

**MINUTES
TOWN OF ST. ALBANS
SPECIAL SELECTMEN'S MEETING
BUDGET DISCUSSION
MONDAY, JANUARY 7, 2019
6:00 P.M.**

Present: Todd Brown
Hiram Weymouth, Chairman
Rhonda Stark, Town Manager

Absent: Thomas Short, Vacation

Flag Salute

The Selectmen's Meeting was called to order at 6:15 p.m.

1. Selectmen's minutes from December 10 and December 27, 2018 will appear on the agenda for the January 14, 2019 Selectmen meeting.
 - a. *No discussion.*
2. Old Business.
 - a. Update by Fire Chief, Jason Emery, on the preliminary plan for a new fire station and discussion with Keith Ewing from Plymouth Engineering.
 - Both Chief Emery and Keith Ewing from Plymouth Engineering were present to discuss the written proposal submitted by Plymouth Engineering. Keith stated Plymouth Engineering's proposal offers two design plans. \$3,000 is the cost to draft the floor plan for the fire station and estimate its construction cost. This price includes the design and completed drawings for a new fire station and co-ordination with the town on its requirements. The \$3,000 also includes writing a letter to the town discussing the deficiencies on the condition of the current fire station. He said the second design plan quoted is to renovate the garage on the Snowman property and that is \$1,200. He said they could do the project hourly not to exceed the proposed budget of \$4,200 for both plans to help keep the cost as low as possible. He said he has the sketch the Chief gave him in early December, but he has not gone any further with it, because he wanted to know where the Selectmen stand on the project. Hiram asked Keith when the Board will see the proposed plan provided to him by the Chief. Keith said if they want to see the plan then he would rather meet with the Board, before he starts drafting his, to see if their ideas differ from the Chief's. Since an article for the construction of a fire station will not be on the March town meeting warrant, there is no hurry at this point. Discussion and decision to meet with Keith and the Chief on Monday, February 4 at 6:00 p.m. to review the Chief's plan before Keith begins work on the project. Manager asked if he has done any plans for similar fire stations recently. He said he has the plans for the towns of Searsmont and Corinth. *Motion by Todd Brown to approve the expenditure of \$3,000 from the Capital Reserve Fire Hall account for a new building design plan, second Hiram Weymouth. Voted 2-0.*
3. New Business.
 - *None*
4. Committee Reports.
 - *Budget Committee is scheduled to meet Thursday night at 6:00 p.m.*
5. Staff Items.
 - *None*

6. Selectmen's Items.
 - *None*
7. Town Manager's Items.
 - Received a refund check from Maine Municipal Association of \$162 for Unemployment insurance.
 - Nomination papers were due Monday, December 31 at 1:00 p.m. Papers were returned by Peter Denbow and Eric Moulton-Selectmen; Steve Emery-Road Commissioner; Shelda and Joe Madigan and Ellie Davids-Budget Committee and Liz Gagnon-Town Clerk. Scott Seekins is not seeking reelection to the Budget Committee. Tom Short is not seeking reelection for Selectman.
 - Currently working with the Maine Municipal Bond Bank to borrow funds through them for our road project. Their estimated interest rate is between 2.5% and 3.2% for 2019 vs. the bank's estimated rate of 4.1%
 - Attended meeting at Superintendent's Office Friday. They discussed the new Middle/High School project and said the middle school is on schedule to open in the fall of 2019 and the high school is scheduled to open in November 2019.
 - I had reached out to Community Real Estate Solutions, a contractor/developer in the Bangor area after seeing them on the news in December, concerning the elementary school and they called me today at 2:00 to discuss the school. He was very excited and said it sounds like something up their alley, but needs to discuss it in further detail with his partner and they will drive by the property this week and call me on Thursday or Friday to follow up and let me know if they would like a tour of the school.
 - Two Selectmen from Harmony met with me this afternoon to review our policies, as they have no policies in Harmony and are using ours as an example to get started in Harmony.
8. Discussion on the 2019 proposed budget to date.
 - Manager reviewed the entire budget as currently proposed. As it stands at this time there is a \$38,528 increase over 2018. There are increases and decreases throughout the budget. The salary increases that were granted total approximately \$30,000 of the \$38,528 increase.
 - Pages 1 – 9 Total increase \$13,022. (Administration/Town Hall/Code Enforcement).
 - Pages 10 – 14 increase \$339.00. (Fire Dept).
 - Pages 15 – 20 increase \$34,891 (Highway Dept-\$5,645 to replace the furnace, which has been condemned; \$7,628 to update ductwork in garage. If the town were to purchase the Snowman property most likely we would not want to spend money to update the ductwork, but the furnace would still need to be replaced as it would be a year or more before the Snowman property would be turned over to the town).
 - Pages 21 – 22 increase \$12,158 (Solid Waste/EMA Director/ACO/Humane Society/Street Lights/Assessing. Solid Waste budget had a zero increase. MMSW used \$21,227.79 from surplus to keep the town contributions to zero).
 - Pages 23 – 24 decrease \$1,710 (Debt/Interest).
 - Pages 25 – 27 decrease \$3,725 (Town Landing/Recreation/Parks).
 - Pages 28 – 30 increase \$3,904. Manager said there was a request for a \$300 increase from the food bank, but not sure if they meant to ask for an increase, because in their letter they wrote they wanted their usual request of \$1,000, but they have always asked for \$700. Feels if they need it that would be a good one to fund as it is local and they do a lot for our area. Hiram Weymouth said he would support a donation to Life Flight, but other than that he would support no other additional requests. (Food Bank/Spectrum Generations/KVCAP Trans/Senior Citizens/Hospice/Comm. Health & Counseling/KVCAP Child Family Services/Kennebec Behavioral Health/Sexual Assault Crisis/Salvation Army/Life Flight/Health Equity).
 - Page 31 increase \$260 (Cemetery/Veterans).
 - Page 32 decrease \$19,500. The is scheduled to go towards payment for road paving as a down payment, which is what was done in 2013. (Special Roads).

- Pages 33 – 34 No change. Still \$12,000 request for General Assistance.
 - Page 35 – 36. \$66.00 increase (Summerfest/Historical Society/Chamber/Hartland and Dexter Libraries. (Increase is for Chamber Dues, as they recalculated the way they charge).
 - Page 37 – 38 Decrease \$1,177. (Insurances-increases and decreases throughout. Health insurance shows a \$4,000 decrease even though there was an increase of 4%. This is because one employee dropped the family plan).
 - Page 39 - No change. Request of \$50,000. (Capital Reserve Fire Hall and \$35,000 Public Works Equipment. Manager stated that in December Tom Short had said he would possibly support a \$100,000 deposit to the Fire Hall Reserve, if the project did not get off the ground this year).
 - Manager said she would like to know how the Board feels they will handle the acceptance of the elementary school and when to meet with the Committee. Hiram said in his opinion if we do not have any interest from the contractors that we have reached out to, there will be nothing on the March warrant and we will have to take it to a special town meeting vote later.
9. Treasurer’s Warrants to be reviewed approved and signed for December 28, 2018 through January 7, 2019.
- *Warrants were signed as presented.*

Meeting adjourned at 7:32 p.m.

Respectfully Submitted,

Rhonda L. Stark
Town Manager

Minutes approved and signed at the Regular Selectmen/Assessor’s/Budget Discussion Meeting, Monday, January 14, 2019.

