

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL WORKSHOP
THURSDAY, JUNE 12, 2008
TOWN HALL CHAMBERS**

The Old Orchard Beach Town Council held a Workshop on Thursday, June 12, 2008 at 7:00 p.m. to discuss the following budgets:

2021-2025 – CIP; revisit any prior budgets as needed.

Present were:

**Councilor Robin Dayton
Councilor Roxanne Frenette
Chairman James Long
Vice Chair Shawn O'Neill
Councilor Sharri MacDonald
Town Manager Steve Gunty
Assistant Town Manager Louise Reid**

The following Department Heads were also in attendance:

**Assessor George Green
Town Clerk Kim McLaughlin
Recreation Director Jason Webber
Code Enforcement Officer Mike Nugent
Public Works Director Mary Ann Conroy
Waste Water Superintendent Chris White
Police Chief Dana Kelley
Fire Chief John Glass
Finance Director Jill Eastman**

Discussion included the Maintenance Budget including needs for new flooring throughout the building as well as updates to the Computer Server which has run out of space and had security issues. Technology upgrades need to be accomplished and the replacement of computers put on a five year plan. The Town Clerk reported on her need for archiving and scanning of minutes and vital records. The continued upgrading of the GIS is important to the integrity of records and the realigning to accuracy of infrastructure updates. The Public Safety facilities improvement was discussed with the need to remodel bathroom and the office of the Fire Chief which rain and water damage has resulted in mold conditions. Continued discussions by the Police Chief on the requirements of the State in the replacement of the cell doors. The question of portable office space and whether to lease or buy was another discussion that continued during

the workshop. The purchase price would be approximately \$61,000 but there are leasing opportunities through Gorham Savings Bank. The Sub Station does not meet the needs of the Police Department logistically and there is need for space and operations since nothing appears to be considered for a new public safety building.

Discussion of Public Works operations including drainage issues and road infrastructure needs with the past winter being one of the worst in the deterioration of road conditions. There was disagreement between council members on various public works requests as indicated in the reduction in road maintenance. Continued disagreement on the need for a Loader/Plow which would be used during the winter months and the equipment has no trade in value.

Discussion of a possible Community Center encouraged continued survey information to be provided on the cost of such a Center. The need to put money into the budget for the security of the Ballpark was enhanced by support of the Police Department. The discussion on the purchase of a new fire engine including leasing purchase options again through Gorham Savings Bank.

Council considered the market salary report provided by the Town Manager, Steve Guntz and approval was given to his suggested upgrades to make town hall staff in line with other communities. Staff changes including no consensus for the position change in the Planning/Code Department and to the full time person for the Town Clerk's office. There was consensus for the Assistant Public Works Director as a non-union position and the record that the present foreman of Public Works had been offered the position but declined. It was indicated that this would same costs for consultant services.

The Town Manager explained that we had originally reflected a \$400,000 loss in the budget and later confirmed through Representative George Hogan and the State that our amount would remain the same. The budget scenario below for the date of June 12, 2008 reflects the restoration of the \$400,000 loss of revenue.

It was pointed out also that the major increasing affecting Property Taxes were:

	Increase in Property Tax Required	Mil Rate Increase
School Department	\$764,817.00	\$ 0.5354
Bonds Debt Service Interest	75,000.00	0.0525
Debt Service – P & I	330,000.00	0.2310
Salary Market Adjustments	100,000.00	0.0700
Total Increase Required		\$ 0.8889

Other changes include the addition of \$15,000 to facilities improvement, the cut of \$24,000 for the portable office, \$175,000 road maintenance, and the addition of \$50,000 for Public Works Facilities Improvement; cutting of the Planner Position, the full time Town Clerk position and the addition of the Deputy Public Works Director; \$25,000 for security measure to the Ballpark; and \$30,000 for the Comprehensive Plan.

