



## **BUDGET COMMITTEE - 2018**

### **MINUTES**

**February 13, 2018, 6:30 pm – Town Office**

*Present: Committee Members: Terry McCabe (chair); Sandee Brackett, Rob Davidson, Richard Francis, Kenneth Frederic, John Freeman, Chuck Hanson, Paul Leeman III, Sara MacCorkle, J.W. Oliver, and Kristine Poland. Selectmen: Chad Hanna (chair); Terry Lowd, Paul Yates. Town Administrator: Chris Hall, and Deputy Treasurer, Lisa Peters. Representing Bristol Fire and Rescue: Chief Paul Leeman, Jr.. Representing the Bristol/South Bristol Transfer Station: Manager David Poland. Representing the Bristol Parks and Recreation Department: Clyde Pendleton (chair); Sandra Lane, Laurie Mahan, and Parks Director, Lara Sargent. Also present: Gordon Benner, Clifton Mahan, David Svens, and Dan MacWalters.*

Chair McCabe opened the meeting at 6:30 p.m. with the Pledge of Allegiance. The agenda included the presentation of budgets from the Bristol/South Bristol Transfer Station, The Town of Bristol, and the Parks and Recreation. Also included was the opportunity to revisit items from the previous evening's meeting.

#### **Minutes of February 12<sup>th</sup>:**

It was moved by Frederic, seconded by Hanson, to accept the minutes of February 12<sup>th</sup>. In discussion, a motion was made by Hanson and seconded by MacCorkle to amend language in the section referencing the full time Fire Chief. A second motion was made by Poland, seconded by Brackett, to amend language with regard to non-profit guidelines. A third motion by Hanson, seconded by Leeman, corrected the amount of LifeFlight's monetary request. All three amending votes were carried by 11 – 0, as was the final vote to accept the minutes.

#### **Bristol/South Bristol Transfer Station:**

Manager David Poland presented the committee with the 2017 Profit & Loss statement and the proposed 2018 budget for the transfer station. He gives the Selectmen a statement weekly for them to track how the station is doing. Poland stated there were no major capital expenditures last year, and income was up and expenses down against the 2017 budget. Due to the state of the finances, there will be no change in the assessment to the Town of Bristol. Poland stated the

carryover of income is to bridge the gap from the end of year until the first payment is made to the facility, eliminating the need for any borrowing.

### **Bristol Fire and Rescue:**

A motion was made by the Chair to reopen the discussion on the full-time Fire Chief position, seconded by Hanson. Motion carried 8 votes to 3. Francis then discussed numbers he had obtained for various surrounding Towns' fire services, showing Bristol to be relatively high in cost.

Freeman indicated he intended to change his vote following further thought on the question. He believed Bristol's Fire Department is really a flagship department compared to surrounding towns. Neighboring Towns frequently need assistance from BFR due to not having the manpower and/or equipment that we have. Poland stated her concerns about having more time to consider the position. Chief Leeman responded to Francis with additional numbers from other departments, specifically Damariscotta. He spoke of the differences in accounting for wet hydrants in Damariscotta and Bristol, and the payments Damariscotta make for their wet hydrants.

Hall offered a suggested form of wording to meet Brackett's request for alternatives if the Town voted down Article 18, disapproving a full time chief. Brackett moved, seconded by Hanson, to vote on amended wording. The motion was voted down, 8 – 1 with 2 abstentions. Oliver then made a motion, seconded by Hanson, to approve the BFR budget as stated. The vote was 7 in favor, 3 opposed and 1 abstaining (Leeman).

### **Town Budget:**

Town Administrator, Christopher Hall and Chair of Selectmen, Chad Hanna presented the budget. Hall stated that his goal, at the direction of Selectmen, is to keep the tax mill rate flat if possible. Given the need for additional funds for the School, the Town General Government budget seeks to appropriate less from taxation, while taking a little more from surplus and increased excise tax collections. Hall also pointed out new and altered budget lines, where changes had been made in the allocation of expenses and where new reserve funds had been established.

Hanna then led the Committee line by line through the budget. Hall addressed the payroll line, which included three elements totaling an increase of \$28,280: inclusion of the part time highway assistant had never been budgeted in before; an allowance for overtime when staff attend evening committees; and an average 2.5% cost of living increase for staff.

Hanna spoke about the need for bridge repair as the driver of the roads and bridges budget line this year. The three bridges being discussed are the Redonnet Mill Bridge, the culvert on Lower Round Pond Road behind the Town Hall, and the Stone Arch Bridge on Benner Road. There is a new warrant article this year for needed roof repairs on the Harrington Meeting House, the Town Office and the storage building at Hanna Landing.

