

Town of Limerick Budget Committee
Compiled 10/8/13

Subject: Meeting Minutes September 19, 2013

Call To Order: The meeting began @ 7:00 PM.

Members Present:

Stephanie Bishop
Steve Grigg
Gil Harris
Maureen Libby
Kim Oliver
Michael Welsh

Members Absent:

Denise Benton

Others Present:

Wendy Thorne-Selectman
Bob DeVilleneuve-Selectmen
Dean Lepage-Selectman
3 Taxpayers/Voters

1. Meeting Minutes:
 - a. Accepted of previous meeting minutes 8/26/13. 4 yes; 0 opposed.

2. Topic/Business: Employee Health Insurance
 - a. Health Insurance eligibility requirement as per Town Personnel Policy.
 - b. Premiums to be paid thru payroll deduction.
 - c. Appointed positions are eligible.
 - d. Need to update the personnel policy. Currently 36 hrs is considered full time based on this, there are potentially 4 eligible employees.
 - e. Will full time be consider to be 28 hours vs 32 hours?
 - f. MMA full or part time works 20 hours per week on a year round basis.
 - g. The selectmen need to establish eligibility requirements for full & part time employees.
 - h. Permanent part time is 20 hours per week for 52 weeks during the year.
 - i. Temp Employees receive no benefits.
 - j. Elected Official need to be addressed.
 - k. Need a clear definition-Amend the personnel policy & identify who is eligible.
 - l. Elected officials with 3 year terms.
 - m. Need to offer benefits to all who are eligible.
 - n. Assign a position description of elected officials & employees, who is eligible? Why or why not.
 - o. Place like position in categories and define full time & temp employee requirements.
 - p. The Town has not voted to combine the Town Clerk and Tax Collector position but 1 person does both for 36hrs or more per week.
 - q. If work hours are cut, it may affect eligibility.
 - r. Need to implement minimum days on the job before benefits start or are eligible.

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- s. Have voters vote by secret ballot verses on the town hall floor. Need to wrap up the personnel policy by mid-January to have a public hearing to answer questions. Possibly an informational hearing?
 - t. MMA offers 7 insurance plans, MMA recommends offering 3 of the 7 plans.
 - u. Keep existing plans available that are being utilized currently.
 - v. How will the government new health care affect municipalities with less than 50 employees?
3. Other discussions: Rules of procedure
- a. Discuss changes: Budget completion date, suggest a target date or a goal date.
 - b. Will still request a meeting with the auditor to receive information.
 - c. Receive budgets by October 1 from departments.
 - d. Make announcements for public entities & charities of the submission date of their request.
 - e. Delete 3 days posted for agendas.
 - f. Need the budget info in a timely fashion to review, compile and send to the printers.
 - g. Strike line 6 last sentence, Add: Notify department heads of any major changes & set a meeting to rebut.
 - h. Allow changes to be approved on the Town house floor.
 - i. Keep issues on task & meetings orderly.
4. Other discussions: Budgets & Salary Survey
- a. Avoid reducing the municipal budget based on the school & county budgets.
 - b. The Select chair person is researching position pay & salaries based on the MMA Survey book.
 - c. Budgets to be sent to the Budget Committee Chair person to be forwarded to members.
 - d. Selectmen to send out year to date expenses.
 - e. State \$50 million budget reduction to possibly affect Revenue Sharing.
5. Meetings:
- a. The next meeting will be held on Thursday 10/10/13 @ 7:00PM to start the budget review process.
 - b. Adjournment: The meeting was adjourned @ 8:26 PM.

Respectfully Submitted,



Michael S. Welsh
Secretary,
Town of Limerick Budget Committee