

Town of Arundel
Joint Meeting of Board of Selectmen and Budget Board
Minutes
Wednesday, 12th April 2017
Mildred L. Day School Library
600 Limerick Road

Members in Attendance

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

Budget Board: Shawn Hayes, Jack Reetz, Michelle Moore, Paul Raymond, John Bell

Other Attendees: Keith Trefethen, Town Manager

I. Call to Order: Chair Shawn Hayes called the meeting to order at 7:02 pm.

II. Approval of Agenda: The Town Manager requested that Item IV be amended to include discussion of an addition to Account 14-03 (Miscellaneous). Mr. Raymond moved to approve the agenda as amended. Ms. Moore seconded and the motion passed unanimously.

III. Approval of Minutes of 29 March 2017: Mr. Reetz moved to approve the minutes of 29th March, 2017. Mr. Dubois seconded and the motion passed unanimously with the exception of Ms. Hayes who abstained due to her absence from that meeting.

IV. 17/18 Municipal Operating Budget Development & Review

- A. 13-01 Fire Department, 13-03 Call Company, 13-04 FF/EMT Per Diem:** Mr. Trefethen stated that after reviewing the Fire Department budget he had reduced the Training item by \$2,000 to a total of \$10,000 and had reduced the Vehicle Maintenance item by \$2,000 to a total of \$13,000. He also said that after further review of accounts 13-03 (Call Company) and 13-04 (FF/EMT Per Diem) he was unable to justify any further reduction in these accounts. He noted that the Total Fire Department budget proposal showed an increase of .03% over the previous year.
- B. 27-01 Police Patrol Services:** Mr. Trefethen said that based on new information from the Sheriff's Office, he had modified account 27-01 (Police Patrol Services) to a total of \$82,566. He stated that he had removed funding for a second deputy based on recommended "No" votes by both the Board of Selectmen and the Budget Board at the last meeting, but that the opportunity to hire a second deputy would be presented to the Town Meeting as a separate warrant article. Ms. Hayes asked if the Town Manager would explain to the Town Meeting the tax impact of hiring a second deputy. Mr. Trefethen replied in the affirmative, but noted that exact figures would not be available until August.
- C. 14-03 Miscellaneous:** Mr. Trefethen stated that he had increased the 14-03 (Miscellaneous) account by \$5,000 because of a culvert failure on Curtis Road which had

come under discussion at the Selectmen's Meeting of 4/10/17. He also noted that this would be presented to the Town Meeting as a separate warrant article. In response to a question from Mr. Reetz, Mr. Trefethen noted that under certain circumstances the situation could cause the road to become impassable, which would limit the Town's access with emergency vehicles should the need arise. He also explained that statutory requirements necessitated a vote by both the Selectmen and Budget Board and that the Selectmen had voted on the question at their meeting of 4/10. Mr. Reetz moved to approve funding for the culvert replacement. Mr. Bell seconded and the Budget Board passed the motion 4-1, Mr. Hayes against.

The Town Manager notified the meeting that he calculated an amount of \$1,231,866, excluding school expenses, which would need to be raised from property taxes. This was a 17% decrease from the previous year. Mr. Reetz noted the likelihood of a slight reduction in the RSU appropriation due to a decrease in medical expenses. Mr. Bell estimated a mil rate of \$15.48 assuming that TIF, Homestead Exemptions and BETE amounts remained unchanged and assuming an average increase in valuation of about \$7,000,000. This would constitute a 2.4% increase in the mil rate.

Mr. Danylik suggested that a motion was in order to authorize the use of \$300,000 from the designated fund, and Mr. Dubois so moved. Mr. Bell suggested delaying such a vote until the Tax Assessor could provide a firm figure for the valuation increase. The Town Manager stated that he would prefer to have an immediate vote because of time constraints in publishing the Town Report. Mr. Danylik pointed out that any needed adjustment could be made when the Selectmen actually set the mil rate in August. Mr. Dubois amended his motion to authorize the use of *up to* \$300,000 from the fund. Mr. Reetz seconded and the motion passed unanimously.

V. Establish additional meeting schedule: The development and review of the 2017/2018 Budget being complete, it was not necessary to schedule an additional meeting.

VI. Other Business and Adjournment: There being no other business, Mr. Bell moved to adjourn the meeting, seconded by Mr. Reetz, and the meeting was adjourned at 7:28 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 April 12th, 2017.

John Bell
Secretary, Budget Board