. Amend the article to add: "...**up to** \$20,000..."
 - 2. Check with Auditor for legal statement.
 - 3. Should a limitation be put on amounts?
 - 4. Revisit at the next meeting reference the wording.
 - 5. Budget Committee recommends: 5 yes; 0 no.

- q. Article 65 LD1:
 - 1. The wording is incorrect. Need to correct the wording.

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2. Revisit next meeting.
3. Budget Committee recommends: 5 yes; 0 no.

6. Meetings:
 - a. The next meeting will be 1/29/15 @ 7PM.
 - b. The Town meeting will be the 2nd Saturday of March 14, 2015.

7. Other discussions:
 - a. The Selectmen are looking for a Mediator for Candidates Night 2/25/15.
 - b. Find out when the Auditor can make a presentation to the Budget Committee.
 - c. Revenues for the Business Park does not show in the printed report.

8. Adjournment: The meeting was adjourned @ 8:52 PM.

Respectfully Submitted,



Michael S. Welsh
Secretary,
Town of Limerick Budget Committee