Hall spoke about the Ordinance Administration having an appropriation of \$9,000 to cover the expected deficit in this department, which is otherwise funded from Building permit fees and the Town's share of Plumbing Inspection Fees.

Hanna addressed the issue of the Bristol Dam and the work of the Fish Committee. The dam and fish passage capital reserves were being funded once again, but it is not expected that any decision on capital expenditure will be made this year. Selectmen will continue to look at funding options for fish passage, but in 2018 the concentration of capital spending will be on the roofing projects and bridge repairs.

### **Parks and Recreation Budget:**

Laurie Mahan, the most recently elected Parks Commissioner, introduced herself and complimented Gordon Benner and Sandee Brackett on their past work which the current Board is building on.

Lara Sargent spoke about a number of projects that took place during the past year, including renovations to the Art Gallery, Ellingwood Information Center, the various gardens and the planting of fruit trees. Two grants were given to the Parks, including one for fruit trees and one for the lighthouse roof. In addition, donation boxes at Parks locations had taken in over \$1,000. Another positive change has been regular meetings between the Parks Department and stakeholders at Pemaquid Lighthouse Park, including the Friends of Pemaquid Lighthouse, the Pemaquid Artists' Group, the Fishermen's Museum and the Pemaquid Point Association.

Chair Clyde Pendleton gave an overview of 2018 projects, such as the well that was put in at Ellingwood, insulating the basement there, and as previously mentioned the lighthouse work which will include chimney re-pointing. Pendleton also spoke of starting to contribute more to the CD's for capital projects in the future, such as a new building at the beach.

Chair Pendleton brought attention to the excerpt from the Annual Audit pertaining to Parks. In particular, the "bottom line" being the net profit of \$66k at the end of the year, bringing the total cash amount Parks had on hand at January 31st to \$184k (after a contribution to capital reserve CD of \$11,000). It was explained by Peters that this amount is in the main checking account and that the Parks CDs have a balance of \$5,064.14 (Learning Center CD) and \$53,950.64 (general CD for Parks).

In reference to the Commissioners' stipends, Sargent stated that she had requested that these not be lowered. Although she has been hired, there are still many hours that are contributed by the Commissioners. The scope of the work may have changed, but the amount of time has not. In the month of January, there were 17.5 hours spent by each in meetings alone, so that their stipend amounts to less than the minimum wage.

Questions were raised by committee members regarding participation in Olde Bristol Days and the fireworks display. Pendleton was concerned about safety and requested the Town take that on. Parks will be giving the town over \$1,000 that they received in donations specifically for the 2018 fireworks. Participation in Olde Bristol Days will include activities at the beach once again, the annual chicken barbeque and perhaps the antique car show as well. It was pointed out that there was a net loss on special events last year, which is why the events will be more carefully planned and marketed.

### **Voting on Warrant Articles:**

A motion was made by Davidson to vote on Article 5, seconded by Hanson. The vote was 11-0 in favor, i.e. to recommend the Article.

A motion was made by Oliver and seconded by Davidson to vote on Articles 6-9, vote taken and 11-0 in favor.

A motion was made by Davidson and seconded by Hanson to vote on Articles 12 and 13, Vote was 10-0-1 (Leeman abstaining).

A motion was made by Davidson and seconded by Frederick to vote on Article 15, vote was 10-0-1 (Brackett abstaining).

A motion was made by Oliver and seconded by MacCorkle to vote on Articles 20 through 22, 24 and 25. The vote was unanimous, 11 – 0.

A motion was made by MacCorkle and seconded by Francis to vote on Article 27, the vote was unanimous, 11 – 0.

A motion was made by Davidson and seconded by MacCorkle to vote on Article 28, vote was unanimous, 11 – 0.

A motion was made by Davidson and seconded by MacCorkle to vote on Article 29, vote was unanimous, 11 – 0.

A motion was made by MacCorkle, seconded by Davidson to vote on Article 30, vote was unanimous, 11 – 0.

A motion was made by MacCorkle and seconded by Davidson to vote on Article 31, the vote was unanimous, 11 – 0.

A motion was made by Hanson and seconded by Davidson to vote on Article 32, the vote was 4 in favor, 6 opposed, and 1 (Frederick) abstaining.

The Chair thanked the members for their work, noting that a great deal had been done in two evenings. A motion was made by Frederick to adjourn the meeting at 9:45 p.m., seconded by MacCorkle. The motion carried 11 – 0.

Respectfully submitted,  
Lisa Peters  
02/14/2018