I. OPEN MEETING
   A. Opening Ceremonies
   Chairman Chris Maas opened the meeting at 6:30 PM. Town Manager, Jack Clukey led the
   Pledge of Allegiance.

   B. Roll Call
   Budget Advisory Committee Members present: James Annis, Kimberly Cavanagh, William
   Clark, Jamie Gaudion, Sean Letarte, Chris Maas, and Kathleen Thibault.
   Absent: Marc Poulin. Also present: Town Manager, Jack Clukey.

   C. Adjustments to the Agenda

II. APPROVAL OF MINUTES
   Budget Advisory Committee – March 6, 2019
   Resolution 006-031319
   MOTION: Letarte, seconded: Gaudion, and voted unanimously (7-0) to approve the
   Budget Advisory Committee Meeting Minutes of March 6, 2019. Motion passed.

III. FY 2019-2020 MUNICIPAL BUDGET
   A. Wastewater
   Bill Littlefield, Wastewater Department Manager discussed the proposed 2019-2020
   proposed budget for the wastewater department. He said that at this time the department is
   focused on maintaining the collection system, treatment plant, and easements.

   He discussed costs associated with required lab testing, noting that some testing can be done
   at the lab at the wastewater department, but some testing is done off site.

   The Town Manager said that some fairly large notes have been paid off and capital has
   increased. He noted that funds for capital improvements were already set aside last year so it
   is not figured into the rate calculation.

   The Town Manager said that there is a proposed State project at the end of Bear Hill Road,
   but hopes rates are sustainable for a few years.

   Select Board Chairman Edgerly asked about future discharge into the river and recent talks
   about whether the town will be able to continue its current practices due to environmental
   concerns.
Town Manager Clukey said that the town has met the standards for discharging into the river but there are groups that are opposed to current standards of treatment and it is the hope to find middle ground.

Bill Littlefield said that discussions regarding effluent have been reopened in an effort to reach a workable compromise.

B. Public Works
Town Manager, Jack Clukey said that he and Public Works Foreman Geoff Chambers have been reviewing the past 12 years in terms of winter road maintenance and comparing where the town is in its staffing levels, and miles maintained at different points throughout the past 12 years.

Town Manager Jack Clukey gave a power point presentation showing urban and rural snowplow routes from 1995 to present as well as staffing levels for those years. He said that the objective is to have enough people available to keep up with the urban route, pick up snow downtown, push banks back, keep up with the difficult rural miles with drifting and ice, and to avoid over reliance on part time drivers.

The Town Manager reviewed a chart of public works full time and part time personnel that plow rural roads from 2006 to present and discussed and compared the following three options:

Option 1: Make no changes.

Option 2: Add $60,000 to public works budget in order to contract out 12.75 rural miles, (contracted services snowplowing 20-05-15-35) Offset by adding $35,000 to the use of fund balance ($260,000 vs. $225,000) Net change to amount needed to raise: $25,000 (just under .1 mil).

Option 3: Add a total of $70,000 to the budget with $37,000 to public works budget in order to add one additional full time position to the public works department (wage line, 20-15-01-09), and $33,000 to general government, benefits (benefit lines 01-40-03.) Offset by adding $35,000 to use of fund balance. Net change to amount needed to raise: $35,000 (just over .1 mil).

The committee discussed the various options presented and compared the value of each option.

Kim Cavanagh said that plowing has been an issue for the town this winter and was concerned that with hiring a the new employee would be tasked with more than just plowing and at this time, feels that plowing should be the primary focus, and with the option of contracting a route would be contracted to be plowed working toward an improvement with snow plowing issues the town is experiencing. Kim Cavanagh also said that it is not a matter of comparing $60,000 versus $70,000 but a question of what value of work is getting done during winter months.

The Town Manager agreed that the public works crew has been working hard. He said that for a time, the grader was being repaired, and with amount of snow this winter and temperatures often below zero, it was a struggle for public works to keep roads plowed and snow and ice cleared. He also talked about the need for additional help with summer road
work. He said that the town could use a person to work on gravel, ditching, preparation for paving, and culvert work.

Chairman Maas said there are 50 miles of gravel roads that need to be redone every 20 years along with other road work that needs to be updated and improved. He asked Geoff Chambers if the department is properly staffed.

Geoff Chambers said that at this time, public works has had to plow 30 times more than last winter. He said the department is properly equipped but not always properly staffed as the employees do not take time off in winter in order to be available for plowing. He said they schedule vacations in summer, during the time gravel road work is scheduled.

The Town Manager reviewed basic increases in expenses such as tires, fuel, and salt, noting that the town is reimbursed for the salt it sells.

For capital expenses, the Town Manager said that the plan is to replace a wheeler next year and in 2021, a 2001 Volvo is scheduled to be replaced.

The Town Manager also discussed improvements to the roof on the public works building. He said that the existing roof is 40 years old.

The Town Manager also discussed improvements needed to the bay/building across the street.

Resolution 007-031319
MOTION: Gaudion, seconded: Thibault and voted unanimously (7-0) to adjust the proposed budget as follows: $37,000 to public works budget (wage line, 20-15-01-09), and $33,000 to general government, benefits (benefit lines 01-40-03.) Offset by adding $35,000 to use of fund balance. Net change to amount needed to raise: $35,000 (just over .1 mil). Motion passed.

C. Road Maintenance and Improvements

Town Manager Clukey said the budget for road work is the same as in previous years. He talked about URIP, State funding that pays for rural miles on State roads that the town plows. He said the amount the town receives from the State is expected to be in the area of $90,000 and with the pavement plan adopted in 2016, the town adds $310,000 to appropriate $400,000 to the budget for paving. He said that every spring, a consultant reviews the plan and assesses the roads. He also said that more work than what was initially planned has been done so far due to favorable prices for paving materials.

Selectman Chairman Edgerly said that in the future, the town needs to assess and plan for improvements to the town’s sidewalks.

Resolution 008-031319
MOTION: Thibault, seconded: Letarte and voted unanimously (7-0) to recommend the proposed paving budget of $400,000 ($90,000 from URIP, $310,000 amount to raise). Motion passed.

D. Unfinished Items

Sean Letarte asked that since the discussion and vote to increase the budget for public works, would the committee consider reducing the budget for social services by $1,300 and
appropriating half the amount that was recommended at the February 27th meeting for the social service agencies that were not present at the meeting, American Red Cross, Community Health and Counseling, Maine Public, and Life Flight.

Town Manager, Jack Clukey said that it is not known why representatives from those social service agencies were not in attendance and asked if the committee would instead consider reducing the budget for welfare/rental assistance by $1,300 since that budget has not been exceeded in recent years.

Bill Clark said that he appreciates the work of Life Flight and of the other agencies, and would support leaving the appropriations for those agencies as is.

Sean Letarte said that he is in favor of the Town Manager’s suggestion.

*Resolution 009-031319*
*MOTION: Letarte, seconded: Clark and voted unanimously (7-0) to recommend reducing the welfare budget line item for rental assistance by $1,300.00. Motion passed.*

IV. OPEN SESSION

V. ADJOURN
*Resolution 010-031319*
*MOTION: Thibault, seconded: Letarte and voted unanimously (7-0) to adjourn at 7:50 PM. Motion passed.*