

Town of Limerick Budget Committee
Compiled 11/4/13

Subject: Meeting Minutes October 24, 2013
Call To Order: The meeting began @ 7:00 PM.

Members Present:

Denise Benton
Steve Grigg
Gil Harris
Kim Oliver
Michael Welsh

Members Absent:

Stephanie Bishop
Maureen Libby

Others Present:

Wendy Thorne-Selectman Chair
Bob Dilleneuve-Selectman
Dean Lepage-Selectman
1 citizen

1. Meeting Minutes:
 - a. Accepted minutes of 10/10/13 & 10/17/13, vote 4 yes, 0 no for both.
2. Topic/Business:
 - a. Move old business to end of meeting.
3. Treasurer: (7:03) Budget presentation by Laura May; Town of Limerick Treasurer
 - a. Included in budget is a 3% raise.
 - b. \$400.00 increase in supplies.
(end 7:06PM)
4. Town Clerk/Tax Collector: presentation by Judy Lepage, Town of Limerick Town Clerk/Tax Collector
 - a. Rapid renewal on line is 30 customers/month.
 - b. There were 2772 vehicles registers in the town of Limerick as of October 1st from January 1 of this year.
 - c. Lost Agent Fees revenues thru Rapid renewal: \$1080.00.
 - d. Time is till spent uploading info to the State of Maine. Upload data is 3 months at a time. Info need to be downloaded from the State to enter into Trio to track vehicle registration and funds coming to the town.
 - e. The treasurer imports info to the budget statement.
 - f. Excise collected: Jan 1 – Oct 23, 2013: \$340, 963.83.
 - g. Rapid renewal collected: \$40,583,17.
 - h. 2013 estimated Excise tax and registration estimated is: \$425,416.21,
 - i. The state transfer's funds (excise tax) to the town SIS account.

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- j. The Town Clerk/Tax Collector & Treasurer verify amounts.
- k. Vehicles of 12,000lbs or more GVW (Gross Vehicle Weight) or people with address changes cannot use Rapid Renewal.
- l. Real estate taxes for 2013 estimated are 3,671,397.97.
- m. As of 23 Oct 2013, 1,511,935 have been received.
- n. As of 23 Oct 2013, 2,160,772,97 are outstanding.
- o. Customers can use Pay Port to renew registrations but must be notified of a 3% charge for using a credit card.
- p. Check & balances: Town Clerk/Tax Collector lets Treasurer know of the amount due to the town electronically, the Treasurer double checks the amounts deposited to insure all is correct.
- q. Tax bills are outsourced to print and send out are \$1097.30. Suggest keeping in house.
- r. Town reports printed are 1325. There are surplus town reports, suggest lowering the printed copies to 250 and look at making copies upon request. Place on the town website?
- s. Fees: There are fees for printing Death certificates which take 25 minutes each. Birth Certificates, Marriage Certificates.
- t. There is a need to purchase special paper for all certificates.
- u. Voting machine: \$370 for Memory Stick. \$329 for programs, Overnight shipping of the Memory Stick is \$64.00.
- v. The town is responsible for insuring the voting machine for \$5000 value.
- w. Workshops for 2014: 2 motor vehicle; Vital Statistics 1 workshop.
- x. Town Clerk/Tax Collector to work with Treasurer as Deputy with no extra pay. (end 8:09PM).
- y. All checks need to be scanned for deposit.
- z. Ballot print costs are unknown.
- aa. Suggest Town meeting on voting machine, suggest the remainder of town votes to be paper ballots and not utilize the voting machine, this will save \$\$.
- bb. Deputy increase in hours is to update the minutes of meetings from 1933 & historical records. Consolidate records of historical dates.
- cc. Need to check with State of Maine Vital Statistics about old records and privacy info.
- dd. Increase for Deputy is 6 hours. If not needed hours will not be utilized.
- ee. \$8K-\$10 was increased on Twn Hall floor March 2013 for the deputy.
- ff. Allowed to hire the Deputy for additional 8hrs per wekk at the May 2013 special town meeting. Approved was 14 hrs per week for the Deputy Town Clerk/Tax Collector.
- gg. Floater position did not work out.
- hh. Will continue to cross train with Treasurer in case of lost time.
- ii. Budgetary need to not match, currently the Deputy is scheduled for 16 hours per week. Request for 20 hours total. Equates to 4 additional hours per week.
- jj. The Deputy has been on the job for 1 year. Look @ a raise for being on the job 1 year or being certified.