Changes to Proposed FY 2009 Budget

From Workshop of 4/22/08:

PUBLIC WORKS

Increase bottom line by \$90,000 as listed below:

20151-50102	Regular Employee Salary	\$ 50,000	Increase of	\$50,000
20151-50201	FICA & Medicare	\$ 55,359	Increase of	\$ 3,825
20151-50203	ICMA	\$ 13,748	Increase of	\$ 2,500
20151-50210	Health Insurance	\$120,225	Increase of	\$12,025
20151-50211	Dental Insurance	\$ 5,621	Increase of	\$ 650
20151-50212	IPP Insurance	\$ 5,791	Increase of	\$ 550
20151-50230	Clothing Allowance	\$ 6,950	Increase of	\$ 450
20151-50300	Professional Services	\$ 40,000	Increase of	\$20,000
20151-50310	Service Contracts	\$100,000	Increase of	\$10,000
20151-50452	Operating Equip Repair	\$ 7,000	Decrease of	\$ 5,000
20151-50511	Grounds Maintenance	\$ 40,000	Decrease of	\$ 5,000

Total Public Works Budget with Changes \$ 1,593,114

From Workshop of 4/23/08:

WASTE WATER

Decrease bottom line by \$7,500 as listed below:

20161-50336	Equipment Rental	\$ 2,500	Decrease of	\$ 2,500
20161-50501	Operating Supplies	\$ 55,000	Decrease of	\$ 5,000

Total WWTP Budget with Changes \$ 1,079,115

From Workshop of 4/29/08:

LIFEGUARDS

Increase bottom line by \$1,620 as listed below:

20137-50103	Seasonal Employee Salary	\$ 8,970	Increase of	\$ 1,120
20137-50452	Operating Equip Repair	\$ 2,500	Increase of	\$ 500

PUBLIC SAFETY COMPLEX

Increase bottom line by \$11,460 as listed below:

20136-50400	Electricity	\$30,000	Increase of	\$11,460
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FIRE/RESCUE

Increase bottom line by \$16,000 as listed below:

20138-50106	Full Time Employee Wages	\$600,000	Increase of	\$50,000
20138-50107	Part Time Employee Wages	\$131,250	Decrease of	\$43,750
20138-50201	FICA & Medicare	\$ 81,325	Increase of	\$ 3,825
20138-50202	MSR	\$ 38,500	Increase of	\$ 2,000
20138-50210	Health Insurance	\$136,925	Increase of	\$ 3,925

POLICE DEPARTMENT

No change in bottom line. Transfer Animal Control, all lines except those associated with the shelter to Police Department.

New Police Bottom Line \$1,915,820

New Animal Shelter (formerly Animal Control) \$ 5,225

From Workshop of 5/21/08:

LIBRARY

Increase bottom line to Departments request \$227,773

HISTORICAL SOCIETY

Increase bottom line by \$756 as listed below:

20177-50405	Heating Fuel	\$4,756	Increase of	\$ 756
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BOARD OF REGISTRATION

Increase bottom line by \$400 as listed below:

20109-50500	Admin/Office Supplies	\$ 1,500	Increase of	\$ 300
20109-50501	Operating Supplies	\$ 400	Increase of	\$ 100

RECREATION

Increase bottom line by \$2,500 as listed below:

20171-50312	Scholarships	\$7,500	Increase of	\$2,500
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AGENCIES

Decrease bottom line by \$3,750 as per list below.

