

Town of Limerick Budget Committee  
Compiled 11/2/14  
Corrected 11/17/14

Subject: Meeting Minutes October 30, 2014  
Call to Order: The meeting began @ 7:00 PM.

Members Present:

Denise Benton  
Stephanie Bishop  
Steve Grigg  
Gil Harris  
Wendy Thorne  
Michael Welsh

Members Absent:

Kim Oliver

Others Present:

Roland Lepage-Selectman  
Joanne Andrews-Transfer Facility  
Michael Mclean, Jason Johnson, Peter Proctor- Limerick Fire/EMS  
Steve Mclean

1. Meeting Minutes: No minutes to accept at this time.
  
2. Topic/Business: Review Transfer Facility, presented by Joanne Andrews
  - a. The budget is pretty much the same as last year.
  - b. 2% COLA which includes the FICA in the budget.
  - c. Training is a small increase.
  - d. Included Repair of gates & fences for \$2470.00.
  - e. State Fees have increased.
  - f. Porta-pottie has increased.
  - g. \$650 for cell phone. Looking at packages to consolidate all town cell phones.
  - h. There has been more recycling which means a decrease in tipping fees.
  - i. 16 tons went to land fill; 100 tons went to waste to energy.
  - j. Look at the Door to Door contract being extended to December to meet the town's budget cycle. D&E stated they are amenable to the extension.
  - k. D&E advises that new bids should be rec'd in October and to make sure the bidders review the routes to understand the cost.
  - l. Cut the revenues from \$25K to \$21K.
  - m. Transfer facility: \$231,155.00.
  - n. 5 year capital plan do 3<sup>rd</sup> phase of paving which would be the exit road.
  - o. Need an addition to the 2 bay garage for universal waste. It would go on the right side. It is included in the 10 year plan.
  - p. Consider increasing the payroll for sick time replacements.
  - q. The time clock shows in increase in hours as it is more accurate to track the time. Increase in time is about 45 minutes per month.

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- r. Payroll does not include 4hrs/month sick time. It does include extra hours in the summertime.
  - s. No drawings are currently made for the 2 bay building expansion of 1 bay. Currently there is enough room for 8 pallets of universal waste which are TVs, monitors and other electrical items.
  - t. There is an annual inspection of the compacto
  - u. Repairs have been made on the yellow containers.
  - v. There is no plan to cover the dumpsters as it is not cost effective. Shingles & demo containers are not hauled in the winter.
  - w. A household waste compactor which is in the long range plan will alleviate the requirement to cover the dumpster as it is covered.
  - x. There has been a bear seen in the facility and people have been told to be careful.
3. Topic/Business: Review Fire Department Budget presented by Michael Mclean, Jason Johnson & Peter Proctor.
- a. Removed Communications Officer position and split the responsibilities & pay between the secretary and Lieutenants.
  - b. No 2% pay increase included.
  - c. Training figure is down \$2K +/-.
  - d. Supplies remain the same.
  - e. Added fuel for vehicles.
  - f. Reduced medical supplies to \$0. But as per 2010 warrant states rescue billing only pays for vehicles & stipends.
  - g. Include the medical supplies in the operating budget.
  - h. Make a separate warrant article for medical supplies to be taken out of Rescue Billing.
  - i. There is no reserve account for equipment.
  - j. \$6500 to \$7000 per year for medical supplies.
  - k. Calls have declined for 2014.
  - l. Equipment amount is down. Need to perform testing & inspections on equipment.
  - m. Maine Municipal has a program in April & September for turn out gear, buy one and get one free.
  - n. Radios are down \$2500.
  - o. Radios have been programmed to talk to Waterboro.
  - p. Funds included to purchase Management database for tracking inspections & personnel.
  - q. Emergency reporting system is \$700 set up fee, \$1100 per year.
  - r. "I Am Responding" is a texting program for all personnel with smart phone for notification & communication purposes.
  - s. NFPA Fire Codes on line \$1500 yearly fee. Includes \$300 membership fee.

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- t. Cell phones \$3108. Look at consolidating Town supplied cell phone on a group plan.
- u. Dispatch fees are up \$2200. The contract is governed by the CPIW (Consumer Price Index @ 1%). \$20800 was approved for Sanford dispatch last year. \$2200 increase this year.
- v. Total proposed budget is \$207,099.19. \$83,000 increase of Per Diem proposal.
- w. Previous proposed per diem was for Saturday & Sunday & leave full time EMT.
- x. New concept is for per diem 7 days per week for 2 people. \$78K per year.
- y. Currently missing call based on one person.
- z. Purchase of Rescue is on a 7 year cycle.
- aa. Proposed is to utilize \$24K to offset per diem.
- bb. Average # of calls ~~is 345~~ for 2013 was 394. This year is about 290.
- cc. Mutual Aid calls Cornish, Parsonsfield, Porter & Hiram is up.
- dd. Communities need to staff their towns.
- ee. Sanford makes excessive calls to Shapleigh & Acton and is looking at a town vote to start charging those towns.
- ff. Funds for calls are received by Rescue billing.
- gg. Parsonsfield used to reimburse the town \$1000/yr for the FD to cover East Parsonsfield. Newfield still receive \$\$ from Parsonsfield.
- hh. Look at Mutual Aid agreements.
- ii. Per Diem 2 people for 9 hrs per day. After hours pay would be stipend per call.
- jj. Is there a need for a Municipal Volunteer fire ordinance?
- kk. Per Diem & Stipend personnel get paid bi-weekly vs quarterly.
- ll. The issue may be eliminating the full time EMT position.
- mm. Rescue Billing is done by a private firm Office Support Systems @ a 7% rate.
- nn. Patients want to go to areas outside the response area ~~outside~~ of Limerick.
- oo. Sacopee has added shifts for coverage.
- pp. Eliminate Full time EMT (\$40K) and use it toward per diem staff?
- qq. Stats are showing 1 EMS call on Saturdays & Mondays.
- rr. Most EMS runs are to Maine Med & Biddeford. Sanford is now more toward a cancer facility.
- ss. 2017-2018 next ambulance purchase.
- tt. Possibly the new fire truck could be purchased out of rescue billing and not utilize operating & salary expenses out of Rescue billing. A new fire truck will be about \$400K.
- uu. A suggestion was made to work on a Municipal Volunteer Ordinance.
- vv. The goal is to keep the mil rate flat instead of spiking over the years.
- ww. There is a \$2 million federal grant for new fire trucks for towns under a certain population.

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- xx. Limerick seems to have problems with receiving grants because of the town assets.
- yy. Separate Per Diem Article, Charge towns for calls.
- zz. A suggestion was made to look at how much bad debt is in the Rescue Billing for non-payment.
- aaa. **Recommendation:** Reconfigure budget with medical supplies included.

4. Other discussions/business:

- a. Review budgets of the Treasurer, Town clerk, Animal Control & Road Commissioner? at the next meeting.

5. Meetings:

- a. The next meeting will be 11/6/14 @ 7PM.
- b. No meeting 11/10/14 11/13/14.
- c. Meetings will be every Thursday except the 2<sup>nd</sup> Thursday of the month.
- d. There will be 2 meeting in November, 2 in December & 3 meetings in January.
- e. Meetings during the Holiday season will be held on alternate dates if required. Announcements will be made in advance.

6. Adjournment: The meeting was adjourned @ 8:35 PM.

Respectfully Submitted,



Michael S. Welsh  
Secretary,  
Town of Limerick Budget Committee