**Minutes of Budget Committee Meeting 20 February 2017**

**Call to Order:**  A quorum being present, the meeting was called to order at 6:10 PM by Chair Win Williams.

**Roll Call:** Win Williams, Chair; James Dyer, Vice Chair; Rita Anderson; Len VanGaasbeek Jr.; Lenny VanGaasbeek III; Meg Gardner; Martha Turner, Sec. Absent: Jack Rogala.

Select Board: Mike Seely.

**Review of Minutes**: Motion was made and seconded to approve the minutes of 6 February 2017. Motion carried unanimously.

**Correspondence:** None

**Old Business:**

2500 Code Enforcement Officer – tabled from last meeting.

 Questions were raised concerning “incoming fees” being listed in the budget request. Mr. Seely explained that he expects the incoming fees to more than double in the coming year, although the fees actually end up in the general fund. The CEO has become busy enough this year to justify hiring an Administrative Assistant for 20 hours per week. The CEO has chosen not to collect mileage reimbursement temporarily, to free up funding for the new position.

 Mr. Seely explained that in the new fiscal year the Select Board plans to hire a Deputy Code Enforcement Officer as a 6-month temporary position. This will allow the CEO office to keep up with issuing permits and performing inspections in a timely manner, as well as enforcing violations. He emphasized that the number of building permits and inspections will continue to increase as the weather warms up.

 Motion was made and seconded to approve the budget of $71,100 as requested for 2500 Code Enforcement Officer. The motion carried 5-0-1.

**New Business:**

0300 Fire and Rescue

 Mr. Williams asked how the Fire Department is structured. Mr. Seely explained that there are currently only two full-time positions, the Chief and the Deputy Chief. The other fire fighters and EMT’s are either part-time or on-call/per diem, and most work other jobs as well. He emphasized that the Fire Department is now a municipal department, no longer a volunteer department. There are two part-time lieutenants working with the EMT’s. Mr. Seely noted that a minimum of two people are required for every call, and there were 53 calls in the last month, mostly for rescue. A new ambulance will be arriving in April. There are currently 45 Fire Department members.

 Mr. Seely noted that the Fire Department does not generate revenue for the Town. Whenever there is a rescue call, and someone is transported, there is a transport fee of $800. If medications are provided during the call, there will be additional charges. He stated that there are several overdue unpaid rescue bills that have been sent to collection agencies. He emphasized that for anyone enrolled in the town’s new annual Emergency Medical Subscription Plan, there will be no charges for any rescue services.

 Mr. Seely explained that vehicle maintenance costs will be reduced slightly next year, as Scarborough now provides most repairs and services for ambulance and trucks, instead of requiring a trip to Auburn every time. He also explained that the cost of medical supplies is increased because the hospitals no longer provide free supplies to restock the ambulance after each call. The Town must now purchase all supplies.

 Questions were raised concerning the Fire Department’s annual banquet and awards ceremony. Mr. Seely explained that the Town pays for the rental of the hall at the Roost, including food, but not including the cost of alcoholic beverages. This has always been an annual function, and surrounding towns provide mutual aid coverage so all department members may attend.

 Motion was made and seconded to approve $530,713 for 0300 Fire and Rescue. The motion carried 5-0-1.

0900 Health & Sanitation/Solid Waste Disposal

 Mr. Seely stated that the contract for trash collection is now open for bids for a new three-year contract. He also noted that the Town no longer schedules any Bulky Days.

 Motion was made and seconded to approve $235,400 as requested for 0900 Health & Sanitation/Sold Waste Disposal. The motion carried 5-0-1.

1200 Parks & Recreation

 Mr. Seely tonight presented an amended budget request which is actually reduced from the budget submitted originally. Mrs. Anderson made a motion to table 1200 until the next meeting to allow additional time to review the changes. The motion was seconded and discussed. The motion failed 1-3-2.

 Motion was made and seconded to approve $258,966 as requested for 1200 Parks & Recreation. The motion carried 5-0-1.

1219 Sports Complex

 Motion was made to approve $43,314 for 1219 Sports Complex. The motion was seconded and discussed. Mr. Seely noted that the new parking area will have gravel instead of being paved. The motion carried 5-1-0.

2200 Planning Board

 Mr. Seely noted that the Planning Board is becoming more active with more subdivision applications and requests for Conditional Use Permits. He explained that an applicant to the Planning Board pays a fee from which the Town deducts all costs directly related to that applicant, such as advertising for public hearings, paying the Board members, the CEO, and the secretary, as well as outside consultants, such as Southern Maine Planning and Development. If all funds are not spent, the remaining balance is refunded to the applicant at the end of the application process.

 Motion was made and seconded to approve $12,388 for 2200 Planning Board as requested. The motion carried 5-0-1.

2205 Budget Committee

 Motion was made to approve $2,200 which is the same amount that was approved last year. The motion was seconded and discussed. Motion carried 6-0-0.

2210 Board of Appeals

 Motion was made to approve $1,873 as requested. The motion was seconded and discussed. Mr. Seely noted that the Appeals Board has already had three meetings this fiscal year, and more may be forthcoming as violations are discovered and appeals are filed. Motion carried 6-0-0.

2370 Conservation Commission

 Motion was made and seconded to approve $600 as requested. Motion carried 6-0-0.

2400 Saco River Community Television

 Motion was made to approve $15,000 as requested. Motion was seconded and discussed. Len asked for the percentage of the total budget that Hollis pays, and when the percentage was determined. Mr. Seely replied that Hollis pays 10%, as of July 1, 2016. The motion carried 5-0-1.

Other comments:

 In response to questions from previous meetings regarding life insurance, Mr. Seely reported that he has researched Town records as well as MMA records, and he has determined that basic life insurance is included in the health insurance provided to the Town over the years.

**Next Meeting**: Monday 27 February 2017 at 6:00 PM at the Community Building.

**Adjourn:** The meeting was adjourned at 8:05 PM.

Minutes submitted by Martha Turner, Secretary

Approved by Budget Committee 27 February 2017