

**CLINTON BOARD OF SELECTMEN
TUESDAY, JANUARY 10, 2012
6:30 P.M.
SELECTMEN'S ROOM, TOWN OFFICE**

MINUTES

CALL TO ORDER: Selectman Irving called the meeting to order at 6:35 p.m.

PLEDGE OF ALLEGIANCE: Selectman Irving led the Pledge of Allegiance.

SELECTMEN PRESENT / QUORUM: Chairman Jeffrey Towne, Geraldine Dixon, Ed Blanchard, Ronnie Irving. Also present was Town Manager Aaron Chrostowsky and Deputy Town Clerk Melody Fitzpatrick. Vice Chairman David Watson was absent.

ACTION ITEMS:

Approval of Selectmen's Minutes – December 27, 2011

Selectman Irving moved the Board approve the minutes of the December 27, 2011 meeting, second by Selectman Blanchard. Vote 3-0 Approved. Selectman Dixon abstained she was absent at the December 27, 2011 meeting.

PUBLIC HEARING: STREETScape AND PARK IMPROVEMENTS AT OLD MILL PARK IN DOWNTOWN CLINTON.

Selectman Dixon moved the Board to open public hearing at 6:36 p.m., second by Selectman Watson. Vote 4-0 Approved.

Town Manager Aaron Chrostowsky explained that the Community Enterprise Grant Program provides grant funds to make streetscape improvements in downtown and village areas. The proposed items; include sidewalks along Route 100 (Main Street), traffic calming along Route 100 (Main Street) with on-street parking, interior walking paths from Route 100 (Main Street) sidewalks to brick patio. Park landscaping would include planting trees and flowers, picnic tables, benches and a message board. The letter of intent is due Friday, February 10, 2012. The grant application is due on Friday, March 30, 2012.

Selectman Dixon moved the Board to close public hearing at 6:55 p.m., second by Selectman Watson. Vote 4-0 Approved.

Consider adopting Resolution 11-14 Board of Selectmen Annual Appointments

Selectman Dixon moved the Board to adopt Resolution 11-14 Board of Selectmen Annual Appointments, second by Selectman Irving. Vote 4-0 Approved.

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Accept the resignation of Mike Walton from the Planning Board

Selectman Irving moved the Board to accept the resignation of Mike Walton from the Planning Board, second by Selectman Dixon. Vote 4-0 Approved.

Discuss whether to forward Board of Selectmen Recommended Changes to Land-Use Permit Fees to Planning Board.

Selectman Irving moved to forward Board of Selectmen recommended changes to Land-Use Permit Fees to Planning Board, second by Selectman Dixon. Vote 4-0 Approved.

DISCUSSION ITEMS:

Town Manager Presentation of the Proposed FY 12-13 Operating and Capital Budget

In Accordance with Town Charter, Article V, Section 5.03, paragraph (f), the following proposed FY 12 / 13 municipal budget is submitted to the Board of Selectmen and Budget Committee for review and consideration.

Municipal Appropriation for FY 12/13 is: \$1,967,202.

- Increase of \$74,944 from the current FY 11/12 Budget of \$1,892,258.

Non Property Tax Revenue Projections for FY 12/13 are: \$1,237,637.

- Projected increase of \$31,346 from the current FY 11/12 Budget of \$1,206,291.

REASONS FOR MUNICIPAL BUDGET INCREASE

The increase of \$74,944 in the proposed FY 12 / 13 Municipal Budget is due to the following reasons:

- Increases in contracts (lawn mowing, auditing, snowplowing,)
- Changes in staffing at the Transfer Station and Police Departments
- Increases in energy costs (heating fuel, diesel, gas, propane, oils)
- Increases in health insurance
- Addition of Bookkeeping Services
- Separation of highway and transfer station electrical services
- Replacement of aging equipment (fire truck; banquet hall appliances - refrigerator, microwave; and computers)
- Change from town employee driven services to contractor driven services (grading and roadside mowing)

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REASONS FOR PROJECTED REVENUE INCREASE

The projected revenue increase of \$31,346 is due to the following reason:

- Projected increase of \$20,000 in Fire/ Ambulance billing.
- Projected increase of \$1,000 in Land-Use Permits
- Use of Fire-EMS Reserve Fund for new Fire Truck

BUDGET SUMMARY
Balance of Expenses v. Revenues

<u>Expenditures</u>		<u>Revenues</u>
\$1,967,202	Municipal Non Property Tax	\$ 917,440
	State Funds	\$ 320,197
	Municipal Tax Commitment	<u>\$ 729,565</u>
	Total	\$1,967,202

The proposed FY 12 / 13 Municipal Budget is in balance.

