

MINUTES
SEBAGO BOARD OF SELECTMEN-CIP-BUDGET COMMITTEE MEETING
6:00 PM
TOWN OFFICE
TUESDAY, FEBRUARY 12, 2020

**ALL REGULAR BOARD OF SELECTMEN MEETINGS
ARE HELD THE 1ST AND 3RD TUESDAY OF EACH MONTH.**

CALL TO ORDER

The meeting was called to order by Chairman, Tim Mayberry, at 6:00 pm.

I. ROLL CALL

SELECTMEN:

Present: Scott Douglas, Edythe Harnden, Chris Harrington, Tim Mayberry, Chris Parker

CIP COMMITTEE:

Present: Selectman, Scott Douglas, Jim Jansz, Dan Bowe

Absent: Jerry Holt, Barry Jordan, Joseph McMahon

BUDGET COMMITTEE:

Present: Jim Jansz, James Libby, Carol Maddox, Anne Farley, Tim Economides

Absent: Barry Jordan

OTHER MEMBERS:

Present: Town Manager, Michele Bukoveckas, Town Clerk and Recorder, Maureen Scanlon

GUESTS PRESENT: None **II. ADJUSTMENTS TO THE AGENDA**

There were no adjustments to the agenda.

III. CONSENT AGENDA

There was no Consent Agenda.

IV. OLD BUSINESS A. Town Manager's Contract

It was noted that this item was brought back for the Selectmen's vote after some questions were answered after the last meeting.

Scott Douglas made a motion to accept the Town Manager's contract (with an expiration date of 2022) as written with a 3% raise and one extra week's vacation. It was seconded by Chris Harrington. Motion carried with all of the Selectmen in favor.

The Board proceeded to sign the original contract document.

Tim Mayberry turned the meeting over to the Town Manager.

V. NEW BUSINESS A. Municipal Budget for FY 2020-2021

The Town Manager stated that the proposed 2020-2021 budget has an increase of 3% from last year. A large portion of this is due to the fact that the Public Works department will be experiencing a turn over in staff due to the recently submitted resignations of the Director and another employee. There is still an open position that also needs to be filled. Therefore, health insurance coverage must be budgeted for in anticipation of the new employees possibly subscribing to the family plan. If these funds end up not being required, they will roll into the Undesignated Fund Balance (UFB) at the end of the year.

There are currently enough funds in the UFB to allow the amount of \$300,000.00 to be taken from it this year to offset the budget which would then make it a 2% increase from last year.

The Town Manager proceeded to review the proposed budget for each department while noting any major changes from last year. A 3% wage increase has been included for staff members (excluding the Fire Department's fire hours). Other minimal increases or decreases were reviewed with some department's staying the same from last year.

It was noted that the Daytime Rescue department's increase is mostly attributed to coverage being increased to 24 hours/7 days per week. The EMA Director's stipend has been moved from the Fire Department budget to the Rescue budget.

For Public Works, the \$15,000.00 that was unused from last year's budget for Bridges will be returned to the UFB. The Salt/Sand line item has been raised

by \$3,000.00 in anticipation of the yearly price increase in the contract of approximately 3%.

The Selectmen agreed to the proposed Bulky Waste Day expense for this proposed budget as recommended by the Budget Committee in the amount of \$6,500.00. There was some discussion on the increased cost of Recyclables. The Town Manager was asked to look into whether these materials can be included in with the Household Trash which is billed at a lower cost.

The increase in the Recreation department budget includes not only bringing in more programs which means more hours that the Director will be required to work, but also includes \$15,000.00 that the Selectmen requested be added in order to restore the beach area. It was noted that LEA (Lakes Environmental Association) is planning to do milfoil extraction at the beach this year. Wages for the beach have been increased due to the increase in minimum wage this year to \$12.00 per hour and hours have been added for beach coverage. The Portland Water District will be contributing funds towards the beach this year.

The Cumberland County Tax billing process will be changing which will cause an initial substantial jump to cover an extra six-month period (18 months) in order to get back on an annual 12-month time period. This can be spread out over time. The Town Manager suggested a 3-year spread.

The Board of Selectmen, Budget Committee members and CIP Committee members proceeded to approve for recommendation the proposed Town Warrant Articles as appropriate.

Tim Mayberry made a motion to use \$300,000.00 from the UFB to make the overall increase in this year's budget 2% from last year. It was seconded by Chris Harrington. Motion carried with all in favor.

Chris Harrington made a motion to adopt the amended budget as presented. It was seconded by Scott Douglas. Motion carried with all in favor.

Jim Libby made a motion to accept the Budget Committee meeting minutes from February 5, 2020. It was seconded by Jim Jansz. Motion carried with all Budget Committee members in favor.

VI. ADJOURNMENT

Chris Harrington made a motion to adjourn at 7:00 pm. It was seconded by Scott Douglas. Motion carried with all in favor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maureen F. Scanlon". The signature is fluid and cursive, with the first name "Maureen" being more prominent than the last name "Scanlon".

**Maureen F. Scanlon
Town Clerk**