



**BUDGET REVIEW COMMITTEE
MEETING MINUTES
FEBRUARY 20, 2019**

1. CALL TO ORDER

Meeting called to order by Chairman Bill Sawyer at 9:01 am.

2. ROLL CALL

Members present: Bill Sawyer, Carole Aaron, Fred Lynk., Mark MacLeod, and alternates Elaine Cooper and Peter Kahn. Lindsey Perry was an excused absentee.

3. OLD BUSINESS

Review and approve minutes from February 6, 2019 meeting.

Lynk 1st, Aaron 2nd; Vote 5-0.

4. NEW BUSINESS

Began initial review of the 2019-2020 Operating Budgets for Police, Harbormaster, Transfer Station, and Information Services Departments.

The review of the Police Department budget requests represented by Police Chief Patricia Arnaudin generated the following points:

- 1) The impact of the new Police Union contract approved by the Select Board the previous evening was not included in the budget that the BRC had reviewed. The Police Chief was invited to come back to the BRC when the changes required by the new contract were ready to review.
- 2) Comments made about the version of the budget that we did review included concerns for Benefit Pay and Health Insurance costs for the Police Officers increasing by 24.4% and 19.6% respectively, and part time costs increasing by 26.7% and the School Resource Officer costs increasing by 11.7%.
- 3) The BRC examined a new police officer vest that was being requested.
- 4) Non-payroll expenses for the current fiscal year were already at 90% of the budgeted amount, but the Police Chief felt that these expenses would remain within budget at the end of the fiscal year.
- 5) Overall department budget was proposed to increase by 5.8% for next fiscal year.

Fred Mayo led a discussion of the budget requests for the Harbormaster with the following points raised:

- 1) Non-payroll expenses were requested to decrease by 12.3% with the overall department

budget going down by 2.6% due largely to the do it yourself work ethic employed by the Harbormaster.

- 2) Significant repairs were required to the Harbormaster house and to the Ice Breaker, but all were contained in the budget requests.
- 3) A discussion was had on future repairs or replacement of the Perkins Cove Bridge with an engineering review still to be done, as well as an application for grant funding to help allay some of the costs.

John Fusco then led a review of the budget requests for the Transfer Station with the following key points:

- 1) Non-payroll expenses were expected to increase by 12% or \$16,000 due largely to a \$13,000 increase in hauling fees.
- 2) The overall department increase was projected at 2%.
- 3) A shout out was given to Brian Mire of the Public Works Department for repairs made to critical equipment resulting in significant cost savings.
- 4) A lengthy discussion was held on the benefits of changing the current policy of 1 free bag of trash with additional bags costing \$1 to a system where only bags purchased for use at the transfer station would be permitted. It was recommended that the Town Manager bring this discussion to the Select Board for a future meeting and public input.

Jordan Freedman then led a discussion on the budget requests for Information Services with the following key points:

- 1) Payroll was requested to increase to better reflect all the additional time required for the many televised meetings now on WOGT.
- 2) Computer, equipment, and communication costs were all expected to increase.
- 3) It was difficult to fully understand the impact of the requested increases because the BRC wasn't sure if the budget spreadsheet contained all the correct data or if the new requests were being properly compared with the current year's approved budget. Additional review will be required.
- 4) A discussion was held on the need to upgrade the sound and video systems for better TV viewing at home.

5. FUTURE MEETINGS

The next BRC meeting will be on February 27, 2019 at 9:00 am. Initial reviews of the Land Use, Fire, and Public Works Department Operating Budget requests will be held.

6. ADJOURNMENT

Motion to adjourn at 10:50 am:

MacLeod 1st, Lynk 2nd, vote 5-0.

Respectfully Submitted By:

Bill Sawyer