

Town of Limerick Budget Committee

Compiled 11/11/13

(w/spelling corrections 11/18/13 as per 11/14/13 meeting)

Subject: Meeting Minutes November 7, 2013

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

Members Present:

Denise Benton
Gil Harris
Maureen Libby
Kim Oliver
Michael Welsh

Members Absent:

Stephanie Bishop
Steve Grigg

Others Present:

Wendy Thorne-Selectman Chair
Dean Lepage-Selectman
Joanne Andrews
Eileen Dashner

1. Meeting Minutes:
 - a. Accepted minutes of 10/24/13, vote 4 yes, 1 abstain.
2. Topic/ Old Business:
 - a. Consider fuel card for ambulance to purchase fuel for less money out of town.
3. Animal Control: (7:04) Budget presentation by Wade Andrews; Town of Limerick Animal Control
 - a. Increase in supplies for "Have-a-heart" traps & carriers.
 - b. Need to check Services contract for Kennebunk Shelters.
 - c. Pay includes 3%.
 - d. Travel expenses are included on W-2 or 1099.
 - e. Increase for budget is \$554.00; \$184 for pay, \$200 for supplies.
 - f. Course fees increase to Augusta.
 - g. More courses will be attended for training.
(end 7:08PM)
4. Discussion:
 - a. Departments left for budget presentation is Rec department & Selectmen's Budget.
 - b. There will be a warrant for an additional \$45K for re-evaluation by O'donnel's.
 - c. O'donnel's will do some site visits.
 - d. Review Charities for town vote.
 - e. Lake Arrowhead Community & Sokokis Lake Association have submitted requests.
 - f. Submit charities as a list as done in previous year.

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- g. Have Charities submitted requests?
 - h. Snow plow contract for roads is up March 31, 2014.
 - i. The last ¼ of 2014 snow plow year is not contracted for.
 - j. Door to door pick up is a 3 year contract.
 - k. Need to include a separate article to enter into a 3 year contract to be approved by the voters. Article 38 Page 19.
 - l. Contracts over 1 year need to be voted on by voters.
 - m. 2012 voters approved Article 31 for a 3 year contract for snow removal for sidewalks.
 - n. Door to Door pick up is on its 2nd year and expires May 2015.
 - o. Start budget review for 2014 next meeting.
 - p. There are no figures for Revenue Sharing or Homestead Exemption from the State of Maine.
- (end 7:22PM).

5. Planning Board (7:22): Presentation by Adam Wardwell & Andy

- a. No major changes.
 - b. Need updating of town maps from 2007 with zoning changes for Arrowhead Shoreland Zone as per vote November 5, 2013.
 - c. Set aside money every year to update maps, there are paper roads & abolished subdivisions.
 - d. Map requirements are \$1K-\$2K per year.
 - e. Map payments were included into assessing 2 years ago. \$1500.00.
 - f. Every year get two sets of maps from O'donnel's.
 - g. Odonnel's made map changes for the ballot vote in the time frame required.
 - h. The board has made color changes to make maps more readable.
 - i. Carry \$2K for maps update until figure is rec'd from O'donnel's.
- (end 7:32PM)

6. CEO Budget: The CEO was not available and a review of the CEO budget occurred by the Budget Committee.

- a. 3% increase.
- b. 6 hrs per week increase.
- c. Included separate legal expense. All legal will be under one account.
- d. Legal needs to fall under one account and be approved by Selectmen's Board.
- e. Salary is based on 28hrs per week. Increase of \$6K.
- f. Increase is COLA 3%(?) + 6 hrs.
- g. Budget request is for \$44, 202 w/o legal.
- h. Discussion was to augment time spent by the CEO with fees received for violations. Are fees reimbursed to the town by the amount of time spent by the CEO working on violations?
- i. Violation fees are set by the state as per Selectmen's Board input.
- j. Waterboro CEO works 32 hours per week and budgets are comparable.
- k. Check towns with the same of the town of Limerick CEO to compare.

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- l. Previous CEO was 40 hrs per week but was based on the building industry and decreased based on the building industry.
 - m. Voters voted "No" to increased hours during the June 2013 special town meeting.
 - n. Request a breakdown of next year's CEO required courses.
 - o. Can CEO courses be done by teleconference/webinar to save on travel?
 - p. Repair & Maintenance of copier is a separate contract.
 - q. Membership dues are up \$200.00.
 - r. Budget request for 32 hrs/week plus 3% is \$52,669.00.
 - s. Current figure is based on \$24.50 @ 28hrs/week which equates to \$44203.
 - t. In March 2012, \$43403 was approved for the CEO budget.
 - u. 2013 has been an unusual year for appeals.
 - v. Last year the CEO rec'd a raise instead of increase of hours.
 - w. The Tax Collector & Librarian rec'd a raise plus increase in hours last year.
 - x. Look at next year's CEO certification/training requirements and find out if webinars or teleconference courses are available.
7. Other discussions:
- a. EMA budget is same as last year minus radios.
8. Employee Health Insurance:
- a. Selectmen Lepage requested discussion on Employee Health Insurance.
 - b. Selectmen Lepage stated \$3000.00 payment towards health insurance was approved? (**Note:** No approval or agreement was found in minutes of discussions of Employee's Health Insurance).
 - c. Proposed limits to MMA Policies. Employees could purchase for less on the open market.
 - d. Statement was made that was agreed on \$3000 for 8 personnel.
 - e. Pre-tax payments to insurance companies.
 - f. Can the town use Obamacare website as a business to acquire health insurance?
 - g. If the employee does not use the benefit, the employee does not receive compensation to make up for non use?
 - h. Obamacare considers 30 hours fulltime.
 - i. Meeting minutes 9/19/13, ref employee policy states 36 hours is a full time employee. Selectmen Thorne stated this policy could be changed.
 - j. Offer to pay \$3000 for eligible employees, yes or no?
 - k. Based on town employee policy who is eligible?
 - l. Offer a cafeteria plan which is pre-tax.
 - m. Will insurance benefits be taxed in the future.
 - n. Offer low, medium & high deductibles to show differences.
 - o. Look @ the town personnel policy.
 - p. Some businesses are reducing employee hours to less than 30 hours to alleviate the requirements of mandatory insurance.

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9. Meetings:

- a. The next meeting will be held on Thursday 11/14/13 @ 7:00PM.
- b. Presentations: CEO 7-7:30PM; Selectmen: 730-7:50PM.

10. Adjournment: The meeting was adjourned @ 8:19 PM.

Respectfully Submitted,



Michael S. Welsh

Secretary,

Town of Limerick Budget Committee