



BUDGET COMMITTEE

TOWN OF HOLLIS

34 TOWN FARM ROAD

929-8552

Minutes of Budget Committee Meeting 11 January 2016

Call to Order: A quorum being present, the meeting was called to order at 7:08 PM by Dana Gray at the Hollis Community Center.

Roll Call: Dana Gray, Meg Gardner, Len VanGaasbeek Jr., Lenny VanGaasbeek III, Brett Davis Sr., and Jack Rogala.

Select Board Members: Dave McCubrey, River Payne, Roger Hicks

Others present: Rob Hanson, Road Commissioner; and Becky Bowley, Secretary to Road Commissioner

Review of Minutes: Motion was made and seconded to approve the minutes of 12-14-15. The motion carried 6-0-0.

Correspondence: None

Budget Reviews: Six municipal budgets were submitted for review. A motion was made and seconded to have Rob Hanson discuss his two items #0600 and #0601, but postpone a vote until the next meeting. The motion carried 6-0-0.

Mr. Hanson explained that #0600 "Highway" includes such items as ditching, tree removal, brush cutting, culvert repair, and other prep and maintenance work, but does not include any paving projects. This is often used for emergency repairs after storms, and thus its use can be hard to predict. The carryover amount from last year is the result of a Purchase Order that was issued but could not be completed due to insufficient funds. This project was then completed in the new fiscal year.

Mr. Hanson was asked to add two additional subaccounts: brush cutting, and shoulder maintenance. Mr. Gray also asked for last year's actual expenditures to be broken down by the categories listed on Mr. Hanson's "Sheet 1": grading dirt road, culvert replacements, brush cutting, ditching, tree removal, road sign replacement, patching, mowing road shoulder, and shoulder maintenance. In response to inquiry from Ms. Gardner, Mr. Hanson noted that Hollis has approximately 66 miles of roads: 24 miles of State roads, and 42 miles of Town roads including 8 miles of dirt roads.

Mr. Gray expressed concern about having Ms. Bowley participating in these budget discussions, due to a possible conflict of interest between RMDL (a.k.a. Pleasant Hill Excavators) a primary contractor performing Town Work and the duties of the Office of the Road Commissioner, and suggested her comments be saved for "public comment" at the end of the meeting. Mr. Hanson explained that as his secretary, she has detailed knowledge of all budget items. After discussion among all members, the consensus is that her input is important to these discussions and should be encouraged at any time during the meeting, instead of at the end under public comment.

Motion was made and seconded to postpone preliminary approval of 0600 until the next meeting, when additional detailed information will be provided. Motion carried 6-0-0.



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Motion was made and seconded to discuss #0601, Paving. Motion carried 6-0-0.

Mr. Hanson explained that the \$7,587 listed under "Refunds" is the amount paid to the town from Waterboro, to cover that town's portion of repaving Whitehouse Road.

Mr. Hicks noted that the Hollis Road Committee will be meeting with the Road Commissioner to determine which roads will be the priority for paving in the spring. According to the State, the town should be designating two miles of road for resurfacing each year.

Ms. Gardner asked if the two new subdivisions will add enough traffic to require road repair or upgrades. Mr. Hanson answered "no" because these are residential projects instead of commercial, and will not generate large amounts of traffic.

Ms. Gardiner asked if the budgets for 0600 and 0601 could be combined. Mr. Hanson explained the differences between the two, for example, a road must be maintained on a regular basis, whether or not it is going to be paved in the same year.

Mr. Gray, Mr. Hanson, and Ms. Bowley discussed ways to communicate with the Treasurer on a regular basis to detail exactly which expenses go into which categories and subaccounts. The Road Commissioner should have a spreadsheet which can be updated on a regular basis.

Mr. Gray will compile a list of questions for the Road Commissioner to clarify budget details. Motion was made and seconded to postpone preliminary approval of 0601 until next meeting. Motion carried 6-0-0.

Motion to review 0150 Legal, presented by Mr. McCubrey. The amount requested is \$4,000 less than last year's. Moved and seconded for preliminary approval of \$8,000 for 0150 Legal. Motion carried 6-0-0.

Motion to review 0900 Health and Sanitation (Solid Waste Disposal). Mr. McCubrey noted that the town's contract with EcoMaine has one more year before renewal. He also pointed out that this year's request is \$2,000 less than last year's. Moved and seconded for preliminary approval of \$231,000 for 0900. Motion carried 5-0-1.

Motion to review 2298 Veterans' Flags, presented by Mr. McCubrey. The amount requested is the same as the previous three years. Moved and seconded for preliminary approval of \$700 for 2298. Motion carried 6-0-0.

Motion to review 2395 Twelve Town Group, presented by Mr. McCubrey. The amount requested is \$100 higher than last year's, due to a correction of what the town should actually have been paying previously. Mr. McCubrey explained that the Twelve Town Group provides learning opportunities, including interfacing with state legislators, SMPDC, and others. The Group was helpful in regaining Waterboro's agreement to allow Hollis to use their transfer station. Last year Governor LePage spoke at the Waterboro Fire Department, sponsored by Twelve Town Group. Moved and seconded for preliminary approval of \$300 for 2395 Twelve Town Group. Motion carried 6-0-0.



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New Business: Mr. Gray noted that Mr. Troy Hanson, a Budget Committee member elected in 2015, has not attended any meetings, nor has he responded to Mr. Gray's communications. As required for any member missing three consecutive meetings, Mr. Gray declared his seat vacant, and asked the Select Board to appointment a replacement. Moved and seconded to approve Mr. Gray's action. Motion carried 6-0-0.

Mr. Gray presented a draft worksheet outlining his proposed budget for 2205 Budget Committee. After discussion, the Committee determined that two members will not be taking their stipend.

Under "Items of Interest" Mr. Gray reported that the Long Range Planning Committee is working with SMPDC on a Memorandum of Understanding regarding Comp Plan revision and TIF amendment.

Next Meeting: Committee members received the following budgets for review on 1-18-16: 2500 Code Enforcement (Bob Cyr), 0800 Salmon Falls Library (Mary Weyer), 0103 Treasurer (Diane Meserve), and 0106 Tax Collector (Anna McClay). Three additional budgets will be presented by the Select Board: 1800 Animal Control, 2000 Street Signs, and 2308 Veterans' Graves.

Mr. McCubrey indicated that 0300 Emergency Services is expected to be ready for review on January 18.

Adjourn: The meeting was adjourned at 9:10 PM.

Minutes submitted by Martha Turner, Executive Secretary.
Approved by Budget Committee 1-18-16