

Wiscasset Board of Selectmen
Budget Minutes, March 25, 2009

Present: Bill Curtis, Phil DiVece, Chairman David Nichols, Vice Chairman Nicole Viele, Bob Fairfield, and Town Manager, Arthur Faucher

Chairman David Nichols called the meeting to order at 6:04 p.m.

Fire Chief, Tim Merry, explained the itemization of his budget for the 2009-2010 fiscal year.

- In Personnel, Tim requested an increase of \$3,700 for his officers.
- The uniforms line was zeroed out because of a \$77,900 Federal Fire Pack Grant which provided funds to purchase new uniforms, an air compressor, a thermal imaging camera and turn-out gear.
- Nothing else in the budget has changed since last year.
- It was a consensus of the Board not to increase the officers' income by \$3,700. Therefore, the bottom line decreased to \$80,925.00.

Town Manager, Arthur Faucher, explained the itemization of the Animal Control budget for the 2009-2010 fiscal year.

- Nothing has changed from last year.
- The Board unanimously agrees to support the budget.

Town Manager, Arthur Faucher, explained the itemization of the Shellfish Committee budget on behalf of Richard Forest for the 2009-2010 fiscal year.

- The bottom line went from \$13,000 to \$10,581.
- The Clam Flats Grant Program is not available this year.
- Phil DiVece asked why the Warden's mileage is twice what the Warden's expenses are. The mileage went from \$560 to \$600 due to fuel fluctuation.
- There was discussion regarding sharing a Warden with Wiscasset, Woolwich, Georgetown, and a number of other communities. Wiscasset's share for Warden's expenses are budgeted at \$600.
- The Board unanimously showed support for the budget.

Town Manager, Arthur Faucher, explained the itemization of the Senior Center budget for the 2009-2010 fiscal year.

- Contract Personnel went up \$500.
- Supplies went down \$400.
- The Board unanimously agreed to support the budget.

Lieutenant John Allen of the Wiscasset Police Department, explained the itemization of the Police budget for the 2009-2010 fiscal year.

- There has been added a little over \$1,000 to the budget since last year. Money has been taken out of Office equipment and supplies and put into overtime and health insurance.
- To minimize postage expenses Lieutenant Allen has been buying forever stamps every month so the department won't have to pay for the postage increase in May.
- Money was also taken out of advertising, as John Allen doesn't anticipate the need to hire another person and/or advertise for one.
- Workers Comp. went up \$3.
- Next year Lieutenant Allen plans on requesting for another cruiser.
- There is a sufficient amount of ammunition.
- He may request a computer this year due to the generator which will pay for itself out of grant money.
- He may ask for an \$800 tazer which the equipment account will cover.
- MMA will need to send an adjuster to look at the generator. There should be a \$750 reimbursement for a \$1,000 deductible.
- There are 10 reserve officers. There is no need to add any additional reserve officers or any new equipment.
- Lieutenant Allen has brought in \$4500 worth of grant money to cover a new laptop for a cruiser.
- He was able to purchase 7 LED flashlights from money obtained from the Department of Homeland Security.
- He has brought in a total of \$45,000 to \$50,000 in grant money to pay for equipment at no cost to the town.
- The fan in an older care had to be replaced as well as a battery. About \$1,000 has been paid out for maintenance.
- Vandalism to Willie's truck and John's cruiser has prompted a new security system, including cameras to be installed that the department got for free as a result of referring business to a lock and key company.
- The Board unanimously agreed to support the budget.

Town Manager, Arthur Faucher, explained the itemization of the Municipal Insurance budget for the 2009-2010 fiscal year.

- The figure \$74,668 came directly from MMA. Mr. Faucher added an extra \$11 to \$13 to be on the safe side.
- Money was borrowed from the bank to pay for tax anticipation notes.
- The \$50,000 note for the middle school has been picked up by the RSU.
- Streetlights have stayed the same.
- The department has used \$27,000 to date. \$12,000 to \$15,000 is available to use by the end of the year.
- There was a slight increase of \$165 for unemployment insurance as a result of a claim made by Jeff Slack (?).

- \$15,000 was drawn down from the tax anticipation note. The interest rate is 2.9%. The low bid went to The First.
- MMA requires that machinery and equipment gets audited.
- The department heads are required to review the machinery and equipment annually, in August or September, for insurance coverage.
- The rates are set at the beginning of the year.
- Items sold by auction are not required, but they must be reported to the MMA.
- There is a \$1,000 deduction for each incident.
- There was a consensus of the Board to approve the budget.

EMS Director, Roland Abbott, explained the itemization of the Ambulance budget for the 2009-2010 fiscal year.

