

Readfield Budget Committee
Regular Meeting Minutes – February 15, 2024 – *Approved*

Budget Committee Members Present: Andy Tolman (Chair), Ed Sims, Ellen Schneider,

Excused Absent: Chris Sammons, Marty Hanish

Others Attending: Eric Dyer (Town Manager), Teresa Shaw (Finance Officer), Anjelica Pittman (Board Secretary), Lee Mank (Fire Chief), Sonya Clark

Call to Order

Introductory Communications - 10 minutes

- Budget Committee Comments – None
- Town Staff Comments - None
- Public Comments - None

Regular Business - 5 minutes

- Review and Approval of Prior Meeting Minutes
 - **Motion** to approve made by Ellen, **seconded** by Ed, **vote 3-0** in favor

Old Business – 10 minutes

- Review and Discussion of Budget Adjustments
 - Adjustments made to the capital plan at the previous meeting
 - The Select Board met Monday to discuss the budget draft
 - Review of the Budget Sheet Summary Revision History located in the agenda packet
 - Roads and Building reserves have been lowered
 - Ellen asked about using ARPA funds towards the Church Road Sidewalk Project, Eric will discuss with the auditor
 - Review of Relative Property Tax Impacts graph

New Business – 80 minutes

- Departments III
 - Community Services –
 - Animal Control – decrease in hourly wages as there has been less of a need for a backup ACO. 5% stipend increase.
 - Library – Sonya Clark – admin line amount dropped due to items under miscellaneous, now created Community Service “Library Programs and Events”. Moved lines 25-40 & 30. Eric and Teresa will correct.
 - Broadband – Line will drop off next year due to no activity
 - Protection
 - Fire Department – Could sustain a 5% increase on wages and remain in budget, Ellen and Ed support an increase. Andy asked Chief Mank about the PFAS in their gear and in Class B foam. Lee replied that the gear isn’t used too often and is cleaned and kept in a gear bag to minimize exposure. Readfield Fire Department uses Class A foam which is less/non-toxic. 10% increase in ambulatory services due to inflation. Fuel/Oil line is \$50,

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previously a line item under heating. Dispatching is an estimated 5% increase, will have firm numbers between March and April.

- Cemeteries
 - Andy reported that the Cemetery Committee is trying to budget more realistically and will be requesting/spending smaller amounts this year.
- Solid Waste
 - Transfer Station – Eric will review wages and benefits as it looks high, could be due to insurance. Contract Services will be reviewed again in a couple of months. The siding done last year is defective, will be replaced at no cost. Need to widen and repaint parking lanes. The backhoe's 1000 hour servicing quote is roughly \$3200. The town just finished paying for the backhoe in January 2024. Eric will send out another sheet to Budget Committee members with a breakdown of other town's shares of the Transfer Station.
- Unclassified
 - No change

Other Business - 5 minutes

- Other Business – Community Programming Coordinator Position – starting as half time position, will work up to $\frac{3}{4}$ time.
- Next Meeting – March 6th

Closing Communications - 10 minutes

- Budget Committee Comments - None
- Town Staff Comments - None
- Public Comments - None

Motion to adjourn made by Ellen at 8:35pm, **seconded** by Andy, **vote 3-0** in favor

Adjourn

Minutes submitted by Anjelica Pittman, Board Secretary