

# Budget Committee Minutes

*4:30pm Monday, March 27th, 2017, Vinalhaven Town Office*

## Present

Andy Dorr, Jocelyn McLean, Holly Sault (via telephone), Janann Sherman, Gabe McPhail, Eric Davis, Bill Alcorn

## Minutes

**Motion** by Gabe to approve the minutes from 3/20. Second: Bill. Vote 5-0-0. Motion passed.

## Section Review & Discussion

### 1. Planning

Discussion- There was explanation on John Bubier's background as a town manager and current position as community planner. It was noted there is an increase in supplies. Bill asked if the school was involved with any programs. Andy: At various points, such as for Earth day and they were reached out to create tide measuring sticks to help with the sea level rise project.

**Motion** by Bill to accept the recommended amount of \$36,000. Second: Gabe.  
Vote: 5-0-0. Motion Passed.

### 2. Debt Service

Discussion- Andy: this year the 2006 paving will be paid off, which is timely as new projects will be coming up. Eric mentioned how the Old Harbor Road is falling apart, and asked if there had been any thought to having Lane Construction come back and fix it. Andy: if this had been looked into sooner it could have been a possibility but the warranty on pavement is generally only one year. When was the project done? Eric: Around 2013. Bill noted that we could point out other stretches of road that haven't fallen apart that were done at the same time. Bill: It's good to see that the Washington School is paid off now.

**Motion** by Gabe to accept the recommended amount of \$242,000.

Second: Bill. Vote: 5-0-0. Motion passed.

### **3. Administration**

Discussion- Andy: The manager's contract has been renewed for another three years; this was added after the fact. The total for the salaries line is now \$68,110. Bill: What has gone up in service fees? Andy: Trio; we are adding the bookkeeping software, and we recently added the credit card module so we can now accept credit and debit cards. Also we are looking into updating our tax maps, and going to reach out to Knox County to see if they can help with this. Audit fees have decreased- this year the auditors stayed on island overnight so we had to cover lodging fees, but next year they are not. Bill noted that we don't have a five year average on service fees.

Andy: In support of administrative staff furthering their job training and education, I've budgeted for four training opportunities for staff.

Andy: Supplies have decreased; no printer or laptop to budget for this year. There was explanation of the new laser printer that we needed to budget for, to accommodate the new BMV registration forms. Andy: Postage is up; this increased when we started doing the Transfer Station billing monthly. We send out around 100 statements each month.

Bill noted that he would like to see something like in Portland where you buy the bags instead of the sticker system we have currently.

There is a decrease in training. Andy is now paying for school out of pocket.

Bill suggested reducing the printing line by \$250 to a total of \$3,500.

**Motion** by Bill to accept the amended amount of 302,590. Second: Janann.

Vote: 5-0-0. Motion passed.

#### 4. Town Property

Discussion- Andy: There is an overall decrease of \$12,000 in this section. There is an increase in the parks line to support more trail maintenance, signage, and tick education & studies. More studies need to happen, and this increase is in support of that. Bill stated that he supports the increase in the Parks Service line.

Janann: Is the town wharf the dirt parking lot or the one across from Carver's? Andy: the dirt parking lot. Bill suggested looking into Great Northern docks; he was very impressed with them.

There was explanation that the Brown's Head Lighthouse is no longer an expense for the town.

Bill noted that the Old Fire Hall line is up from FY16. Andy: this line covers utilities, fuel, and the selectmen would like to put lights on the building to help light up the parking lot. Bill also noted that the building will need to be painted soon. Andy mentioned that people were using much more water from the building than was originally planned. The difficulty of monitoring this has contributed to the problem. The select board voted to allow ten gallons of water per person per day, and some were filling up 400 gallon tanks or stocking up on water because their well went dry. There was agreement that there should be a lock or a box built around the spigot to prevent people from overusing the water. There was also a suggestion to consider charging for use.

Andy mentioned that nobody has put in a bid to build the new floats yet. Bill: Great Northern Docks!

**Motion** by Gabe to accept the recommended amount of \$125,100. Second: Janann. Vote: 5-0-0. Motion passed.

#### 5. Contingency

Discussion- Bill noted that the average amount used is much lower than the budgeted amount. Andy: The budget for this line hasn't changed, it's being maintained at \$10,000; not using the full amount is a good thing- it means we haven't gone over budget on any projects.

**Motion** by Bill to accept the recommended amount of 10,000. Second: Gabe. Vote: 5-0-0 Motion passed.

## 6. Capital Projects

Discussion- Andy: The Fire Truck Capital Fund is the fire department reserve; the jeep needs to be replaced in the next year. This line has \$25,000 continued from previous years. Road repair is a big increase; there is lots of work to be put into the roads before big paving projects come up. Andy is proposing \$150,000 for this line. Gabe and Janann agree with having this amount for this line. The Road Cap Reserve is what Andy is expecting to receive this coming year. Carrying Place Bridge is at zero this year; there is enough in the reserve currently to get started on the project and through the first year of payments. It was noted that the selectmen rejected all bids for the sidewalk project. It is a challenge creating a design that recognizes all the different types of walking traffic during different times of the day. Gabe: Why were the bids rejected? Andy: one was incomplete, and the others were a lot more expensive than the board had expected. Eric: When DOT came out, they said that it would be at least a \$250,000 project.

This section will be revisited during the next meeting.

## 7. Tuesday's Agenda

- \* Cemeteries
- \* Capital Projects
- \* Public Works
- \*

## Adjourn

**Motion** by Gabe to adjourn the meeting at 6pm. Second: Janann. Vote: 5-0-0  
Motion passed.

Next meeting will be Tuesday, March 28<sup>th</sup> at 4:30pm

*Additional Notes:*