- Part-Time was increased due to the increase in call volume and the possible need to rethink payscales on weekends.
- Officials Compensation should be \$31,200, instead of \$38,380. It was suggested that Roland Abbott's salary be separated from the others and put on another line. \$38,700 less \$7,500 would be \$31,200.
- Billing Services was increased from \$15,000 to \$16,500 due to having more calls and an increase in revenue.
- Office Supplies was deleted and money needed was taken out of General Supplies.
- Books and Publications was deleted and money needed was taken out of General Supplies.
- Other was reduced from \$8,284 to \$5,000 because computers were not needed this year. It was suggested that \$25,000 be added to this account to cover a new cardiac monitor. Two refurbished cardiac monitors were purchased for \$14,000 nine years ago and refurbished once. They need to be upgraded; one purchased new this year, and one next year.
- Selectman Viele asked if grants had been applied for. Director Abbott said he applied for one that was turned down and one more that will be determined in September.
- Other Equipment was increased by \$50 due to the cost of inspecting two stretchers.
- \$4.62 has been spent on postage.
- Overpayment Reimbursement was budgeted for \$3,000 but should be over \$12,000 for write-offs. They never know what it's going to be.
- It was suggested to round line 10-07 to \$9,449.00.
- \$10,000 is reserved for training. This includes \$5,000 for Samoset, CEH licensing, annual training mandated by the State (approx \$1,000), ACLA re-certifications at \$800 per year, and licenses from basic to intermediate reimbursements reimbursed at \$1,600 a piece after passing the test. The requirement for reimbursement was due to a prior fraud case where a paramedic received training and did not reimburse the town.
- There are currently 3 paramedics under contract.

- There are 11 paramedics total.
- There is an advanced airway class at \$650 per person that is not included in the budget.
- The expenditures to date for training is \$5,800. The balance is \$4,100, as two people haven't taken classes yet.
- There is a consensus by the Board that \$10,000 is adequate to cover training.
- Selectman Viele requested to clarify the overpayment reimbursement and how write-offs work.
- There are \$189,783.45 revenues to date.
- Director Abbot anticipates revenues in the amount of \$274,445 for next year.
- In nine years, the EMS department has never come back to the board requesting more money.
- It was recommended that a separate warrant be written for the \$25,000 to obtain a new cardiac monitor.
- Selectman Viele suggests putting the \$25,000 into Other Equipment with a note to say why it went up.
- There was a consensus of the Board to approve the budget.

Town Planner, Jeffrey Hinderliter, explained the itemization of the Municipal Planning and Development budget for the 2009-2010 fiscal year.

- The budget has come down approximately 7.5% from last year.
- \$4,000 was added to the budget for economic development
- Nearly everything went flat.
- There was an increase on the website maintenance as there will be continual updates for the new website.
- There was a slight reduction in Code Enforcement.
- The budget is \$3,050 less than last year.
- When the Planner came on board, the budget was \$250,000 to \$300,000 but it has been reduced to \$86,000.
- There was a consensus of the Board to approve the budget.

Town Planner, Jeffrey Hinderliter, explained the itemization of the Code Enforcement budget for the 2009-2010 fiscal year.

- The budget is down \$200 from the previous year.
- The State is trying to pawn off on municipalities to pay for classes Code enforcement training is privately contracted out and is hard to predict.
- There exists a job description for a new Code Enforcement Officer that is ready to go.
- The money reserved for travel and meetings is enough for training a new officer.
- The Chairman asked if the position could be outsourced. Mr. Hinderliter said that prior examples of combining a contractor with another municipality has not worked.

- Selectman Curtis asked if there was consideration of changing the building codes. An example was the Dresden and Woolwich towns entering into a local agreement. After one year, it didn't work. We are not sure if there is a current contract. There was also a discrepancy in the hours needed for Wiscasset.
- There is a consensus to look into outsourcing a non-union, part-time position, consisting of approximately 30 hours.
- As the position is a specialized trade, the Board recommends not advertising it. Mr. Hinderliter believes we would get more qualified people applying if we did advertise.
- Mr. Faucher recommends advertising at MMA, Jobsinme.com, and unspecified others.
- There was a consensus of the Board to approve the budget.

Town Manager, Arthur Faucher, explained the itemization of the Contractual Services budget for the 2009-2010 fiscal year.

- Legal Specialty stayed the same.
- Engineering Consultant is down from \$30,000 to \$15,000.
- Money was put in to Maine Yankee and went from \$8,000 to \$15,000.
- \$7,500 for incidental services for specialty research, like a deed for the Powder House.
- The town attorney handles liens, property acquisitions, oil tank issues, etc.
- There are currently 12 unsettled cases since 1991. Dennis Jumper has been handling them. There is consensus by the board not to switch attorneys mid-stream.

The Meeting was adjourned at 7:55 p.m.

Minutes by Lisa Garman.