**Town of Old Orchard Beach
Agency Requests FY2009**

	Agency Request	Approved Last Year	Council Proposed
American Red Cross	\$ 1,500	\$ 1,000	\$ 1,000
Biddeford Free Clinic	\$ 500	\$ 500	\$ 500
Caring Unlimited	\$ 1,870	\$ 1,500	\$ 1,500
Chamber of Commerce	\$ 2,675	\$ 2,675	\$ 2,675
Community Bicycle Center	\$ -		\$ -
Community Resolution board	\$ 500	\$ 500	\$ -
Community Watch Council	\$ 6,204	\$ 500	\$ 1,000
Eastern Trail Management District dues	\$ 5,000	\$ 5,000	\$ 5,000
Firefighters Halloween Program	\$ 750	\$ 750	\$ 750
Fourth of July Fireworks	\$ 10,000	\$ 10,000	\$ 10,000
Home Health Visiting Nurses of Southern Maine (formerly Visiting Nurse Service)	\$ 2,000	\$ 1,000	\$ 1,000
Junior Achievement	\$ 1,000	\$ 500	\$ 1,000
Memorial Park Committee	\$ -	\$ 5,000	\$ -
Pine Tree Chapter Organ Society		\$ 4,500	\$ -
Salvation Army	\$ 3,500	\$ 2,000	\$ 3,500
Sexual Assault Response Services	\$ 1,000		\$ 1,000
SMMC Visiting Nurses	\$ 1,000		\$ -
Southern Maine Agency on Aging	\$ 5,722	\$ 2,150	\$ 2,150
Southern Maine Parent Awareness	\$ 250		\$ -
United Methodist Church Food Pantry	\$ 2,500	\$ 1,250	\$ 2,500
VNA Home Health Care	\$ 500		\$ -
Woodfords Family Services	\$ 600		\$ -
York County Child Abuse & Neglect Council, Inc.	\$ 1,050	\$ 1,000	\$ 1,000
York County Community Action	\$ 3,000	\$ 2,000	\$ 3,000
York County Shelters, Inc.	\$ 1,000	\$ 500	\$ 1,000
Total requested	\$ 52,121	\$ 42,325	\$ 38,575

TOWN CLERK, PLANNING AND CODE ENFORCEMENT

To be revisited on May 27, 2008

From Workshop of 5/27/08:

TOWN MANAGER

Decrease bottom line by \$1,300 as follows:

20102/50101 Department Head Salary \$83,500 Decrease of \$1,300

TOWN CLERK

Increase bottom line by \$41,000 as follows:

20107/50106	Full time wages	\$25,480	Increase of \$25,480
20107/50201	FICA & Medicare	\$ 7,910	Increase of \$ 1,950
20107/50203	ICMA	\$ 3,989	Increase of \$ 1,274
20107/50210	Health Insurance	\$18,000	Increase of \$11,600
20107/50211	Dental Insurance	\$ 835	Increase of \$ 640
20107/50212	IPP Insurance	\$ 636	Increase of \$ 56

PLANNING

Decrease bottom line by \$50,915 as follows:

20110/50106	Full Time Employee Wages	\$39,680	Decrease of \$34,320
20110/50201	Fica & Medicare	\$ 7,960	Decrease of \$ 2,625
20110/50203	ICMA	\$ -	Decrease of \$ 1,985
20110/50210	Health Insurance	\$16,760	Decrease of \$11,190
20110/50211	Dental Insurance	\$ 531	Decrease of \$ 469
20110/50212	IPP Insurance	\$ 1,082	Decrease of \$ 326

CODE ENFORCEMENT

Increase bottom line by \$57,646 as follows:

20113/50106	Full Time Employee Wages	\$92,820	Increase of \$40,000
20113/50201	Fica & Medicare	\$13,885	Increase of \$ 3,385
20113/50203	ICMA	\$ 7,160	Increase of \$ 2,000
2011350210	Health Insurance	\$39,129	Increase of \$11,194
2011350211	Dental Insurance	\$ 1,512	Increase of \$ 642
2011350212	IPP Insurance	\$ 1,525	Increase of \$ 425

From Workshop of 6/12/08:

CAPITAL IMPROVEMENTS:

Increase Public Safety Facility Improvements	\$ 25,000	Increase of \$15,000
Delete Public Safety Portable Office Space	\$ 00	Decrease of \$24,000
Reduce PW Road Maint & Improve	\$200,000	Decrease of \$175,000
Increase PW Facilities Improve	\$ 50,000	Increase of \$ 50,000
Add Comprehensive Plan	\$ 30,000	Increase of \$ 30,000
Add Ballpark Security	\$ 25,000	Increase of \$ 25,000

OTHER:

