

Board of Selectmen WORKSHOP/MEETING

Downstairs Meeting Room

**February 28, 2022
9:00a.m.**

Board Members Present: Carmen Lone, Chairman; Glenn R. Zaidman, Vice Chairman; G. Frederick Packard; Robert McHatton and Paul Tworog. **Absent:** None

Administration Present: Robert A. Peabody Jr., Town Manager; Georgiann M. Fleck, Deputy Town Manager; Holly Heymann, Finance Director; Jenna Domer, Deputy Finance Director and Nikki Hamlin, Administrative Assistant.

The meeting was also virtual so the public could monitor but could not participate in the budget meeting process unless they made a request to the Chairman for permission to speak.

1. Call to Order

Chairman Lone called the meeting to order at 9:00a.m.

2. Pledge of Allegiance

The Board recited the Pledge of Allegiance

3. Budget Workshop

a. Introduction and overview of the proposed budget

Review of Cost Centers with Department Heads

Account 071 Recreation

Gary Colello, Recreation Director, was present representing Recreation.

Recreation Director Colello gave the Board a PowerPoint presentation.

Member Tworog said how do you support the salary increases for you and the Deputy? Town Manager Peabody said Recreation Director Colello is salary and does not just put in 40 hours, he averages 50 or more hours a week. He is dedicated to the programs and creates new programs to enhance recreation. You also have to take into consideration what recreation does for economic development of the Town. Member Tworog said maybe we need to look at the programs and determine if we want to continue to offer some of the programs as a way to keep costs in line with surrounding towns like Casco. Town Manager Peabody said you can't base a department and their increases on surrounding Towns because they may not have the resources like we have such as the number of public beaches and the programs we offer which are unique to Bridgton which is based on the need specifically of our Town. Member Tworog said maybe we need to determine what the basic need is. Member McHatton said I look at the people that work for the Town, the departments they represent and how they represent them, the resources they offer and the programs they offer and recreation is a huge part of our Town and people have come to rely on it.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 071, Recreation, in the amount of \$525,308. (4 Approve / 1 Oppose - Tworog)

The Consensus of the Board was to approve the increase in salary for the Recreation Director. (4 Approve / 1 Oppose - Tworog)

The Consensus of the Board was to decrease the request for a salary increase for the Deputy Recreation Director from the 45% increase to a 25% increase.

Account 077 Ham Complex

David Madsen, Public Services Director and Gary Colello, Recreation Director, was present representing Ham Complex.

Town Manager Peabody said there was a vote several years ago by the citizens of Bridgton to take on the Ham Complex and the Board recently supported that by a unanimous vote.

Member Tworog said I am concerned with the request for 2 employees and the perception of distorting the needs of the facility. Chairman Lone said this is the first year of the operation of this facility so we really don't know the needs and costs yet. A budget has been put together based on the Department Heads experience and what the basic needs are going to be to operation this facility.

Vice Chairman Zaidman said why didn't you include this in the Recreation budget? Public Services Director Madsen said we discussed that option but decided it was important to keep it separate to show costs for this particular department.

The Consensus of the Board was to reduce account line 1-1020 "hourly" from \$75,982 to \$58,302 by reducing the recreation hours from 2080 to 1040.

The Consensus of the Board was to reduce account 4-4280 "Contracted Services" from \$25,000 to \$18,000.

The Consensus of the Board was to decrease account 077, Ham Complex, from \$115,724 to \$91,044. NOTE: A reduction in the salary line 1-1020 will also change account 2-2010 FICA.

Account 018 Town Hall

David Madsen, Public Services Director, was present representing Town Hall.

Public Services Director Madsen said in account line 5050 "building repair" we can carry forward excess funds from the previous year.

The Consensus of the Board was to reduce account 5-5050 "building repair" from \$13,000 to \$6,500.

The Consensus of the Board was to decrease account 018, Town Hall, from \$35,975 to \$29,475.

Account 015 Municipal Complex

David Madsen, Public Services Director, was present representing Municipal Complex.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 015, Municipal Complex, in the amount of \$115,838.

Account 051 Public Works

David Madsen, Public Services Director, was present representing Public Works.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 051, Public Works, in the amount of \$881,013.

Account 052 Town Garage

David Madsen, Public Services Director, was present representing Town Garage.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 052, Town Garage, in the amount of \$30,562.

Account 053 Vehicle Maintenance

David Madsen, Public Services Director, was present representing Vehicle Maintenance.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 053, Vehicle Maintenance, in the amount of \$378,487.

Account 054 Transfer Station

David Madsen, Public Services Director, was present representing Transfer Station.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 054, Transfer Station, in the amount of \$667,072.

