

**Town of Arundel**  
**Budget Board**  
**Minutes**  
**February 27th, 2014 at 7:00 PM**  
**Code Enforcement Office**  
**468 Limerick Road**

**Members in Attendance:** Melanie Mitchell, Shawn Hayes, David Gonthier, John Bell  
**Other Attendees:** Todd Shea, Town Manager

**I. Call to Order:** Chair Mitchell called the meeting to order at 7:04 pm.

**II. Approval of Agenda:** Mr. Bell moved to approve the agenda. Mr. Gonthier seconded and the motion passed unanimously.

**III. New Business:**

- A) Review Recommended FY 14-15 Town Budget:** The Town Manager notified the Board that the proposed budget reflected a 2.8% increase over the previous year, the majority of which was due to a 3% increase in salaries, a 4% increase in insurance, a \$25,000 increase for Public Works capital equipment, a \$10,000 increase for Fire Dept capital equipment, and a \$3,000 increase in the request from the Kennebunk Free Library.

Revenues: Mr. Shea noted that the Town had seen a substantial increase in excise tax revenue amounting to about \$35,000. He also said that the budget showed a significant increase (approximately \$64,000) in the Veteran's Homestead Exemption, since this had not been budgeted for in prior years. He also noted that Governor LePage had not vetoed municipal revenue sharing which would increase that amount in the proposed budget. Ms. Mitchell stated that she had reservations about budgeting for revenue sharing since it was not a sure thing. Mr. Shea replied that the State Legislature had actually signed revenue sharing into law and that he was confident that would not change. Mr. Shea also stated that the increase in revenue would substantially cover the anticipated increase in expenses for the coming year. The Chair complimented the Town Manager on the proposed budget.

Mr. Shea also noted an increase in revenue from the town ambulance service which he attributed to a change in the billing procedure from billing item by item to billing for "bundled services". He notified the Board that he had directed that all ambulance bills over ninety days old be forwarded to a collection agency.

Expenses: The Town Manager noted that there had been a slight increase in the Town Administration expense, primarily due to salary increases.

Ms. Mitchell expressed some skepticism about the budgeted amount for Town Hall maintenance. Mr. Shea replied that the building's systems appeared to be in good order that the furnace had been checked recently and mechanical systems were in acceptable condition. He noted that it would make little sense doing upgrades to items such as windows, given the intent to build a new town hall in the next three to five years. He also stated that year to date expenses for maintenance were \$4,400 and he was confident that the budgeted amount of \$6,000 would be adequate for the coming year.

The Chair noted that a crack in the wall of the fire station still had not been repaired and suggested that whatever the expense was to do the repair should be added to the maintenance budget for the Fire Dept. Mr. Shea indicated that he would comply with her suggestion.

Mr. Shea notified the Board that there would be no expense for "Household Hazardous Waste Day" in the proposed budget, since this event is held only every other year.

There was a brief discussion of appropriations for road maintenance. Ms. Mitchell expressed her opinion that it would be counter-productive to cut the budget for road maintenance.

Mr. Hayes joined the meeting at approximately 8:00 pm.

Mr. Shea told the Board that an increase of \$30,000 in the public works capital reserve budget was necessary since one of the Public Works trucks needed a new body. He also stated that an increase of \$10,000 in the Fire Department's capital reserve was necessary because of the need for a new ambulance.

Because of the Kennebunk Free Library request for additional funding, Ms. Mitchell requested that the Town Manager inquire as to the number of Arundel residents who actively use the library.

The town manager reviewed other expense items in the proposed budget which were largely unchanged from the prior year's amount.

In summary, Mr. Shea stated that in his opinion there should be very little, if any, change in the mil rate for the coming year.

- B) Schedule Next Meeting:** The Chair suggested that the Board meet next on Wednesday March 5<sup>th</sup>. The Town Manager said he would try to have department heads from Public Works, Recreation and the Fire Department at that meeting.

**IV. Other Business and Adjournment:** There being no other business before the Board, Mr. Gonthier moved to adjourn the meeting, seconded by Mr. Hayes, and the meeting was adjourned at 8:15 pm.

*I hereby certify that the above is a true and accurate record of the Budget Board meeting of February 27th, 2014.*

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John Bell, Secretary