

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL WORKSHOP
TUESDAY, MAY 27, 2008
TOWN HALL CHAMBERS**

The Old Orchard Beach Town Council held a Workshop on Tuesday, May 27, 2008 at 7:00 p.m. to discuss the following budgets:

20101 – Town Council; 20102 – Manager/Administration; 20103 – Legal Services; 20115 – Town Hall Maintenance; 20117 – Miscellaneous Expense; 20118 – Contingency; 20119 – Insurances; 20116 – York County Tax; 20197 – Debt Service Principal; 20198 – Debt Service Interest; 20223 – Transfer to TIF Fund; 20201-20205 – CIP; revisit any prior budgets as needed.

Present were:

**Councilor Robin Dayton
Councilor Roxanne Frenette
Chairman James Long
Vice Chair Shawn O'Neill
Councilor Sharri MacDonald**

Revisitation of the Town Clerk's Budget request and also the Planning/Code Budget were brought forward from the May 21st meeting.

Discussions among Council members on the various housekeeping accounts noted above.

Code Enforcement and Planning suggested budget changes
May 2008 by Gary Lamb/Mike Nugent

1. Eliminate old Caroline Segalla planner position. Move Jessica Wagner (present salary of \$34,320) into Caroline's former salary of \$39,654 within same planning account #20110/50106.

Justification...Jessica took over most of Carolinas work with GIS and grant writing in addition to her Planning Board and Design Review Committee preparation. I do not want to lose her and I know she is grossly underpaid for what she is doing.

2. Move the \$34,320 salary line discussed above from planning (20110/50106), increase by \$5680 to make an even \$40,000, and put in code enforcement account #20113/50106 to restore the full time assistant CEO...(still keeping part-time asst. CEO Alan Borg at 20 hours per week in his position.)

This \$40,000 assistant CEO position with benefits will total approximately \$53,000 according to Jill...but will only require \$6731 in new tax appropriations for salary and benefits.

Justification...Neither Mike Nugent nor I have been here long but we both see many facets of inspection work here that is not being done properly or done at

all...(adequate time to conduct regular inspections of building permits, subdivisions and site plans and time to work with contractors to address them before they get "covered over" or forgotten.)

Our record keeping and follow up is better than the stories I hear from the late 1990's...but we still can improve our file content and quality of information. Our goal should be to have a file complete enough so a complete stranger could pick it up 10 years from now and reconstruct the timeline of development/construction.

There was a consensus for the above request.

Discussions of an additional person for the Town Clerk's department and the assuming of the duties held by other Town Clerks of responsibility for agendas, commentaries and packets for Town Council. There was a consensus for that position.

Changes to Proposed FY 2009 Budget

From Workshop of 4/22/08:

PUBLIC WORKS

Increase bottom line by \$90,000 as listed below:

20151-50102	Regular Employee Salary	\$ 50,000	Increase of	\$50,000	
20151-50201	FICA & Medicare	\$ 55,359	Increase of	\$ 3,825	
20151-50203	ICMA	\$ 13,748	Increase of	\$ 2,500	
20151-50210	Health Insurance	\$120,225	Increase of	\$12,025	
20151-50211	Dental Insurance	\$ 5,621	Increase of	\$ 650	
20151-50212	IPP Insurance	\$ 5,791	Increase of	\$ 550	
20151-50230	Clothing Allowance	\$ 6,950	Increase of	\$ 450	
20151-50300	Professional Services	\$ 40,000	Increase of	\$20,000	
20151-50310	Service Contracts	\$100,000	Increase of	\$10,000	
20151-50452	Operating Equip Repair	\$ 7,000	Decrease of	\$ 5,000	
20151-50511	Grounds Maintenance	\$ 40,000	Decrease of	\$ 5,000	

Total Public Works Budget with Changes \$ 1,593,114

From Workshop of 4/23/08:

WASTE WATER

Decrease bottom line by \$7,500 as listed below:

20161-50336	Equipment Rental	\$ 2,500	Decrease of	\$ 2,500
20161-50501	Operating Supplies	\$ 55,000	Decrease of	\$ 5,000