Account 073 Cemeteries

David Madsen, Public Services Director, was present representing Cemeteries.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 073, Cemeteries, in the amount of \$58,192.

Account 074 Parks

David Madsen, Public Services Director, was present representing Parks.

Vice Chairman Zaidman said will the town be able to do our own beach testing once the lab is built? Public Services Director said we will access that possibility once the lab is built.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 074, Parks, in the amount of \$222,780.

Account 076 Pondicherry Park

David Madsen, Public Services Director, was present representing the Pondicherry Park budget.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 076, Pondicherry Park, in the amount of \$5,400.

Account 294 Capital Expenditures

Bob A. Peabody Jr., Town Manager, and David Madsen, Public Services Director, was present representing Capital Expenses.

Member Tworog said we both agree that the 2022 budget shows over a million dollars. Town Manager Peabody said that includes a carry forward. Member Tworog said will the carry forward get spent or carried forwarded again? Town Manager Peabody said it will get spent.

Vice Chairman Zaidman said what was wrong with the boiler (7103)? Public Services Director Madsen said the boiler needs to be replaced. I am going to carry forward any remaining balance to cover the purchase.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 294, Capital Expenditures, in the amount of \$625,000.

014 Community Development

Linda LaCroix, Community Development Director, was present representing Community Development.

Community Development Director LaCroix said account 5-5160, cell phone, should be \$480 NOT \$207.

Chairman Lone said regarding 4-4030, Memberships, I would suggest that you determine which ones are more important. Community Development Director LaCroix said most of these have been historically carried forward. Chairman Lone said most of these are not for the municipality. Community Development Director LaCroix eliminated Economic Development Council of Maine \$100; Maine Philanthropy Center \$250; Maine Community Development Association \$100 and Other memberships to be determined \$250.

Member Tworog said what keeps legal fees under control? Town Manager Peabody said some things that require legal opinions can't be controlled but ultimately the Department Head is responsible.

Vice Chairman Zaidman said have you considered a Bridgton app, that would eliminate paper brochures but still a way to promote Bridgton. Community Development Director LaCroix said we could do a digital app. Chairman Lone said what does it take to get a digital app going? Vice Chairman Zaidman said I would think whoever hosts our website could assist with that. Chairman Lone said the Comprehensive Plan is the big project for the next two years.

Member Tworog said under Community Events I am not in favor of supporting Music on Maine because that is a for profit endeavor and we already support the event with other Town resources.

The Consensus of the Board was to decrease the new account, Community Events, by \$10,500

The Consensus of the Board was to decrease account 014, Community Development, from \$221,750 to \$210,803.

013 Code Enforcement Officer

Brenda Day, Code Enforcement Officer, was present representing Code Enforcement Office.

Account 1-1020 - Hourly - There was an error in the market adjustment amount for the Administrative Assistant/LPI. Therefore, the description and amount were reflective in increasing the line from .30 to \$24.00.

Account 7-7300, Vehicle - David Madsen, Public Services Director, said I confirmed with Scott Smith, Mechanic, that the current vehicle the Code Enforcement Officer uses can be used for another year. This line was reduced from \$35,000 to \$0.00

The Consensus of the Board was to decrease account 013, Code Enforcement, from \$191,953 to \$157,292.

022 Boards

Brenda Day, Code Enforcement Officer, was present representing Boards.

Vice Chairman Zaidman said several Board of Selectmen members have, or are turning in, their iPads so these can be repurposed.

Consensus of the Board was to reduce account 3-3050 from \$4,200 to \$0.00

Vice Chairman Zaidman said most classes are being held remotely so there is little to no travel needed.

The Consensus of the Board was to reduce account 6-6190 from \$250 to \$0.00

The Consensus of the Board was to decrease account 022, Boards, from \$26,014 to \$21,564

017 Town Clerk

Laurie Chadbourne, Town Clerk, was present representing Town Clerk.

Member Tworog said we have an adequate amount of staff but we could consider cutting their hours by 10% by closing Friday afternoon and not having office hours. Employees would get the same amount of pay and sometimes they would rather do that than a pay increase.

Vice Chairman Lone said I think it is unfortunate that the budget reflects a 15% increase and 10%. I have no problem with a 9% increase. How many elections do you do? Town Clerk Chadbourne said definitely 3. Vice Chairman Zaidman said what if this goes to the voters and they turn it down? Member McHatton said I can defend any, and all, raises that are requested. We as a Board have the responsibility of employee retention and paying them for what they do.

Town Manager Peabody said if you decide to do secret ballot you get upwards of 1,000 people not just 40-70 deciding on the overall budget.

Member Tworog said present the warrant with individual accounts so the taxpayers know what they are voting on.

Account 4-4030 "Memberships" was decreased from \$1,050 to \$250.

