

**Town of Old Orchard Beach  
Finance Committee Meeting Minutes  
Wednesday, February 1 at 6:30 PM  
Town Hall - Town Council Chambers**

Present: Jim Duclos, Michael Gray, Neal Weinstein, John Bird (proposed new member)

Absent: Jerome Plante, Reza Namin, Larry Littlefield

1. Committee Introductions and Staffing Updates

*The committee will be welcoming a new member, John Bird, who should gain approval from the Town Council at the next meeting. At that time, Neal Weinstein will also be re-appointed. (Welcome aboard, Mr. Bird.)*

*Our new Town Finance Director, Catherine Saltz, is still getting to know the Town's finances and financial procedures. She is joined by a new Payroll Clerk (and Human Resources Specialist), Tammy Lambert.*

*Committee members are encouraged to contact our new staff members to meet them on their own. The committee discussed the idea of inviting the finance staff to a meeting at some point. Michael Gray also mentioned that he would be willing to act as a go-between for any needs from the Finance Department as well.*

*The Town Council is close to choosing a new Town Manager, too.*

2. Election of Officers for 2012

*Michael Gray was nominated and approved as the Chair of the Finance Committee for 2012.*

3. Budget Process and Upcoming Charter Changes Approved by Electorate

*The Finance Committee is now a "Charter level" committee and has new obligations under the charter. Section VII of the new charter, which is effective July 1, 2012, houses the changes that will affect the Finance Committee. The most obvious change is that the Finance Committee will now serve as the Capital Improvement Program (CIP) Review Committee. Finance Committee members are encouraged to look at the new charter in anticipation of these new duties.*

*Several other changes are also present. First, the budget will be considered a "line-item" budget. Second, the budget will now allow for designated funds with a stronger set of stipulations to ensure that funds are being spent on the proper items. The budget process itself will also be changing under the new charter.*

4. Review current Budget and Budget forecasts

*The FY12-13 Budget is being prepared now. The budget must be presented to the Town Council by the end of March. Department Heads have reportedly submitted their requests all ready.*

*The forecast for the budget continues to be weak. The general economy of the area continues to be flat as well as overall job growth. The housing market continues to be relatively slow. That fact, coupled with the continued debt crisis in Europe, could point to a weak economy for the foreseeable future.*

*As for our local budget forecast, we expect to see a continued suppression of revenue sharing from the State of Maine. We are also under the impression that our share of the York County budget may be increasing. Due to the cessation of federal grant and stimulus programs, we also expect the RSU budget to be adversely affected.*

*All of these external forces will cause strain on our own budget. But internal forces are at work as well. New contracts with union workers and larger salaries for some of our newer staff members may also contribute to mounting pressure on our local budget. We also be paying our first full year of bond payments on the public safety building and may see payments on the bond for the new library before the end of the upcoming fiscal year. Firm figures regarding overall income and expenses from the Ballpark are also in flux.*

5. Establish Meeting Schedule

*It was decided that regular meetings will be held on the first Wednesday of each month at 6:30 PM. Finance Committee members may also be asked to attend Town Council meetings and workshops at various times.*

6. Other concerns

*Various Finance Committee members and private citizens in attendance discussed certain points regarding finance, the budget, and the budget process.*

7. Adjourn



Michael Gray, Chair