



MINUTES

HARRISON SPECIAL SELECT BOARD BUDGET

Tuesday, April 4, 2023 – 6:30 PM

All regular select board meetings are held the 2nd Thursday of each month. Meetings are recorded and posted on the Town Website and on Lake Region Television usually in 2 days.

Due to COVID-19 Public Participation is limited: Please wear a mask and practice social distancing. **Reminder to the attending public:** Select Board meetings are open to the public, but the public may not speak unless recognized by the Chair or Vice Chair only during Public Participation. Comment time is limited to 2 minutes per speaker. Matters related to personnel will not be heard or discussed.

Present: Chair Richard Sykes, Vice Chairman Matthew Frank, Selectman Philip Devlin, Selectman Frederick Ross, Select Person Penny Bean, Town Manager Cass Newell, Town Attorney Jessica Maher, Finance Officer Maureen McAllister, Secretary Denise Dumont, Public Services Director Andrew Ward

Absent:

Public: Colleen Densmore, Cathy Laplante, Renee Joyce, Nate Session, Jennifer Vain, Wayne Rivet - Bnews

- I. Call the Meeting to Order at 6:30 pm
- II. Pledge of Allegiance
- III. New Business
 - A. Budget Review

Administration

TM Newell Overtime reduced – effects fringe benefits, Town Charges - Computer Maintenance, Advertising, GPCOG, Licenses/Lease, Agreements, Elections, Dues & Memberships, minor operating expenses.

S. Frank is not in favor of the 8% over all budget it is way to lien. Still need to talk about the Town Managers Salary. It cannot be talked about now but that will also need to be put in also. Cass suggested adding back in an additional \$5,000 for overtime, and an additional \$4,000 for computers. The Board put \$9,000 back into administration.

Motion to approve the Administrative Budget to \$724,522 made by S. Frank, 2nd S. Devlin Approved 5-0

Public Works

TM Newell removed part-time worker position & Asst Pub Serv Dir (brings down Fringe Benefits, reduced OT, reduced Diesel/Gas, took out small equipment, reduced Gravel, Calcium Chloride, Supplies, patch/hot top, Salt, Sand, Tree Maintenance, Street signs, Crack/Sealing, Street Sweeping (zeroed out), Under Repairs & Maintenance reduced Buildings, Vehicles, Equipment, Tires

- S. Devlin add some back in additional Diesel
- S. Bean add some back to gas/diesel & patch/hot top
- S. Frank add part-time position back in then some back in salt, sand, to original number and add separate Warrant article for Asst Pub Work Dir

S. Sykes add back in tree maintenance, street sweeping,
S. Ross add only \$5,000 back between Salt and Sand
Total Amount added back to Public Works \$57,500

Motion made to Approve the Public Works Budget at \$842,838 made by S. Frank, 2nd S. Bean Approved 5-0

Motion to Approve additional Warrant Article to Read as below made by S. Frank, 2nd S. Bean Approved 4-1

Motion to recommend made by S. Frank no second will go on with recommendation none.

Shall the Town vote to raise and appropriate \$70,000 plus benefits for an Assistant Public Works Director.

**Requested/Recommended by Town Manager
Select Board Recommendation: None**

Fire Department

TM Newell Reduced Training, Supplies, Radio Pagers, Gear

S. Frank add some back into training, & Gear

S. Devlin which is more important Gear & Radio Pagers or some in both?

S. Ross add more back to Gear, & Radio Pagers

S. Sykes add some back to supplies, training important but haven't use 1/2 of it - so increase less than suggested.

(FD is paid only twice a year so not reflected)

Total Amount added back to FD \$11,000

Motion made to Approve the Fire Department Budget at \$184,988 made by S. Frank, 2nd S. Bean Approved 5-0

Solid Waste

TM Newell reduced part-time (fringe benefits also less), reduced all Town Charges (trash tipping, trash hauling etc.) also building repairs and equipment maintenance.

S. Sykes this seems like one department we don't have a lot of control over. What number will keep us out of the red.

S. Frank not comfortable with cutting this amount. I think putting it back up by \$50,000

S. Bean I agree with Matt not much we should cut

Total Amount added back to Solid Waste \$50,000

Motion to approve amount in Solid Waste under Town charges to \$298,553. Made by S. Frank, 2nd S. Ross Approved 5-0

Motion made to Approve the Solid Waste Budget at \$462,266 made by S. Frank, 2nd S. Ross Approved 5-0

Recreation:

TM Newell said she will be unpopular for cutting this department to make 8%. I don't want to do this, but this is what I have to do to make the 8%. I have been vying for the swim program and now I have to cut it. I have cut lifeguards so there will be no swimming even just

for the summer rec program. I have also cut counselors (fringe benefits also affected) so have to limit the number of kids that be in summer rec program. Also, cut mileage, supplies, internet, & field trips. No swim program does not happen we have don't have to replace swim lines and buoys.

Clearing up a mis claimer that the Recreation Program fees paid by the Parents/Participants cover the program. They do not. We are working on raising the rates slightly to help but there will always be some subsidizing by the Town.

We will have buses to cut costs on field trips but will not remove all the expense.

The Town of Water is excited to be on board with us again so they will be giving us money monthly so this will also help us offset costs.

We capped the number of children at 125 at this time.

S. Frank believes in the swim program, and it needs to be put back entire amount, bring counselors back up to original amount. Supplies either now or later so add back original amount. Field trips back up as well.

S. Ross recommends the swim program be paid 60% by Students/parents and 40% by Town and have supplies at least \$3,000. Fund Lifeguards.

