

Town of Limerick Budget Committee  
Compiled 11/19/14

Subject: Meeting Minutes November 6, 2014  
Call to Order: The meeting began @ 7:00 PM.

Members Present:

Denise Benton  
Stephanie Bishop  
Steve Grigg  
Gil Harris  
Kim Oliver  
Michael Welsh

Members Absent:

Wendy Thorne

Others Present:

C.R. DeVilleneuve: Selectman  
Dean Lepage: Selectman  
Judy Lepage: Town Clerk  
Wade Andrews: Animal Control  
Laura May: Treasurer  
Robert C. Richardson Sr.: Road Commissioner  
Steven Richardson

1. Meeting Minutes:
  - a. Accept the minutes of 10/23/14: 5 yes
  - b. Minutes of 10/30/14 require corrections.
2. Topic/Business: Animal Control, presented by Wade Andrews
  - a. 2% COLA which includes the FICA in the budget.
  - b. \$154.62 increase in Budget.
  - c. Shelter amount is contingent upon the contracted price.
3. Topic/Business: Town Clerk/Tax Collector, elections Budget presented by Judy Lepage.
  - a. Deputy increase. Average last year was 20 hours per week.
  - b. Increase is partially from Elections.
  - c. Deputy is receiving \$12.15/hr. Propose increase to \$14/hr based on certifications.
  - d. No 2% COLA figured.
  - e. Work on elections continues into December.
  - f. Nomination paper work starts in December.
  - g. Deputy's 20hrs / week included elections work.
  - h. \$1900.00 balance will carry through the end of the year.
  - i. Deputy performing election work should be separated and paid from elections.
  - j. Split for Deputy between Tax Collector & elections.
  - k. Increase 5hrs/week for the Deputy for the following year.

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- l. Presidential elections are in 2016.
  - m. Ballots cost \$1000, \$1100 for the flash drive for the voting machine, \$375.00 to update the flash drive.
  - n. There were problems with the election machine especially with the Absentee Ballots.
  - o. Can Franchise fees cover elections software?
  - p. 5 new election booths have been ordered. 3 @ \$375.00 plus a cart.
  - q. Need to order more restricted area posts.
  - r. Requirements are to be 6' from the ballot box.
  - s. Looking at election area flow of voters.
  - t. Can Franchise fees be utilized to wire the Line school for cable access?
  - u. Possibly Newfield could split the cost?
  - v. Elections will be same for last year: \$12,245.
  - w. **Recommendation:** Budget the Deputy into the elections budget then modify the Town Clerk/Tax Collector budgets.
  - x. It's hard to separate the hours during elections for the Deputy.
  - y. There are 2 election districts in Limerick.
  - z. There were 200 absentee ballots. To mail out @ \$.69 each.
  - aa. Future: Separate the Town Clerk & Tax Collector positions as to pay and duties in case someone runs for 1 position.
  - bb. Place a salary on Nomination papers then upon certification increase pay.
  - cc. There is no ordinance to cover Town Clerk & Tax Collector.
  - dd. Look at a personnel policy for pay scale.
  - ee. There is no pay policy for elected positions.
  - ff. Need 90 days prior to an election to make changes.
  - gg. Get pricing on increasing the speak hole in the glass for the Town Clerk/Tax Collector's hall service areas.
4. Topic/Business: Treasurer Budget, presented by Laura May
- a. Budget same as last year.
  - b. No 2% COLA included.
5. Topic/Business: Road Commissioner Budget, presented by Robert Richardson
- a. The state requires a salt storage building in the next 2 year.
  - b. There is a 37% state rebate program now in place.
  - c. If a salt shed in not build in 2 years the DEP will require licensing.
  - d. To construct is a loan could be taken.
  - e. Need to draw up specs. Metal buildings do not hold up well with salt.
  - f. Construct pole barn type building and place hot top inside.
  - g. The building requires light and a fan.
  - h. In 1984 there was \$15K set aside to build a salt shed.
  - i. Recommendation by Michael Welsh to contact the Maine Army National Guard 133<sup>rd</sup> Engineer Battalion to see if they could build it if the town supplied the material as a civic action project.
  - j. The State will send a letter to the town for compliance.

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- k. Bridges: 3 bridges are complete for sand blasting and 4 coats of epoxy paint.
  - l. Enterprise bridge deck is 30 years old and needs work. Jack Hammer to solid concrete & fill.
  - m. Suggestions have been made to linseed oil the bridge deck to protect the concrete.
  - n. Plans are to fix the bridge deck in 2015.
  - o. Paving: Sedgley Road, Foss Road, and Sawyer Mountain Road.
  - p. Watson Hill was paved this year & part of Emery Corner road.
  - q. Grinding asphalt saves \$.
  - r. The priority for paving is Sedgley Road and Patterson Road.
  - s. Paving for last year was \$200K.
  - t. Crushed gravel is up \$1/ton.
  - u. Brushing & ditching comes out of Repair account, grinding comes out of paving.
  - v. Foss Road near the Hayes farm requires removing old pavement and install geotextile.
  - w. Pavement was \$75.40/ton in 2014.
  - x. There are 3.5 miles of gravel roads with 30 houses on those 3.5 miles.
  - y. Operational budget is \$140K.
  - z. Bridges are capital projects.
  - aa. Suggestion was made to look at local subcontractors to assist with road work.
  - bb. Paving goes out to bid.
  - cc. State wages for dump trucks have increased.
  - dd. Flagger are needed.
  - ee. There are 25 towns left in the state that require salt sheds.
  - ff. **Recommendation:** The Budget Committee needs a written budget to review. Get pricing for a salt shed for a capital project.
6. Other discussions/business:
- a. Review budgets of the Planning Board, Recreation Dept., and Board of Appeals.
7. Meetings:
- a. The next meeting will be 11/20/14 @ 7PM.
  - b. No meeting 11/27/14.
  - c. Meetings will be every Thursday except the 2<sup>nd</sup> Thursday of the month.
8. Adjournment: The meeting was adjourned @ 8:28 PM.

Respectfully Submitted,



Michael S. Welsh  
Secretary,  
Town of Limerick Budget Committee