

**Budget Committee Meeting
March 5, 2020, 5:30-8:15 p.m.**

Attendees:

Budget Committee: Andy Walsh, Carol LeCours, Jim Knight, Steve Palmer, Pam Ames (Absent: Sandy Falsey)
Town Manager Rosemary Roy

MSAD#51: early estimate is +3.2%, adding 53¢ to the mil rate.

Town: We discussed the current level of our town's bond (which is a very low \$ amount for a town our size) and whether or not to use a future bond to tackle the big capital projects in the Public Works Department. Not everyone agreed about which strategy to use, i.e. shall we bond capital projects and get them done or continue to put away money in the CIP ('kick the can down the road')?

CIP for Municipal Facilities: We noted that 2023's projected Cash Balance of \$4,716 is way too low. We need to reassess how much money we're appropriating each year.

Capital Improvement Plan (CIP) for Municipal Facilities/Public Works Dept (PWD):

-\$3.1 million: Wash Bay and 3 new Service Bays

A committee member asked if we really need 3 service bays or could we get away with fewer new bays to house the town's 4 plow trucks and 1 loader.

-\$265,850 Fuel Island

-\$125,116 Sprinkler System, including the office.

Consider holding off doing Public Works' office building's insulation (\$21,000) and roofing (\$9,000) projects until after installing the sprinkler system.

Action Step: Rosemary will shift things around and show us a new spreadsheet (before March 9th Select Board budget workshop).

Capital Improvement Plan (CIP) for Municipal Facilities:

-\$785,000 Town Office expansion

NYFR's New Station will be needed in about 8 years; we can use TIF money.

Then the end of capital construction projects is in sight per Rosemary.

Changes to Staff:

We wanted to find out more about the necessity of the proposed new positions and changes to existing positions:

Communications Coordinator (PT) would handle part of Debbie Grover's job. Its importance came out during discussions of improving communication in the town during a recent Summit Meeting.

Community Center Director's salary seems high in comparison to the responsibilities and scope of work managed by the Public Works Director and the Fire Chief.

Community Center Building Supervisor is needed to round out the hours that the buildings are open.

Executive Assistant going to full-time is definitely worth it per Rosemary.

Economic Development Director (Planner) is a new full-time contracted position. North Yarmouth is finally moving forward on economic development and other associated initiatives because of this position's focus. Rosemary does not have the time to follow through on leads to see these projects through to fruition like Vanessa has. In three years, most of the town's economic development initiatives will be done and this position should no longer be necessary at that time.

Community Center:

#5244 Program Supplies and #5240 Center Contracted Services: Steve asked if fund-raising from the Mud Ball and Golf Tournament could go towards paying for sports equipment, games, and other program supplies. The Events Committee has taken on these responsibilities, thereby making any monies raised separate from the conditions required of the Friends of Wescustogo funds.

Buildings & Grounds: Steve and Pam felt that there's more opportunity to trim back more dollars.

#5514 Floor Mats: Rosemary will see if we should buy them once we have a custodian to maintain them.

#5420 Water: Rosemary will look at the actual bills to reconfirm the numbers.

#5520 Landscaping: What was spent last year? \$7,000 this year seems high.

Solid Waste/Recycling:

#5688 Garbage to Garden Composting

March 3/4 emails from Draven and Clark generated discussion about the program's worth to the town or is it just a 'feel good' program. It's very popular.

Town Meeting Timing:

Next year we should consider moving Town Meeting to the end of April when more accurate information is available from the Assessor, MSAD#51, etc. April 1st is the Assessor's magic date per Rosemary.

Evaluation of the budget process: We passed in our surveys to Rosemary.

Respectfully submitted,
Pamela Ames