S. Devlin Fund Field Trips? With buses it will bring that to \$0 amount?
TM Newell The buses will offset but it will probably not be zero. I would ask to use this year to get the program up and running properly and then next year adjust.

S. Bean I agree we need Lifeguards, and we did not use that last year, can we use that?

TM Newell Simple answer no we have to balance what is spent by budgeted amount and it can't just be moved over.

Fees will be discussed at the next regular Select Board meeting soon.

Total Amount added back to Recreation \$39,289

Motion made to Approve the Recreation Budget at \$208,044 made by S. Frank, 2nd S. Devlin Approved 5-0

Municipal Insurance

TM Newell: Can not change, prices are set for us.

Motion made to Approve the Municipal Recreation Budget at \$98,871 made by S. Devlin, 2nd S. Frank Approved 5-0

Public Safety

TM Newell: Removed ACO mileage & Vehicle maintenance other towns in transition. Reduced EMA training because training will take place this Spring. Zeroed out HM supplies.

Total Amount added back to Public Safety \$0

Motion made to Approve the Public Safety Budget at \$406,443 made by S. Frank, 2nd S. Devlin Approved 5-0

Community Programs

TM Newell: Most of these have been set for us. I have cut Flags, Christmas, GA Appropriation (not everyone qualifies for GA assistance, if they own a car, they don't qualify for State GA).

S. Bean we need to have more in GA up to \$7,000.

S. Frank need to put back \$15,000 in GA

Total Amount added back to Community Program \$2,500

Motion made to Approve the Community Programs Budget at \$112,650 made by S. Devlin, 2nd S. Ross Approved 4-1

Parks/RADR

TM Newell: Reduced Part-time (effects fringe benefits), reduced diesel/gas, minor operating supplies, and buildings.

Motion made to Approve the Parks/RADR Budget at \$198,005.96 made by S. Devlin, 2nd S. Ross Approved 5-0

Education:

No set number right now.

County Tax

Set for us so we Do not control.

Motion to Approve to Fund the County Tax Budget at \$437,538 made by S. Devlin, 2nd by S. Ross Approved 5-0

Assessing/Code Enforcement

TM Newell: Zeroed out CEO/Assess Admin Asst Pt (effects fringe benefits), zeroed out supplies, HM supplies. Mileage, training, HM training, meals/lodging

S. Devlin put \$5,000 mapping.

S. Bean \$1,500 training, amend \$1,000 to supplies

S. Sykes \$500 mileage, \$1,000 HM training

Motion made to Approve the Assessing/Code Enforcement Budget at \$219,947 made by S. Ross, 2nd S. Devlin

Amend Motion to set amount at \$220,947 S. Bean, 2nd S. Devlin Approved 5-0

Capital Reserve

We need to do work around Town and need the correct equipment to do it. We had already spoken about them. We need an excavator, a mid-range size and trailer to transport it. It will save us time and money in the long run.

We also have a few big-ticket items coming in the next few years for example: fire trucks, SCBA Bottles we need to start replacing.

Grant writer moved into another position. Sit/Stand workstations in admin need 2. Playground equipment needs to be replaced/repared relatively small amount \$3,000. Community Garden

and field repair. These are the items that need to be replaced this year. Not a big list but it is a big number with the excavator and trailer, but this is our need list.

S. Sykes: Reminder this is money that we are not going have to raise, it is already in Capital Reserve. Let's go back to Town Wide.

Motion to fund \$1,600 for Administration from Capital Reserve made by S. Bean, 2nd S. Ross Approved 5-0

Motion to fund \$365,000 for Public Works from Capital Reserve made by S. Frank, 2nd by S. Ross Approved 5-0

Motion to fund 8 SCBA bottles for Fire Department from Capital Reserve made by S. Frank, 2nd by S. Devlin Approved 5-0

Motion to fund \$3,000 for playground equipment from Capital Reserve made by S. Frank, 2nd by S. Devlin Approved 5-0

Motion to fund \$3,000 for Community Garden from Capital Reserve made by S. Frank, 2nd by S. Bean Approved 5-0

Motion to fund \$21,727 for Field Repair from Capital Reserve made by S. Devlin, 2nd S. Bean Approved 5-0

S. Sykes there has been discussion about replacing money back into the Comprehensive Capital Reserve Account. Let's revisit this what do you want to do?

S. Frank we should place some in maybe not the \$500,000 we have done in the past.

S. Sykes what amount do you think.

Motion to Raise and Appropriate \$250,000 for the Comprehensive Capital Reserve Account made by S. Frank, 2nd S. Ross Approved 4-1

Discussion: S. Devlin we should have some amount going into Capital Reserve Account but not \$250,000, so I would option for a smaller amount. Suggest \$100,000

Amendment to Motion to reduce the amount to \$100,000 for the Comprehensive Capital Reserve Account made by S. Devlin, no second motion fails

Capital Roads

Motion to fund \$650,000 for Capital Roads Account made by S. Frank, 2nd S. Bean Approved 5-0

Motion to enter Executive Session 1 MRSA §405(6)(A) Personnel Matter made by S. Frank, 2nd Approved 5-0

IV. Executive Session – 1 MRSA §405(6)(A) Personnel Matter

Motion to exit Executive Session made by S. Frank, 2nd by S. Devlin

Motion To authorize the Town attorney to engage in conversations to resolve a legal matter made by S. Bean, 2nd by S. Ross. Approved 4-0 (S. Sykes abstained)

V. Adjournment

Motion to Adjourn at 10:05 pm made by S. Devlin, 2nd S. Bean Approved 5-0

Respectfully submitted,

Richard Sykes, Chairman

Denise Dumont, Secretary