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- kk. 1960-2013 records will be complete with Deputy's increased hours.
 - ll. The goal is to get back to the 1920's transcribed to computer. Handwriting is hard to read.
 - mm. The State keeps changing laws & requirements on vital statistics.
 - nn. Elections budget stays the same as last year.
 - oo. Suggest cutting down on Town Reports & also print our own tax bills.
 - pp. Suggest putting a form on the Town website to request copies of the Town Report.
 - qq. Errors in the Town Report are sometimes caused by typesetting and scanning.
- (end 7:52PM)

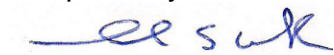
5. Road Commissioner: Presentation by Bob Richardson & Steve Richardson
- a. Potential roads to pave: Watson Hill Road: 1-1/4 miles; Sawyers Mountain Road: 3/4 miles, (from Emery Corner & Coffin Hill Road).
 - b. 2013 paving was \$79/ton.
 - c. 2006 paving was \$37/ton.
 - d. As costs increase, distance decreases.
 - e. Fiure for paving is \$90K per mile.
 - f. All paving was completed by July 2013 for the year.
 - g. There are 39 miles of road in town. 5.5 miles is gravel, 30 homes are on gravel roads.
 - h. Currently 2 miles per year means 17 year cycle for paving.
 - i. \$80K-\$90K will do another mile of road paving to put the distance to 3 miles.
 - j. School Street needs to be rebuilt under Capital Improvement.
 - k. Capital improvements are submitted to the state.
 - l. Need to control drainage.
 - m. Culvert & prep come out of Repair of Highway Budget to prep for next year.
 - n. There are 342 culverts in town.
 - o. No paving is done unless ditching is done.
 - p. Lombard Hill Bridge to be sand blasted with 4 coats of epoxy. Cost \$20K, to come out of Repair of Highway account. Load Limit for the bridhge is 10 Tons.
 - q. Burnham Road County Bridge to be repaired by the State starting Oct 21, 2013. Estimated time 6 weeks.#1202 County Bridge. Bridge will be closed to one lane.
 - r. Look at Mowing to go to 3 year cycle and seal crack roads.
 - s. 2013 Paved:3300' Doles Ridge Road; New Dam Road was paved to include a culvert replacement.
 - t. Had to ditch Watson Hill road because of driveway gravel washing into the road.
 - u. Sedgely Road was paved in 2003, .540 miles.
 - v. \$36,846 remains in Road Repair Account.
 - w. Main St repair, Town pays 20% for sidewalk repair in 2014 or 2015.

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- x. Use Granite vs asphalt curb & sidewalk to match Washinton Street.
 - y. The State figures \$100/ft for sidewalk asphalt.
 - z. The state has approved Main Street sidewalk repair but is dependent on a grant.
 - aa. The Rod Commissioner will get an estimated price for upgrades of granite vs asphalt.
 - bb. Suggest looking at pavers for the sidewalk vs asphalt or concrete utilizing local volunteer labor. The state would have to approve a change.
 - cc. The town is supposed to vote to approve the 20% to set aside for the Main Street sidewalk improvement.
 - dd. The sidewalk improvement is supposed to be a capital improvement to the school for bicycles & pedestrians.
(end 8:26PM)
6. Interjection/discussion by Michael Welsh: People seem to think a decrease in valuation will make their taxes go down. The valuation vs Mil rate: When the re-valuation starts in 2014, reduction of property value does not mean a reduced mil rate as the expenditures of the town remains the same. Therefore the tax rate for the most part will remain the same on all or most properties.
7. Old Business:
a. Accept Rules of Procedure; 5 yes/0 no; Adopted 10/24/2013.
8. Meetings:
a. The next meeting will be held on Thursday 11/7/13 @ 7:00PM.
b. Presentations: Animal Control 7-7:15PM; Planning Board: 7:15-7:30PM;CEO: 7:30-8PM.
9. Adjournment: The meeting was adjourned @ 8:30 PM.

Respectfully Submitted,



Michael S. Welsh
Secretary,
Town of Limerick Budget Committee