The Consensus of the Board was to decrease account 017, Town Clerk, from \$250,751 to \$247,259.

012 Assessing

Laurie Chadbourne, Town Clerk, was present representing Assessing.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 012, Assessing, in the amount of \$58,000.

016 General Assistance

Laurie Chadbourne, Town Clerk, was present representing General Assistance.

Town Clerk Chadbourne said the stipend's have not been increased for at least 6 year therefore I am requesting an increase to \$5,000 for the Administrator and \$1,000 for the Assistant.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 016, General Assistance, in the amount of \$23,484.

031 Police Department

Phil Jones, Police Chief, was present representing the Police Department

Member McHatton said how many cruisers does the department currently have? Chief Jones said 7.

Member McHatton said how many police officers in the department? Chief Jones said 10.

Vice Chairman Zaidman said in account 7-7300, Vehicles, you are requesting \$72,713. Chief Jones said that includes 26,713 for equipment and 46,000 for vehicle for a total of 72,713.

Chairman Lone said in account 7-7200 you show a police K9 unit for \$8,000 which I am not in favor of. Chief Jones said drugs are an issue and having the presence of a K9 is a deterrent. It also is beneficial when we are searching an area. It also diffuses a difficult situation when a K9 shows up. There is value to having a K9 unit on the force. Vice Chairman Zaidman said who would run the program? Chief Jones said it would be one of my current officers. Vice Chairman Zaidman said if they are called out special it would result in overtime. Chairman lone said what does the \$8,000 cover? Chief Jones said the dog and one officer. Vice Chairman Zaidman said what happened to the K9 unit the department had? Chief Jones said there have been two. One dog retired and the other one the officer left the force and it was decided not to continue the program.

Discussion ensued regarding account 7-7200 and speed control signs.

The Consensus of the Board was: Chairman Lone said I don't agree with adding two more signs or the K9 unit; Member McHatton said I agree with adding two more signs and a K9 unit; Member Tworog said I don't agree with two more signs, I think the current one could be moved around; Member Packard said I agree with adding two more signs but not the K9 unit.

The Consensus of the Board was to decrease account 031, Police Department, from \$1,005,568 to \$997,568.

032 Fire Department

Glen Garland, Fire Chief, was present representing the Fire Department

Fire Chief Garland said I did budget for confined space equipment and I also plan on some funding through grants.

Fire Chief Garland said once budget is over, I would like to schedule a workshop with the Board to discuss equipment and trucks.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 032, Fire Department, in the amount of \$352,111.

033 Animal Control

Phil Jones, Police Chief, was present representing Animal Control

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 033, Animal Control, in the amount of \$24,327.

049 Other Public Safety

Bob A. Peabody Jr., Town Manager, was present representing Other Public Safety.

Town Manager Peabody said account 4-4330, Ambulance Services, is contractual.

Town Manager Peabody said account 6-6130 Hydrants, Bridgton Water District is requesting a 10% increase from the Public Utilities Commission.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 049, Other Public Safety, in the amount of \$346,744.

035 Health Officer

Bob A. Peabody Jr., Town Manager, was present representing Health Officer.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 035, Health Officer, in the amount of \$4,114.

019 Finance

Holly Heyman, Finance Director, and Jenna Domer, Deputy Finance Director, were present representing Finance.

Finance Director Heymann said I would like to take advantage of additional training, account 4-4060 - Training/Sch, because I am new to municipality financing.

Finance Director Heymann said account 4080 Auditing Services, should decrease over time because efficiency will improve.

Member Tworog said efficiency on weekly payroll could be improved. Finance Director Heymann said our staff depends on weekly paychecks and Police Department and Public Works has differentials that I am not sure the software could accommodate. Deputy Finance Director Domer said we did look into Paycheck and Bangor Daily. Bangor Daily was approximate \$30,000 more than what it is costing to do the payroll in house. Currently 6 hours is spent on payroll processing.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 019, Finance, in the amount of \$173,667.

291 Insurances

Holly Heymann, Finance Director, and Jenna Domer, Deputy Finance Director, were present representing Insurances.

Finance Director Heymann said I did not factor in the costs for a K9 and motorcycle unit which we were quoted \$1,900.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 291, Insurances, in the amount of \$192,603.

292 Employee Benefits

Holly Heymann, Finance Director, and Jenna Domer, Deputy Finance Director, were present representing Insurances.

Finance Director Heymann said accounts 2-2040 HRA; 2-2050 Retirement and 2-2055 Maine PERS are all salary driven.

The Consensus of the Board was to approve the Town Manager's recommendation for Cost Center 292, Employee Benefits, in the amount of \$982,862.

The meeting adjourned at 5:11p.m.

Respectfully submitted,

Georgiann M. Fleck, Deputy Town Manager