

Selectmen Budget Meeting Minutes
Thursday, January 8, 2015 @ 5:30 PM
Southwest Harbor Town Office

I. Call to Order/Roll Call

The meeting was opened by Chairman Norwood at 5:30PM. In attendance with Chairman included George Jellison, Thomas Benson, David Minctons, Lydia Goetze and Town Manager Don Lagrange and finance director Tabbetha Newenham. Members of the audience included members of the warrant committee.

II. Budget discussions included the following:

a. After adjusting down two line items by \$450, Tom Benson moved to accept Administrative Expense budget of \$243,497, an increase of \$1,061. Seconded by Dave Mincton and voted in favor 5/0/0.

b. David Minctons moved to accept the CEO/LPI budge expense of \$41,501, a decrease of \$31,793 due to relocating the assessing expense to contract services. Seconded by Tom Benson and voted in favor 5/0/0.

c. After adjusting the Conservation Committee budget by \$750 and the Planning Board budget by \$500 and reducing the Board of Appeals by \$500, Tom Benson moved to approve the Boards and Committees budget of \$4,000, \$1,500 less than past budget. Seconded David Minctons and voted in favor 5/0/0.

d. Anticipated increase in Emera expense and the addition of assessing from CEO/LPI budget to Contract Services increased this budget by \$40,900 to \$636,200. Major expense items in Contract Services include water hydrant rental, recycling, transfer station and PERC. David Minctons moved to accept and seconded by Tom Benson. Voted in favor 5/0/0.

e. Tom Benson moved to accept the Debt Service budget of \$419,470, a decrease of \$4,964. Seconded by David Minctons and voted in favor 5/0/0.

f. Lydia Goetze moved to accept the Insurance Expense budget of \$35,700, an increase of \$1,750. Seconded by Tom Benson and voted in favor 5/0/0.

g. Tom Benson moved to accept Municipal Building expense of 23,990 and seconded by Lydia Goetze. Voted in favor 5/0/0. It was later reconsidered by Tom Benson to add \$2,000 to repairs and maintenance. Seconded by David Minctons and voted in favor 5/0/0. Lydia Goetze moved to accept the revised budget of \$25,990, an increase of \$2,210. Seconded by Tom Benson and voted in favor 5/0/0.

h. Tom Benson moved to eliminate the General Assistance expense from the municipal budget and place into a reserve category where in future budgets, only the actual expenditure will be replaced (generally 1,500-2,000 annually) and not the entire \$5,000. Seconded by David Minctons and voted in favor 5/0/0.

- i. In the Community Service Organizations budget, a decrease in the request from Downeast Health Services of \$355 and an increase in MDI Campfire Coalition of \$500 with all other organizations request flat line resulted in an increase in the budget of \$145 to \$201,164. Lydia Goetze moved to accept and seconded by David Minctons and voted in favor 5/0/0.
- j. The Highway budget was approved an increase of \$28,194 primarily due to additional expense for equipment repairs and maintenance to an aging fleet, increase in road salt, tree maintenance, salaries and utilities. David Minctons moved to accept the expense budget for highway of \$328,929 and seconded by Tom Benson. Voted in favor 5/0/0.
- k. An increase in salaries, vehicle maintenance and telephone expense were primary to the additional \$6,632 in the Police Department budget totaling \$455,097. Tom Benson moved to accept and seconded by David Minctons. Voted in favor 5/0/0.
- m. Computer licenses were adjusted adding \$2,630 with salary increases of \$3,295 were included in the Dispatch budget of \$260,188. David Minctons moved to accept, second by Tom Benson and voted in favor 5/0/0.
- n. A modest increase in Fire Department budget of \$1,365 resulted in department total of \$83,970. Tom Benson moved to accept, second by David Minctons and voted in favor 5/0/0.
- o. Harbor Department expense increase by \$2,670 to \$106,501. In the FY14-15 budget, the projected revenue was \$87,300 resulting in a cost to taxpayers of approximately \$16,531 for the operation of the harbor. Projected revenue in this budget is \$98,800 resulting in an estimated \$7,701 cost to the taxpayer. David Minctons moved to accept the budget, second by Tom Benson and voted in favor 5/0/0.

Capital Improvement Plan Allocations:

1. Administration
Tom Benson moved to accept the budget of \$5,750, a decrease of \$1,000. Seconded by David Minctons and voted in favor 5/0/0.
2. Municipal Buildings
Lydia Goetze moved to not increase the CIP for municipal buildings. Seconded by Tom Benson and voted in favor 5/0/0.
3. Police
David Minctons moved to approve budget of \$10,001, seconded by Tom Benson. Voted in favor 4/1/0 with Lydia Goetze objecting to tasers.
4. Dispatch
David Minctons moved to accept the dispatch CIP in the amount of \$1,617, a decrease of \$93. Second by Tom Benson and voted in favor 5/0/0.

5. Fire

Fire trucks have been moved into subcategories under one line item now labeled Truck Replacement with a balance of \$105,949. The projected budget expense for this item of \$8,653 has been moved to a new category labeled emergency equipment repair. Tom Benson moved to accept the sum of \$13,213 for Fire CIP. Seconded by David Minctons and voted in favor 5/0/0.

6. Harbor

Selectmen decided to remove \$4,562 from this CIP due to no longer needed since the lower town dock is completed. Tom Benson moved to accept the Harbor CIP budget of \$37,260, a decrease of \$4,969. David Minctons seconded and voted in favor 5/0/0.

7. Highway

Roads projects increase by \$25,000 in anticipation of projects. The loader/backhoe item of \$15,000 removed due to change in purchase options. There was an increase for parking lot improvements by \$10,000, a decrease in sidewalk projects by \$5,000. Tom Benson moved to accept the highway CIP of \$165,370, seconded by David Minctons and voted in favor 5/0/0.

8. Water & Sewer Infrastructure

With a projected balance as of June 30, 2015 of \$200,580, Lydia Goetze moved to budget \$75,000, a decrease of \$25,000. Seconded by David Minctons and voted in favor 5/0/0.

Reserve Account Allocations:

David Minctons moved to accept total allocations of \$26,326, a decrease of \$11,674. Primary changes included increase in: 'wage & benefits' (\$10,000); decrease in 'tax abatement' (-\$6,234); decrease in 'legal & accounting' (-\$7,000); decrease in 'professional development' (-\$1,000) and a new line item from the General Assistance municipal budget adding \$5,000. Seconded by Tom Benson and voted in favor 5/0/0.

BUDGET SUMMARY:

Tom Benson moved to accept the municipal budget total of \$3,176,743, an increase of 1% from the FY 14-15 budget of \$31,574. Seconded by David Minctons and voted in favor 5/0/0.