Total WWTP Budget with Changes \$ 1,079,115

From Workshop of 4/29/08:

LIFEGUARDS

Increase bottom line by \$1,620 as listed below:

20137-50103	Seasonal Employee Salary	\$ 8,970	Increase of	\$ 1,120
20137-50452	Operating Equip Repair	\$ 2,500	Increase of	\$ 500

PUBLIC SAFETY COMPLEX

Increase bottom line by \$11,460 as listed below:

20136-50400	Electricity	\$30,000	Increase of	\$11,460
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FIRE/RESCUE

Increase bottom line by \$16,000 as listed below:

20138-50106	Full Time Employee Wages	\$600,000	Increase of	\$50,000
20138-50107	Part Time Employee Wages	\$131,250	Decrease of	\$43,750
20138-50201	FICA & Medicare	\$ 81,325	Increase of	\$ 3,825
20138-50202	MSR	\$ 38,500	Increase of	\$ 2,000
20138-50210	Health Insurance	\$136,925	Increase of	\$ 3,925

POLICE DEPARTMENT

No change in bottom line. Transfer Animal Control, all lines except those associated with the shelter to Police Department.

New Police Bottom Line \$1,915,820

New Animal Shelter (formerly Animal Control) \$ 5,225

From Workshop of 5/21/08:

LIBRARY

Increase bottom line to Departments request \$227,773

HISTORICAL SOCIETY

Increase bottom line by \$756 as listed below:

20177-50405	Heating Fuel	\$4,756	Increase of	\$ 756
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BOARD OF REGISTRATION

Increase bottom line by \$400 as listed below:

20109-50500	Admin/Office Supplies	\$ 1,500	Increase of	\$ 300
20109-50501	Operating Supplies	\$ 400	Increase of	\$ 100

RECREATION

Increase bottom line by \$2,500 as listed below:

20171-50312	Scholarships	\$7,500	Increase of	\$2,500
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AGENCIES

Decrease bottom line by \$3,750 as per list below.

From Workshop of 5/27/08:

TOWN MANAGER

Decrease bottom line by \$1,300 as follows:

20102/50101	Department Head Salary	\$83,500	Decrease of	\$1,300
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TOWN CLERK

Increase bottom line by \$41,000 as follows:

20107/50106	Full time wages	\$25,480	Increase of	\$25,480
20107/50201	FICA & Medicare	\$ 7,910	Increase of	\$ 1,950
20107/50203	ICMA	\$ 3,989	Increase of	\$ 1,274
20107/50210	Health Insurance	\$18,000	Increase of	\$11,600
20107/50211	Dental Insurance	\$ 835	Increase of	\$ 640
20107/50212	IPP Insurance	\$ 636	Increase of	\$ 56

PLANNING

Decrease bottom line by \$50,915 as follows:

20110/50106	Full Time Employee Wages	\$39,680	Decrease of	\$34,320
20110/50201	Face & Medicare	\$ 7,960	Decrease of	\$ 2,625
20110/50203	ICMA	\$ -	Decrease of	\$ 1,985
20110/50210	Health Insurance	\$16,760	Decrease of	\$11,190

20110/50211	Dental Insurance	\$ 531	Decrease of	\$ 469
20110/50212	IPP Insurance	\$ 1,082	Decrease of	\$ 326

CODE ENFORCEMENT

Increase bottom line by \$57,646 as follows:

20113/50106	Full Time Employee Wages	\$92,820	Increase of	\$40,000
20113/50201	Face & Medicare	\$13,885	Increase of	\$ 3,385
20113/50203	ICMA	\$ 7,160	Increase of	\$ 2,000
2011350210	Health Insurance	\$39,129	Increase of	\$11,194
2011350211	Dental Insurance	\$ 1,512	Increase of	\$ 642
2011350212	IPP Insurance	\$ 1,525	Increase of	\$ 425

