

**TOWN OF CLINTON  
BOARD OF SELECTMEN**

**MEMBERS: Jeffrey Towne, Chairman; Joe Massey, Randy Clark,  
Chester Nutting and David Watson II**

**SELECTMEN'S MEETING AGENDA**

DATE: Tuesday, January 27, 2009  
TIME: 6:30 PM  
PLACE: Selectmen's Room, Town Office

1. CALL TO ORDER.
2. PLEDGE OF ALLEGIANCE.
3. SELECTMEN PRESENT / QUORUM.
4. ACTION ITEMS.
  - a. Approval of Selectmen's Minutes – January 13, 2009.

MOTION: Move Board approve minutes of the January 13, 2009 Meeting.
5. DISCUSSION ITEMS.
  - a. FY 09 / 10 Proposed Municipal Budget.
  - b. Public Hearing 1/22/09 RE: Mill Site Improvements.
  - c. Selectman Watson: Electronic Sign Board for Communication to Citizens.
6. SUPPLEMENTS AND ABATEMENTS.
7. TOWN MANAGER'S REPORT.
8. OLD / NEW BUSINESS.
9. WARRANT.
10. NEXT AGENDA ITEMS.
11. COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA. THE BOARD'S RULES OF PROCEDURE HAS IMPOSED A 15 MINUTE TOTAL TIME LIMIT.
12. ADJOURN.

# AGENDA

## ITEM

4.a.

**CLINTON BOARD OF SELECTMEN**  
**TUESDAY, JANUARY 13, 2008**  
**6:30 P.M.**  
**SELECTMEN'S ROOM, TOWN OFFICE**

**MINUTES**

**CALL TO ORDER:** Chairman Towne called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE:** Chairman Towne led the Pledge of Allegiance.

**SELECTMEN PRESENT / QUORUM:** Chairman Jeff Towne, Vice Chair Joseph Massey, Randy Clark, Chester Nutting, and David Watson II. Also present Town Manager James Rhodes and Town Clerk Pamela Violette.

**ACTION ITEMS.**

Approval of Selectmen's Minutes

Selectman Clark moved the Board approve the minutes of the December 23, 2008 meeting. Second by Selectman Watson. Vote all in favor.

Resolution 09-1: Town Manager's submission of the FY 2009 / 2010 proposed Municipal Budget.

Selectman Clark moved Board adopt Resolution 09-1, second by Selectman Nutting. All in favor.

Town Manager Rhodes read the following budget memo:

In Accordance with Town Charter, Article V, Section 5.03, paragraph (f), the following proposed FY 09 / 10 municipal budget is submitted to the Board of Selectmen and Budget Committee for review and consideration.

- \$1,987,860
- Decrease of \$25,163 (minus 1.25%) from the current FY 08 / 09 Budget of \$2,013,023.

Revenue Projections for FY 09 / 10 are \$1,451,850.

- Projected decrease of 50,000
- Current FY 08 / 09 Revenue Budget is \$1,501,850.

Final projected revenue numbers will not be complete until early March 2009. The total revenue projection may change up to approximately 3% in either direction.

***REASONS FOR MUNICIPAL BUDGET DECREASE***

The decrease of \$25,163 (minus 1.25%) in the proposed FY 09 / 10 Municipal Budget is due to the following reasons:

PERSONNEL

- \$14,763 Elimination of the Part Time Bookkeeper position.
- \$10,400 Elimination of the Reserve Police Officer positions.

***REASONS FOR PROJECTED REVENUE DECREASE***

The projected revenue decrease of \$50,000 is due to the following reason:

- Projected loss of \$30,000 in motor vehicle excise tax collection.
- Projected loss of \$20,000 in ambulance revenue.

Revenue Account Line 99-001 (Transfer of Surplus Funds) was increased by \$65,000 to cover the projected or known loss of revenue from the following:

- Projected loss of \$35,000 from State Revenue Sharing.
- Projected loss of \$10,000 from Transfer Station revenue.
- Loss of \$5,600 from Tree Growth due to formula recalculation.
- Projected loss of \$4,000 from tax interest.
- Loss of \$4,000 from Road Assistance.
- Loss of \$2,400 from plumbing permits and building permit fees.
- Projected loss of \$2,000 from motor vehicle agent fees.
- Projected loss of \$2,000 from bank interest.

***BUDGET SUMMARY***  
***Balance of Expenses v. Revenues***

<u>Expenditures</u>		<u>Revenues</u>
\$1,987,860	Municipal Non Property Tax	\$1,005,250
	State Funds	\$ 446,600
	Tax Commitment	<u>\$ 536,010</u>
	Total	\$1,987,860

The proposed FY 09 / 10 Municipal Budget is in balance.

***POSITION ELIMINATIONS***

This budget proposal recommends the elimination of the part time Bookkeeper position in the Administrative Department and the nine (9) reserve police officer positions in the Police Department.

