

Town of Raymond

BUDGET/FINANCE COMMITTEE

Broadcast Studio
423 Webbs Mills Road

Tuesday, August 20, 2013
7:00 pm

MINUTES

Attendance: Rolf Olsen, Chairman; Marshall Bullock; Peter Dunn; Steve Linne; Dana Desjardins; Brian Walker; Tacy Hartley; Steve Crockett; and Bob Gosselin.

1. Call to order. Rolf Olsen called the meeting to order at 7:00 pm saying that this would be their organizational meeting for the new year.

2. Approve Minutes:
April 22, 2013

MOTION: Steve Crockett motioned to approve the minutes of April 22, 2013. Seconded by Peter Dunn.

VOTE: Unanimous.

3. Election of chairman.

NOMINATION: Steve Crockett nominated Rolf Olsen as chairman. Seconded by Peter Dunn.

There being no other nominations.

VOTE: Carried.

NOMINATION: Dana Desjardins nominated Marshall Bullock as Vice Chairman. Seconded by Peter Dunn.

There being no other nominations.

VOTE: Carried

4. Discussion relative to items received for review. [Combined with #5]

5. Discussion and determination of 2013-2014 Budget/Finance Committee meeting schedule.

DISCUSSION: Mr. Olsen asked the board what they would like to see this year. Mr. Desjardins asked that the meetings not run beyond 9:00 pm and that if necessary they have workshops in between meetings with different department heads as needed. Mr. Linne concurred and felt that they could spread out the process over more time. Mr. Desjardins also felt that if they had more lead time with information before the meetings, they would be more effective. Mr. Bullock suggested meeting quarterly which would allow them to be abreast of the town's needs and problems.

Mr. Gosselin agreed and wanted to know more information through the appropriations and revenue reports as to how they stand during the year. Mr. Dunn agreed that 2 hour meetings would be more productive. Mr. Walker said the appropriation and revenue reports were very useful and they should be using them more. He felt that could help anticipate problems. Mr. Walker said he might have a problem with attending more meetings, but he would try to accommodate. It was felt that requests

for information should continue to go through Mr. Olsen so that everyone received that information. Mr. Gosselin noted that shorter meetings would mean more meetings but he didn't object. Mr. Crockett asked if they could begin their meetings earlier to allow more time per meeting. Mr. Olsen noted that it might cause a problem with some people leaving their employment. It was decided to start their meetings at 6:30 pm on Mondays as needed.

Mr. Desjardins requested that all Budget/Finance meetings be conducted by the Budget/Finance Committee chairman and no one else.

Mr. Linne said that he was not happy with the way the town manager's pay increase was linked with what the employees received. He thought that even though the town manager didn't take a raise through his contract, he shouldn't automatically get a raise given the employees. A discussion about the town manager's raise should be separate. Mr. Olsen thought the town manager's salary was accomplished through his contract negotiation. Mr. Desjardins said, from his experience as a Selectman, if there isn't a raise through his contract he gets the same as the employees if they get one. Mr. Walker wanted to have discussion this year about not having across the board pay increases. Mr. Linne added that he didn't like using the cost of living comparison with Boston's. It was felt that information about Maine's level of COL would be available through the University of Maine.

Mr. Linne was curious about how some purchases were priced without RFP's. He questioned how the cost of paving at District 1 was decided at \$40,000. He since learned that price also included some paving at District 2. He felt they should have that information during the budget process. He would like to see specifics on quotes. Mr. Gosselin believed that large purchases were done by RFP's, but he thought it might be helpful for them to see the RFP's. Mr. Bullock asked if there was a monetary level where RFP's were required. Mr. Olsen said that quotes would be obtained and then it would be decided if an RFP were necessary. Mr. Linne asked when the decision is made to do the work in-house or go to RFP. He also felt that there should be an overhead cost included in the town's estimate of their work. Mr. Gosselin thought that if the job can be done with town personnel during their work schedule, that work should be done by the town staff and why not save. Mr. Crockett didn't think that the Budget/Finance Committee should be a watchdog for the town and the department heads were able to make those decisions. The department heads were accountable. He felt the Board should be informed but not making day to day decisions. Mr. Olsen noted that subcontracting took the resolve and product out of the town's control. That if subcontracting there should be an encompassing contract for which there needs to be town employees to conduct the process and oversee the work to the completion. He added that there was also a factor as to whether the job would be done on time and to the town's satisfaction without incurring added expense or losing the contractor entirely before the job was finished. Mr. Dunn felt that doing business by contract will always be more expensive than doing the job in-house.

6. Old business.

DISCUSSION: Mr. Dunn asked if the cell tower sale had gone through and where that money has gone. Mr. Olsen said that he believed after it was passed at town meeting the sale was concluded and the money went into the General Fund to be used for its intended purposes.

7. New business.

DISCUSSION: Mr. Dunn was awaiting the setting of the 2013-2014 mil rate and would be most interested in knowing what the Selectmen will set as contingency. He also asked if the RSU #14 budget had changed from the referendum vote on 6/11/13. Mr. Olsen said that the passed articles could not be changed.

8. Adjournment

MOTION: Dana Desjardins motioned to adjourn. Seconded by Marshall Bullock.

VOTE: Carried.

Rolf Olsen adjourned the meeting at 8:57 pm.

Louise H. Lester
Town Clerk