**CHANGES TO FY 09 PROPOSED BUDGET
THROUGH BUDGET WORKSHOP 5/27/08**

DEPT	CHANGE	DESCRIPTION
Town Council	\$ -	no change
Town Manager	\$ -	reduce Managers salary to 83,500
	(1,300.00)	
Legal	\$ -	no change
Tax Collection	\$ -	no change
Finance	\$ -	no change
Assessing	\$ -	no change
Town Clerk	\$ -	Increase \$41,000, Full time position plus benefits
	41,000.00	
Elections	\$ -	no change
Registrar	\$ -	Increase \$400. Return to Departmental Request
	400.00	
Planning	\$ -	Transfer position to code.
	(50,915.00)	
Planning Board	\$ -	no change
Design Review Committee	\$ -	no change
Code Enforcement	\$ -	Transfer from Planning for Asst CEO. Net increase \$6,731.
	57,646.00	
Zoning Board of Appeals	\$ -	no change
Town Hall Building Maintenance	\$ -	no change
York County Tax	\$ -	no change
Miscellaneous	\$ -	no change
Contingency	\$ -	no change
Insurance	\$ -	no change
Police Department	\$ -	No \$ change, move Animal Control budget, except items related to shelter.
Parking Enforcement	\$ -	no change
Communications	\$ -	PSAP Contract Inadvertently left out by Jill
	11,700.00	
Emergency management	\$ -	no change
Animal Control	\$ -	no \$ change, move all items except building to Police Dept 20131
Public Safety Complex	\$ -	Increase Electricity to \$30,000
	11,460.00	
Lifeguards	\$ -	Increase \$1,620, Salary by \$1,120 and Equip Repair \$500
	1,620.00	

**Town of Old Orchard Beach
Agency Requests FY2009**

	Agency Request	Approved Last Year	Council Proposed
American Red Cross	\$ 1,500	\$ 1,000	\$ 1,000
Biddeford Free Clinic	\$ 500	\$ 500	\$ 500
Caring Unlimited	\$ 1,870	\$ 1,500	\$ 1,500
Chamber of Commerce	\$ 2,675	\$ 2,675	\$ 2,675
Community Bicycle Center	\$ -		\$ -
Community Resolution board	\$ 500	\$ 500	\$ -
Community Watch Council	\$ 6,204	\$ 500	\$ 1,000
Eastern Trail Mangement District dues	\$ 5,000	\$ 5,000	\$ 5,000
Firefighters Halloween Program	\$ 750	\$ 750	\$ 750
Fourth of July Fireworks	\$ 10,000	\$ 10,000	\$ 10,000
Home Health Visiting Nurses of Southern Maine (formerly Visiting Nurse Service)	\$ 2,000	\$ 1,000	\$ 1,000
Junior Achievement	\$ 1,000	\$ 500	\$ 1,000
Memorial Park Committee	\$ -	\$ 5,000	\$ -
Pine Tree Chapter Organ Society		\$ 4,500	\$ -
Salvation Army	\$ 3,500	\$ 2,000	\$ 3,500
Sexual Assault Response Services	\$ 1,000		\$ 1,000
SMMC Visiting Nurses	\$ 1,000		\$ -
Southern Maine Agency on Aging	\$ 5,722	\$ 2,150	\$ 2,150
Southern Maine Parent Awareness	\$ 250		\$ -
United Methodist Church Food Pantry	\$ 2,500	\$ 1,250	\$ 2,500
VNA Home Health Care	\$ 500		\$ -
Woodfords Family Services	\$ 600		\$ -
York County Child Abuse & Neglect Council, Inc.	\$ 1,050	\$ 1,000	\$ 1,000
York County Community Action	\$ 3,000	\$ 2,000	\$ 3,000
York County Shelters, Inc.	\$ 1,000	\$ 500	\$ 1,000
Total requested	\$ 52,121	\$ 42,325	\$ 38,575

The Chairman adjourned the meeting at 8:35 p.m.

ADJOURNMENT

Respectfully Submitted,

**V. Louise Reid
Town Council Secretary**

I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of seven (7) pages is a true copy of the original Minutes of the Town Council Budget Workshop of May 27, 2008.

V. Louise Reid