

Town of Limerick Budget Committee
Compiled 11/2/14

Subject: Meeting Minutes October 23, 2014

Call To Order: The meeting began @ 7:02 PM.

Members Present:

Denise Benton
Stephanie Bishop
Gil Harris
Kim Oliver
Wendy Thorne
Michael Welsh

Members Absent:

Steve Grigg

Others Present:

Dean Lepage-Selectman

1. Meeting Minutes: Accept minutes of 10/16/14 with corrections: 5 yes
2. Topic/Business: Review Library Budget, presented by Cindy Smith
 - a. Payroll includes 2% increase.
 - b. The Library has Willowbrook pass which was used 9 times.
 - c. The Gray Animal Farm pass was used 10 times.
 - d. Accomplishments: 110 programs during the year, 1257 patrons utilized the library.
 - e. Technology Support: Job search center, scan files for patrons, assist with software installation, and trained patrons on Atrium Catalog system.
 - f. Replaced white rug with donated rug.
 - g. Offering no charge exam proctoring.
 - h. Joined Inter-library loan delivery service. Reduces postage for the town.
 - i. Modified shelving to increase ease of access.
 - j. Increased seating for personal study & laptop use.
 - k. Acquisitions: E-book borrowing, color printer funded by franchise fees.
 - l. 2015 Plan: Hire a substitute during vacation times. Install acoustical tiles in the meeting room. Add more programs. Replace one obsolete computer in the children's room.
3. Topic/Business: Review CEO Budget presented by Norm Hutchins.
 - a. Projected Revenue \$15K.
 - b. Increase salary 50 cents/ hours, less than 3% increase.
 - c. Cell phone stayed the same.
 - d. Training on the websites may save travel \$\$.
 - e. Certifications: require 134hrs over a 6 year period. 58 hours remains to complete in 4 years.

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- f. Travel to training sites in Bangor & Calais is too far. Try to go to closer sites for training whenever possible.
 - g. Going to training in Richmond in November: \$75; Conference in December: \$150.00.
 - h. IRC Code classes are the biggest charge for training.
 - i. \$345.00 over on equipment expense. Technician had to come back twice.
 - j. Existing copier is going. Plans should be made to replace the copier.
 - k. Discussion was made about consolidating cell phone plan.
 - l. State mileage rate is \$.44/mile.
4. Topic/Business: Business park discussion
- a. Dean Lepage raised the question as to how to sell the lots in the business park. If a public hearing was required each time or can the town sell them without towns people approval?
 - b. Information below was discussed by Kim Oliver.
 - c. Role of the Limerick Development Corp in 2005 was to act as the Real Estate agent for the town. Perform legal work & sell the lots with clear title to a business so they can get a mortgage or bank loan.
 - d. The town can only issue a Quit Claim deed.
 - e. Lot 5 can be sold by the Corporation then the funds are used for the following lot and to oversee construction.
 - f. It took 5-6 years to comply with the DEP storm water runoff then the plans changed.
 - g. \$185K was to be paid back to the town based on the lot sales and put into the Capital Projects Account.
 - h. There were restrictions with the CDBG Grant. One was to have employee based businesses.
 - i. CMP will move the poles that currently cut across the lot.
 - j. A suggestion was made to change the Business Account to Investment Receivables'.
 - k. **Recommendation:** Budget Committee Recommendation: Have the Town Attorney review the legal aspect of selling lots.
5. Other discussions:
- a. Review budgets of the Transfer Facility & Fire Department at next meeting.
6. Meetings:
- a. The next meeting will be 10/30/14 @ 7PM.
 - b. Meetings will be every Thursday except the 2nd Thursday of the month.
 - c. There will be 2 meetings in October, 2 in November, 2 in December & 3 meetings in January.
 - d. Meetings during the Holiday season will be held on alternate dates if required. Announcements will be made in advance.

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7. Adjournment: The meeting was adjourned @ 7:57 PM.

Respectfully Submitted,



Michael S. Welsh
Secretary,
Town of Limerick Budget Committee