

Lee Advisory Budget Committee

Minutes of the Meeting on December 14, 2016

Advisory Budget Committee (ABC) Members present: Chairwoman Alice MacKinnon, Pat Barbour, Scott Bugbee and Cord Blomquist

ABC Members not present: None

Others Present: None

1. Chair MacKinnon called the meeting to order at 7:14pm.
2. The Committee is discussing the proposed budget for next year.
3. Scott Bugbee reviews the salary allocations for next year which will be approximately \$1.45 million. He has asked the department heads to double check this document for accuracy.
4. The group begins where they left off reviewing the detail budget worksheets: Assessing, Legal Fees, Personnel Administration (Insurance number question), Planning and Zoning (Legal expense question), Government Buildings (including Energy \$700 and Energy \$9200), Cemetery, Property Liability (reduce by \$3005 per TA Glover).

Police Department (Administrative Asst salary increase) The PD's overall budget is increasing by \$50k. Chairwoman MacKinnon wants to discuss the additional position further. Scott Bugbee is not in favor of another position. He is at 7 full-time and a part-time right now. Scott Bugbee does not think that the other Board members are inclined to expand the police department more. The focus is on the Fire Department this year because their need is more right now.

Fire Department; Chairman MacKinnon does not think that \$13hr is enough for a firefighter. The ABC is in favor of the incentive program that the Fire Chief has put forward. The ABC agrees that the Fire Chief salary should be \$70k.

Code Enforcement wants to increase building inspector to full-time. Last year Ms. Rossi asked the Board for \$20k for this position and the Board rejected that request. The Board said that if she found she needed more time to come back to the Board and she never did. At his time he works about 20hrs per week. Chairwoman MacKinnon does not think that it is warranted at this time. He is only the building inspector. He is not doing code enforcement. Scott Bugbee thinks he is busy but not that busy. He has been issuing a lot more building permits. Mr. Bugbee is not in favor of making him full-time. The ABC decides to leave this position the way it is. This position makes \$24.48. They remove the over-time line and agree on \$25,500 for his salary line.

Emergency Management Director is Scott Nemet and EM Assistant is Caren Rossi.

Highway Department is asking for \$175,000 for paving but he will need more to catch up per Scott Bugbee. He suggests allocating another \$25k to paving. The ABC agrees.

The Transfer Station Manager will be retiring next June per Scott Bugbee. He knows of two people who are interested in this position; one on the inside and one on the outside.

Solid Waste cost will still be \$927.21. The hauling rate has gone down to \$65.89. They plan on taking a street light out that is at the transfer station which costs \$1600 per year.

Animal Control is what the Town gets charged for loose animals taken to the vet.

The ABC agrees that the Big Brother Big Sister program should be taken out because it does not fit the criteria.

The TA would like to move \$5000 from the Welfare Officer's salary to the assistance line. The salary money is not all being used. The Town has paid for 3 funerals this year.

The ABC agrees to take out the program coordinator position that the Recreation Commission has asked for in their budget. Pat Barbour updates Cord Blomquist on a comment that the rec commission made which was they didn't know how to do programming so they should hire someone to do it. She sees how hard other volunteers work in their committees she cannot see hiring someone to do their work. Mr. Blomquist concurs. The Fair is not asking for any money in their budget this year.

Scott Bugbee points out that health, dental, retirement and heat needs to be moved over to the Library budget.

When they reach the patriot purposes line, Mr. Bugbee lets them know that the 250th is going to ask the Board permission to put up 18 American Flags on the poles throughout town. Chairwoman MacKinnon thinks that they have to be eliminated at night. Scott Bugbee says that other towns around hang flags in their town without lights. The 250th would also like to put up a flag pole at the pavilion.

The ABC briefly discusses the leave pay liability should everyone leave at the same time. This fund has about \$127,386 in it. (*ed. the actual balance in the Accrued Benefits CRF is \$57,634.10.*) The highest paid out amount would be for the TA. Alice asks if her contract could be re-written so that this liability is not so high. Scott Bugbee indicates that it can, but not until next year. Her contract was automatically renewed this year.

The group has a discussion surrounding the Trustees and how they invest.

Pat Barbour wants to discuss who's in charge of trust funds. It is ultimately up to the Board what is presented and what is not presented in the budget. Scott Bugbee states that the Board is not inclined to fund the Conservation Commission land acquisition line this year.

Scott Bugbee states that the fund balance is \$2,070,000 as of July 1, 2016.

The group discusses what the Select Board and the Facilities Committee has been doing and where they stand at this point. They have reduced the options to 4.

The ABC is in favor of the Fair Committee's warrant article to raise money for fireworks in Lee.

5. Scott Bugbee informs the group that there has been a Petition Warrant Article submitted to rescind SB2 and the signatures have been verified.
6. Scott Bugbee will make the changes and send them out to everybody. Comments came be made directly to Scott but not amongst each other. They will meet again on Monday, December 19th at 6pm. Chairwoman MacKinnon makes a motion to adjourn the meeting. The motion was seconded by Pat Barbour. The meeting was adjourned.

Minutes transcribed by:

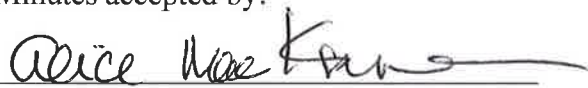


Denise Duval, Town Secretary

11/13/17

Date

Minutes accepted by:



Alice MacKinnon, Chairwoman