Remove Town Clerk Full Time Position	Decrease of \$ 41,000
Remove Code Enforcement Position	Decrease of \$ 57,646
Add Salary Market Adjustments	Increase of \$100,000
Increase Debt Service for New Bonding	Increase of \$405,000

**CHANGES TO FY 09 PROPOSED BUDGET
THROUGH BUDGET WORKSHOP 6/12/08**

DEPT	CHANGE	DESCRIPTION
Town Council	\$ -	no change
Town Manager	\$ (1,300.00)	reduce Managers salary to 83,500
Legal	\$ -	no change
Tax Collection	\$ -	no change
Finance	\$ -	no change
Assessing	\$ -	no change
Town Clerk	\$ -	no change
Elections	\$ -	no change
Registrar	\$ 400.00	Increase \$400. Return to Departmental Request
Planning	\$ (50,915.00)	Remove position, including benefits
Planning Board	\$ -	no change
Design Review Committee	\$ -	no change
Code Enforcement	\$ -	no change
Zoning Board of Appeals	\$ -	no change
Town Hall Building Maintenance	\$ -	no change
York County Tax	\$ -	no change
Miscellaneous	\$ 100,000.00	Increase for Market based wage adjustments, to be distributed to depts.
Contingency	\$ -	no change
Insurance	\$ -	no change
Police Department	\$ -	no \$ change, move Animal Control budget, except items related to shelter.
Parking Enforcement	\$ -	no change
Communications	\$ 11,700.00	PSAP Contract Inadvertantly left out by Jill
Emergency management	\$ -	no change
Animal Control	\$ -	no \$ change, move all items except building to Police Dept 20131
Public Safety Complex	\$ 11,460.00	Increase Electricity to \$30,000
Lifeguards	\$ 1,620.00	Increase \$1,620, Salary by \$1,120 and Equip Repair \$500
Fire Rescue	\$ 16,000.00	Increase \$16,000, Reinstate Dep Chief w/benefits, reduce part-time to last year's #.
Hydrant Rental	\$ -	no change
Street & Traffic Lights	\$ -	no change
Public Works	\$ 90,000.00	Increase \$90,000. Reinstate assistant Director with Benefits, \$70,000 Increase Professional Engineering by \$20,000 to \$40,000,
Waste Water	\$ (7,500.00)	Decrease \$7,500. \$2,500 from Equip Rental, \$5,000 from Oper Supplies
Solid Waste Disposal	\$ -	no change
Comfort Station	\$ -	no change
Recreation	\$ 2,500.00	Increase \$2,500. Reinstate Scholarships to Departmental request.
Conservation Commission	\$ -	no change
Agencies	\$ (3,750.00)	Total reduction of \$3,750. On Thursday am I spoke with Keith Babin about the Community Resolution Board. He indicated that the Board is now self sufficient. I have reduced this budget by that \$500 also.
Library	\$ 27,773.00	Increase \$27,773. Back to Departments Request
Transit District	\$ -	no change
Historical Society	\$ 756.00	Increase \$756. Increase to Heating Fuel.
General Assistance	\$ -	no change
Abatements	\$ -	no change
Debt Service	\$ 405,000.00	Increase for new debt
Adult Ed	\$ -	no change
TIF Transfer	\$ -	no change
CAPITAL IMPROVEMENTS	\$ 15,000.00	Increase public safety facility improvements
	\$ (24,000.00)	Delete public safety portable office space
	\$ (175,000.00)	reduce PW Road maintenance
	\$ 50,000.00	Increase PW Facilities Improvements
	\$ 25,000.00	Increase Ball Park
	\$ 30,000.00	Increase for Comp Plan
School Department	\$ 283,071.00	Per Vote
Net Change in budget from proposed	\$ 807,815.00	

The Chairman adjourned the meeting at 8:35 p.m.

ADJOURNMENT

Respectfully Submitted,

V. Louise Reid
Town Council Secretary

I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of eight (8) pages is a true copy of the original Minutes of the Town Council Budget Workshop of June 12, 2008.
V. Louise Reid