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## FINANCE COMMITTEE

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Joshua Morse, Chair  
Dan Yarumian, Vice Chair  
Shelly Brooks  
Don Marean

### MINUTES OF FINANCE COMMITTEE March 28, 2023 Draft

**Present:** Joshua Morse, Chair; Dan Yarumian, Vice Chair; Don Marean, Shelly Brooks

**Other Attendees:** Dave McCubrey, Mary Hoffman, Jack Rogala (Zoom), Select Board; Martha Huff, Town Clerk; Deb Tefft, Parks & Rec. Director; Bennet Flinner, Select Board Admin. & IT director for Broadcasting

**Call to Order:** A quorum being present, the meeting was called to order at 7:00 PM.

**Review of Minutes:** Minutes for February 21, 2023, were approved by a vote of 3-0-1. Motion to Approve: Marean, 2<sup>nd</sup>: Yarumian  
Discussion: McCubrey mentioned the time between meetings delays approval and subsequently posting of the minutes. Suggested putting draft on website.  
Morse and Board agreed with minutes getting a look over by Board members, possible edits, and then posting as a draft.

**Unfinished Business: NONE**

**New Business:**

**2023-2024 Budget Reviews:**

1. 0104 Town Clerk \$67,000 - Presented by Martha Huff  
Huff mentioned that her budget request originally was 69,000 and worked with Select Board to end up at 67,000.

Motions to Approve: Brooks, 2<sup>nd</sup>: Yarumian, Carried 4-0-0



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2. 0105 Elections \$44,200 Presented by Martha Huff

Morse mentioned most increases seem to be office supplies and wages.

Huff explained that there may be 1 or 2 extra State or Federal elections during that period. Huff also wants to do some extra training and have help to finish up election paperwork by hiring a part time person especially at election time. \$10,000 was added to the budget with an agreement working with the Select Board instead of \$20,000 more originally requested. Huff also said the price of mailing absentee ballots has increased.

Motion to Approve: Yarumian, 2<sup>nd</sup>: Brooks, Carried 4-0-0

3. 1200 Parks & Recreation \$326,112 Presented by Deb Tefft

Morse mentioned it is approximately a 6% increase. Tefft explained that most of the increase is for wages, especially bus drivers. Brooks asked if the previous fall wage increases had helped find and retain counselors. Tefft answered "Yes & No". She mentioned that it was helpful, but the nature of the positions is that of high turnover due to the scheduling and typical employee demographic.

Motion to Approve: Marean, 2<sup>nd</sup>: Yarumian, Carried 4-0-0

4. 1219 Sports Complex \$35,800 Presented by Deb Tefft

Yarumian asked why maintenance request had decreased in light of recent vandalism damage on the fields. Tefft said money to fix current damage should be left in this year's budget. Tefft mentioned that additional barriers are being planned to reduce unwanted access to the fields and the big parking lot gates will remain locked unless the space is needed. Morse mentioned that a security system to cover the whole complex and be accurate enough would be very expensive.

Motion to Approve: Marean, 2<sup>nd</sup>: Yarumian, Carried 4-0-0

5. 1400 Maine PERS/457 \$77,000 Presented by McCubrey

McCubrey explained that the potential cost for full enrollment would be between 112 to 115,000. Proposed budget has about a 10,000 buffer in it to cover and new employees or changes made by current employees. Morse asked what would happen if this article went over the proposed amount. McCubrey replied that the retirement article is included with the other general government articles making it possible for other articles not using all their funds to cover it. Bennet Flinner explained some of the plan options.

Motion to Approve: Yarumian, 2<sup>nd</sup>: Brooks, Carried 4-0-0





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6. 1600 FICA \$124,000 Presented by McCubrey  
No Discussion

Motion to Approve: Yarumian, 2<sup>nd</sup>: Brooks, Carried 4-0-0

### Other Business:

1. Openings on Finance Committee:

Morse mentioned this vacancy and McCubrey mentioned a secretary is also needed. Two applications have been given to Josh to review.

2. Review of Budget Numbers:

Brooks mentioned that last year's retirement appropriations weren't on review. McCubrey will update and resend.

3. School Budget 23-24 update:

Hoffman said that the school administration will be sending two budget proposals to the Budget Advisory Committee for review and to choose. It will be a joint meeting with the School Board. Hoffman believes the increase to Hollis would be 4-6%. Morse and Yarumian questioned the dollar amount to which Marean replied he remembers a number around 363,000. Marean also explained how the school budget works. Brooks asked about how much in new repairs to Hollis Elementary and Hoffman and Marean replied they believe it to be proposed in the 60,000 range as over a million dollars of repairs was done there last year. There is a planned budget presentation from the school administration on the May 3<sup>rd</sup>, Select Board meeting.

The actual school budget article votes will be later in May. Marean mentioned that the school has hired a consultant to evaluate and recommend more repairs or replacement of facilities, therefore, only necessary repairs will be done for now.

4. Investment-Interest Rates:

McCubrey explained that the Treasurer and Select Board have worked with the bank to get a much higher interest rates for the Town 'Sweep' accounts. Work is in progress to put other money such as TIF funds into a new higher interest CD or CDs.

5. Carry Forwards-Audit Update:

Morse introduced them and mentioned the amount going back to the general fund. Morse then asked that state of the general fund. McCubrey answered that it is healthy. Morse asked if there was any thought to use some to offset any tax



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increases. McCubrey replied No as the Board has been trying to let it build up so funds may be used toward a new Town Hall to try to offset borrowing for it.

### **Public Comment:**

Martha Huff: Spoke about having carry forwards and the work being done to organize records in the safe.

Josh Morse: Asked about the Hollis Center Library status. McCubrey replied that they did turn in a citizen petition with enough qualifying signatures to be put on a warrant. McCubrey said it is currently on the draft warrant. Morse asked about the recommendation from the Finance Committee. McCubrey and Hoffman agreed that the earlier recommendation from the Finance Committee should stand and McCubrey said it is on the draft warrant that way.

Martha Huff: Asked if anyone had seen the County budget. McCubrey said he hadn't seen it and they were having an election meeting next week. It is usually later.

Don Marean: Spoke about the State formulas used to determine State Aid to schools is calculated using number of students and value of the Towns. McCubrey mentioned that the State has passed a new "double" density law that may have adverse effects on both factors.

### **Plan for next Meeting:**

TBD when needed

**Adjourn:** 8:01 PM Motion by Dan Yarumian and seconded by Shelly Brooks.

Minutes submitted by Dave McCubrey, Interim Secretary