

# Budget Committee Minutes

*5:00pm Wednesday, March 21st, 2018, Vinalhaven Town Office*

**Present-** Andy Dorr, Jocelyn McLean, Lucy McCarthy via teleconference, Eric Davis, Bill Alcorn, Margaret Qualey, Daniel Bickford, Gabe McPhail, Holly Sault. Janann Sherman was absent.

**Minutes – Motion** by Eric to approve the minutes from the March 14<sup>th</sup> meeting. **Second** by Gabe. **Vote:** All in favor; **Motion carried.**

## Section Review & Discussion

**Public Works-** Overall increase of 7%. About \$4,000.

There was discussion about interest in new equipment to trim roadside brush and trees in the future. Andy expressed the need to get into a routine to keep up with road maintenance.

New software – didn't propose purchasing in FY19, but should be on the radar. The current computer is unreliable. The software used for fleet maintenance is built with Windows Access which is no longer supported. It would be useful to be able to look at work orders, track who did the work, the materials used, etc. and new software would be able to do that.

Item 1- A road surface software has been purchased but hasn't been integrated yet; there are other modules that would also be helpful. There was a question about Tom Bridges and the work he did. Culvert records go back to 1991. There are approximately 150 culverts that were installed before 1991- these we don't know how old they are.

Wages: jump in wages reflects accounting for overtime and bringing in extra people for snowstorms.

Service fees decreasing by \$8,500. Andy explained that 4 years of service was traded in exchange for a truck that the Town owned. This means after the 4 years is up, this expense will return.

The storage trailer was explained. Certain equipment has to be stored in this because there is not enough room in Public Works garage. It was mentioned that one of the trailers at the Transfer Station could be used as storage here.

Equipment repair: no change from FY18. Selectmen decided to purchase a new dump truck body. Work needs to be done on grader. The average annual equipment repair cost has been about \$20,000.

Gas/oil: Increase from \$18,000 to \$20,500; basing this on past amounts used. Difficult to track. It was noted when software is updated, the crew may be able to track these figures.

Training was discussed; cost tends to be low. Andy estimates 1 or 2 employees attending trainings this year.

Bill asked about barging of sand. This costs an extra \$5,000 but is delivered much faster. This year the road sand turned to mud from the rain, because it was stored outside. Town had to purchase more to use on the roads to replace this.

Calcium chloride has decreased, there was some left over from last year, so not as much is needed to be purchased.

Lucy left the meeting at 5:40pm

Still waiting on Mills to give an estimate on price of some land for the new Public Works garage. There was discussion about the value of the current building as something other than a Public Works Garage, like a community center or apartments.

**Motion** by Gabe to recommend the proposed amount of \$499,465. **Second** by Eric.

Margaret added that she would like to see the short and long term goals refined so funds are used in the best way possible, and suggested considering longer term plans/ considering sea level rise, and to make sure we are looking at the big picture.

**Vote:** All in favor. **Motion carried.**

**Cemeteries-** Proposed increase from \$44,500 to \$46,500.

Mainly working on improving Carvers Cemetery. There was an estimate of about \$40,000 for improvements; some stone cleaning could be done by volunteers. Last year someone came out and did about \$5,000 worth of work. There was discussion about the methods used to clean stones.

Supplies increase – this reflects a shift of veterans' flags from Donations to Cemeteries. It was noted that this is a Town responsibility by State statute. **Motion** by Margaret to recommend the proposed amount of \$46,500. **Second** by Eric. **Vote:** All in favor; **Motion carried.**

**Library-** Overall increase of about \$8,000.

Would like to purchase a new mac computer; also an increase of \$1,500 to expand periodicals. Bill suggested putting something in the wind to request recycled periodicals.

Small increase in salaries/wages for Librarian and Assistant Librarian. Range of salaries across Maine via the Maine Municipal Salary Survey was discussed.

There was a suggestion to encourage more Library Sciences training if there are to be continued increases in wages beyond the routine 2%.

Utilities: increase from FY16 and FY17; there was discussion about water costs- there is not currently a meter; Bill proposed taking \$400 out of the utilities budget and using it to install a water meter to reduce future costs.

Training: Increase; this includes the costs of classes the Librarian has expressed interest in attending.

**Motion** by Margaret to recommend the proposed total amount of \$100,215, **Second** by Holly. **Vote:** All in favor; **Motion carried.**

## **Agenda for next meeting**

Next meeting will be held Wednesday, March 28th at 5:00pm. Topics to be discussed will include Capital Projects and Insurance.

## **Adjourn**

**Motion** by Eric to adjourn the meeting at 6:15 pm. **Second** by Margaret. **Vote:** All in favor. **Motion carried.**