The Bookkeeper duties will be shared by the Town Clerk and Town Manager.

The Police Department will be a part time police department. A week is 168 hours. Monday thru Friday 6 hours per day will not be covered. Only 10 hours on Saturday and 10 hours on Sunday will be covered. 58-hours (34.5%) each week will not be covered. In addition, when officers are on vacation, sick time, court duty, or training there will be no coverage.

The weekly hours of the Code Enforcement Officer, Building Inspector, Local Plumbing Inspector, Health Officer, and Electrical Inspector will be reduced from 24-hours to 16-hours per week. This is a 1/3 reduction in these services.

***SUMMARY***

The proposed FY 09 / 10 Municipal Budget reflects the reality of decreased revenues due to the constraints of the current and projected economic conditions.

***NOTE OF CAUTION REGARDING EXCISE TAX***

The Citizens Petition to reduce the Motor Vehicle Excise Tax is scheduled for Referendum Vote on November 3, 2009. If this passes then enactment date is 60 days from passage or January 2, 2010 unless the State Legislature moves the enactment date to the beginning of FY 10 / 11. The potential impact to the revenue stream for the Town of Clinton is significant. If this referendum passes, then the Town of Clinton is expected to lose on average 53% of the Excise Tax. The average Excise Tax collected for the last two fiscal years is \$477,652.

$\$477,622 \times .53\% = \$253,140$  loss of excise tax revenue on average.

$\$477,622 - \$253,140 = \$224,482$  average collection of revenue for Excise Tax.

With the average loss of \$253,140 in excise revenue, there are only two options available to the Town of Clinton as follows:

1. Increase the tax cap to cover the loss of this revenue, or
2. Cut services that amount to a total of \$253,140.

Example: from the current proposed budget cut the Library (\$50,612) and the Police Department (\$198,872).

## January 13, 2009 Selectmen Minutes

If the referendum passes and the enactment date remains January 2, 2010, then these Departments would close on that date, if chosen for elimination, or sometime in FY 10 / 11 if the Legislature changes the date.

My budget proposal assumes the excise tax remains status quo for FY 09 / 10. If it turns out to be different, then tough decisions are in store for the Town of Clinton.

Selectman Massey asked why the Police Department and Library would be considered for elimination. Town Manager Rhodes said those two departments do not receive revenue as does the Fire Department Ambulance and the Transfer Station.

Board approval to sign a QUITCLAIM DEED to Kennebec Mortgage Corporation for Map 11 Lot 6 described in tax lien dated August 6, 2002 and recorded in Kennebec County Registry of Deeds in Book 7015, Page 336, said tax lien having been attempted to be discharged by a defective discharge dated February 10, 2004 and recorded in said Registry of Deeds in Book 7826, Page 300.

Selectman Clark moved Board sign the QUITCLAIM DEED to Kennebec Mortgage Corporation for Map 11, Lot 6, second by Selectman Nutting. Vote 5-0

**DISCUSSION ITEMS:** None

**SUPPLEMENTS AND ABATEMENTS:**

Selectman Clark moved the Board accept Supplementary Assessment #8, in the amount of \$1,300.00, reason: Tree Growth Withdrawal Penalty, second by Selectman Nutting. Vote 5 - 0

**TOWN MANAGER'S REPORT:**

Expense Report: Town Manager Rhodes said 54.3% of the 2008-2009 budget has been spent. The Town paid the annual County Tax, TIF, PSAP, Humane Society, and the principal on the Fire Department debt in full rather than paying over a 12-month period.

Revenue Report: Town Manager Rhodes said motor vehicle excise collection is down \$3,381.00 through the first half of the budget year. Tree Growth is \$5,076.13 less, as well as State Revenue sharing, down \$9,399.

Parks and Recreation will be holding a public hearing for the Mill Site Construction Concept, January 22, 2009 at 6:00 p.m. in the Banquet Hall. The public hearing notice has been advertised in the newspaper and the Parks and Recreation Committee have distributed fliers.

The 2006 unpaid tax amount has been reduced by \$6,000.00 since the automatic foreclosure notices were mailed. The actual foreclosure date is January 26, 2009 at 4:00 p.m.

**OLD/NEW BUSINESS:** None

**WARRANT:** Selectman Clark moved to approve warrant #44 in the amount of \$203,331.18, second by Selectman Nutting. All in favor.

**NEXT AGENDA ITEMS:** 2009-2010 Municipal Budget  
Mill Site – comments from the Public Hearing

**COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA.** The Board's rules of procedure have imposed a 15-minute total time limit.

No questions or comments.

**ADJOURN:** Selectman Nutting moved to adjourn at 7:16 p.m., second by Selectman Clark. All in favor.

Respectfully submitted,

Pamela M. Violette  
Town Clerk