

# 2/20/20 Finance Committee Meeting

Thursday, February 20, 2020 5:30 PM

**Meeting Subject:** OOB Finance Committee Meeting

**Meeting Date:** 2/20/2020 5:30 PM

**Location:** Police Department Community Room

## In Attendance

-  [Diana Asanza](#) (Meeting Organizer)
-  [Pat Griffin](#)
-  [Reza Namin](#)
-  [Terry Block](#)
-  [Todd Bassett](#)
-  [Larry Mead](#)
-  Chief Dana Kelley
-  Captain Elise Chard
-  Captain David Hemingway
-  Guy Fontaine

## Minutes:

1. Chair Griffin called the meeting to order at 5:35 pm.
2. Reza motioned, Terry seconded to approve the minutes from 2/13.
3. Police and Parking Enforcement Presentation - Chief Dana Kelley reviewed the following requests:
  - a. Police cruiser - This is for the next vehicle in the rotation. The terms of the lease three years ago required leasing 5 vehicles then purchasing one each year for the next four years, followed by a new round of leases. Ford has made changes in the vehicles meaning that equipment cannot be simply transferred from the replaced vehicle. The \$65,000 request can be reduced by about \$5000 by being able to purchase a truck instead of an SUV. The equipment for the truck was purchased with prior-year funds, thus reducing the FY21 request. This remains Department priority #1.
  - b. Body cameras - This request is for 15 additional body cameras. There are currently about 30 and many of these are quite old. At least one member of each two man team needs a camera. In addition, batteries only last about one shift. This would allow each officer to have a body camera. This was changed to Department priority # 3.
  - c. Internal camera replacement - This request is for replacement of existing analog cameras with digital cameras at the PD. The existing cameras are ten years old. This includes booking room and interview rooms. This was changed to Department priority # 4.
  - d. Pay and display stations - This request is for four (4) additional pay stations. These would be placed on East Grand Ave and some of the side streets to replace older meters. We are awaiting backup from the company that furnishes these. There will likely be a request for a couple more pay stations next year to replace the remaining meters. Meter revenue is about \$375,000 year to date (all pay stations and meters). Citations added about \$135,000 year to date. This was changed to Department priority # 5.
  - e. Carport - This request is for a carport at the PD to get vehicles under cover during the winter months. This would accommodate up to ten (10) vehicles. This was changed to Department priority # 7.
  - f. Priority #6 Parking enforcement vehicle - This request is to replace a 2008 pickup truck that was purchased used in April of 2015. This vehicle has a lift gate and is used primarily in the summer to move kiosks. This was changed to Department priority # 6.
  - g. Riot gear - Existing equipment is outdated and we do not have enough equipment to outfit

every officer. Gas mask canisters have expired and need to be replaced. This was changed to Department priority # 2.

4. Ballpark Presentation - Operations Manager Guy Fontaine reviewed the Ballpark requests:
  - a. Concrete structure needs some significant repairs based on a recent study. This request is for the first phase of the proposed repairs, estimated to total approximately \$300,000. The Ballpark has been entertaining requests for more and larger events. The 2020 calendar is nearly full through September. The Ballpark is currently in discussions with the CanAm league (now merged with the Frontier league) to place a permanent team here. The Ballpark's annual budget is approximately \$150,000, about a third of which comes from the Town. The Ballpark seating accommodates about 5000 people, but was originally built for 6000. It was noted that a significant investor for the Ballpark doesn't exist is likely due to the proximity of the Portland Seadogs baseball team.
  - b. Outfield fence repair - This request is for repairs and replacement of sections of the existing fence, including removal of the existing scoreboard.
  - c. Lighting repairs - A good amount of progress has been made toward lighting repairs to date, but more needs to be done. This includes replacement of 400W HPS with 100W LED fixtures. Efficiency Maine may be able to provide discounts toward these replacements.
  - d. Increase handicap seating - The Ballpark does not currently have enough handicap seating to accommodate events oriented toward handicap ballplayers. There is a maximum capacity of four (4) wheelchairs at present. This funding is intended to double that capacity.
5. Administration Presentation - Town Manager Larry Mead reviewed the Administration requests, including the following:
  - a. Town Hall - This request is for the Building Reserve fund targeted to repair of the two towers. The current estimate for these repairs is just under \$360,000, excluding Contingency and engineering. The total, including 12% for engineering and 10% Contingency brings the total to \$430,000. We currently have \$365,000 in reserve.
  - b. Town Hall roof replacement - This request for \$150,000 is based on a quote for \$125,000, allowing for unforeseen conditions.
  - c. IT - This request for \$25,000 is for replacement of 5 desktop computers (\$6000), the server that manages the PD video (\$10,000), a storage server for the Wastewater department (\$4000), and network switches for PD and Fire (\$5000).
  - d. Harmon Museum - This request is based on a recent engineering estimate budget of \$180,700 for the construction of a parking lot. The Museum has no parking currently and typically parks two or three vehicles on the lawn. This also includes an accessible ramp, new sidewalk, miscellaneous landscaping, signage, and utility work. An abutter to this property has been opposed to any development of this property.
6. The Town Manager indicated that the target CIP value is somewhere in the \$2,000,000 range for FY21.
7. Next week we will discuss Public Works and Wastewater.
8. Chair Griffin adjourned the meeting at 7:00 PM.