

**Town of Arundel**  
**Joint Meeting of Board of Selectmen and Budget Board**  
**Minutes**  
**Wednesday, 15<sup>th</sup> March 2017**  
**Mildred L. Day School Library**  
**600 Limerick Road**

**Members in Attendance:**

**Board of Selectmen:** Velma Jones Hayes, Tom Danylik, Dan Dubois,

**Budget Board:** Shawn Hayes, Michelle Moore, John Bell

**Other Attendees:** Keith Trefethen, Town Manager, William L King, Jr., York County Sheriff, Thomas Baran, Chief Deputy, Greg Sevigny, Arundel Contract Deputy

**I. Call to Order:** Chair Shawn Hayes called the meeting to order at 7:11 pm.

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

**III. Approval of Minutes of 1 March 2017:** Mr. Dubois moved to approve the minutes of 1 March 2017. Ms. Moore seconded and the motion passed unanimously.

**IV. 17/18 Municipal Operating Budget Development & Review**

- a. Discussion with Sheriff's Department additional dedicated patrol:** The Town Manager introduced Sheriff King and his two deputies, and announced that the Sheriff was attending the meeting as requested by the members to provide some crime statistics which might justify the hiring of a second patrol officer in Arundel. The Sheriff stressed the preventive aspects of employing a second deputy but noted that this was not a guarantee of crime reduction in the community. He pointed out that national standards for police protection called for one officer per one thousand residents, and that the current population of Arundel was over four thousand, served by a single deputy. He reviewed the service calls and the record of arrests in Arundel for 2016, provided statistics on the time on scene involved in answering different types of service calls, and stressed the productive use of discretionary time by Arundel's contract deputy. Sheriff King also noted recent growth in Arundel as further justification for the hiring of an additional deputy, and provided statistics on traffic accidents in town. There was some discussion about the safety aspects of the newly installed traffic light on Route 111 at Hill Road, which Deputy Sevigny said he had addressed with the Maine DOT.

There was a brief discussion of the possibility of the Sheriff addressing the upcoming Town Meeting about hiring an additional deputy. Ms. Hayes questioned Sheriff King about standards for activating mutual aid pacts with surrounding communities, and the Sheriff addressed the policies of nearby towns relating to mutual aid. Ms. Hayes asked Deputy Sevigny if he had been able to encourage the use of security cameras in local businesses. The deputy stated that on occasions when security cameras could have been of use, they frequently were not working, or only fake cameras were installed.

There being no further questions for the Sheriff, the Town Manager thanked him and his deputies for their presentation, and they left the meeting at about 7:45 pm.

- b. Review the draft town warrant:** The Town Manager presented the meeting with a draft warrant which showed the amount of proposed budgets along with notes indicating what the appropriated amounts covered. He stated that when complete, the document could be used as a handout at the Town Meeting. He noted that the Fire Chief would be attending the March 29<sup>th</sup> meeting to try to finalize the Fire Department budget, that a decision was still needed on the hiring of an additional deputy, and that the Boards still needed to review anticipated revenues.

In response to a question from Mr. Dubois, Mr. Trefethen stated that the amount of anticipated revenue in the spreadsheet which he had made available did not include the \$200,000 use of fund balance which been included in the

current year budget.

Mr. Bell commented on the impact of the RSU21 budget which he estimated at a 7.5% increase over the current year. Mr. Dubois stated that other than debt service, the RSU budget had increased approximately 3% which was largely due to contractual salary increases.

The Town Manager noted that it would be necessary to address the proposed purchase of land for a new town hall in the warrant, with notes explaining the details of the transaction. In response to a question from Mr. Bell, Mr. Danylik stated that details of the transaction were still being negotiated, but would be available prior to the Town Meeting.

Mr. Danylik suggested that the warrant notes regarding the Recreation Department budget make clear that the increase in Rec Department expenses were almost totally offset by increased Rec Department service charges.

- C. **Discuss proposed tax rate impact:** After further discussion about hiring an additional deputy, the Town Manager noted the difficulty of comparing Arundel crime statistics with neighboring towns because of the different levels of activity and geographic location. He stated that the Town of Waterboro had recently added an additional deputy and that he would contact the Town Administrator there to get his feelings on whether the investment was worthwhile. Mr. Bell stated that although hiring an additional officer sounded like a good idea, the meeting should consider the fact that the budget as proposed was already 5% higher than the current year and that additional expense should be anticipated for FY 18/19 if the decision was made to build a new town hall. Mr. Danylik stated his concern that if additional expenses were included in the proposed budget, it could jeopardize approval of the new town hall. In response to a question from Mr. Dubois, Mr. Bell estimated the mil rate for the proposed budget without an additional deputy to be \$15.88. This would increase to \$16.17 with an additional deputy, an increase of \$1.05 over the current year. Mr. Dubois noted that this would translate into a \$210 increase in the tax on a \$200,000 home. Ms. Moore stated that as a real estate agent, it was becoming increasingly difficult to interest first time home buyers in Arundel properties because of increasing tax rates.

Mr. Bell suggested possibly cutting back on the paving budget to offset new expenses. Mr. Dubois expressed skepticism, noting that it probably would cost more in the long run if current paving needs were delayed. Ms. Hayes also expressed doubts about the proposal, but stated that she could see no sense in paving the Curtis Road which was included in the proposed budget. The Town Manager stated that the Town had received paving bids from Pike Industries and Dayton Sand & Gravel which would be evaluated by the Public Works Director. He also noted that it was evident from the 5 year plan for paving that the Public Works Director felt there was a need for this expenditure. Discussion of the 5 year plan followed, focusing primarily on the Curtis Road.

Ms. Hayes suggested examining the Fire Department budget for possible savings. The Town Manager stated emphatically that he would hate to see municipal services compromised because of a substantial increase in the RSU budget. Mr. Danylik suggested using more of the fund balance for the next two years to ease the situation caused by the increase in the school debt service and the Town's efforts to build a new town hall. This suggestion was well received. After a brief discussion of the increase in valuation this year, Mr. Trefethen stated that he would check the valuation amount estimated by the Tax Assessor, because he believed it might have increased to approximately \$15 million, and would also check the amount of the fund balance.

- V. **Establish additional meeting schedule:** The next meeting was scheduled for Wednesday 29<sup>th</sup> March at 7:00 pm.

VI. **Other Business and Adjournment:** There being no other business, Mr. Bell moved to adjourn the meeting, seconded by Ms. Moore, and the meeting was adjourned at 8:31 pm.

*I hereby certify that the above is a true and accurate record of the Joint Meeting of the Board of Selectmen and Budget Board of March 15th, 2017.*

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John Bell  
Secretary, Budget Board