LD1 TAX CAP (Property Tax Levy Limit)

The proposed FY 12 / 13 Municipal Budget is \$808 under the 2012 property tax levy limit of \$730,373.

INCREASE IN THE PROPERTY TAX LEVY LIMIT

If the Budget Committee or Board of Selectmen recommend an increase in the budget that takes the municipal tax commitment above the limit of \$730,373, then a warrant article to **increase the property tax levy limit** would need to be voted on at the June 14, 2012 Town Meeting to cover the increase above the levy limit.

Budget Notes

This budget proposal recommends the following changes:

Revenues:

- Continue to not use surplus funds;
- Use of Fire Truck Reserve Fund to fund first debt payment
- Use of TIF/ Economic Development Funds to retire fire station debt;
- Increase in ambulance revenues;
- Increase in land-use permit fees

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Expenditures: Improved Services

- Changes in the number of personnel in the transfer station;
- Change from employee driven service to contractor driven to several highway department services (roadside mowing and road grading)
- Funding of part-time bookkeeping services to assist Town staff with checkbook reconciliation and auditor adjusting entries;
- This budget eliminates the funding for Reserve Officer wages but increases full-time wages to bring them in line with regional LE agencies;

Capital Planning

- The budget funds two new computers in the Town Office (Counter Computers);
- Road Reconstruction and Paving Projects continued lack of funding;
- Capital Improvement Plans includes the replacement of a thirty year old fire truck.
- Continues to fund debt service payments on new police cruiser;

SUMMARY

The proposed FY 12 / 13 Municipal Budget reflects changes as a direct result of increased revenues and continued self-reflection to provide affordable high quality services to the residents of the Town of Clinton.

SUPPLEMENTS AND ABATEMENTS:

Selectman Dixon moved Board accept Abatement 2011-18, account 538, in the amount of \$94.51. Reason – sold prior to April 1st, second by Selectman Irving. Vote 4-0 Approved.

Selectman Dixon moved Board accept Abatement 2011-19, account 638, in the amount of \$111.55. Reason – Mobile Home already is being assessed in park, second by Selectman Irving. Vote 4-0 Approved.

Selectman Dixon moved Board accept Supplemental 2011-14, account 1334, in the amount of \$94.51. Reason – Mobile Home was purchased prior to April 1st, second by Selectman Irving. Vote 4-0 Approved.

TOWN MANAGER REPORT: None

OLD/NEW BUSINESS:

Selectman Dixon inquired about Fireworks Laws for the Town of Clinton. Town Manager Aaron Chrostowsky explained that Fire Chief, Gary Petley will be looking into the laws. The Town Manager explained that the State regulates the sale of fireworks.

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WARRANT:

Selectman Dixon moved to approve Treasurer's Warrant #42, in the amount of \$225,532.21, second by Selectman Irving. Vote 4-0 Approved.

NEXT AGENDA ITEMS:

Operating Capitol Budget
Warrant-Ordinances
TIFF Account
Land Sale – Main Street Property
Consolidation of Reserve Funds

COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA.

No questions or comments from the Public.

Executive Session – 1 MRSA §405(6)A ~ Personnel Matters.

Selectman Dixon moved the Board to enter Executive Session – 1 MRSA §405(6)A ~ Personnel Matters at 8:05 p.m., second by Selectman Irving. Vote 4-0 Approved.

Selectman Dixon moved the Board to exit Executive Session – 1 MRSA §405(6)A ~ Personnel Matters at 8:20 p.m., second by Selectman Irving. Vote 4-0 Approved.

No action as a result of Executive Session.

ADJOURN: Selectman Dixon moved the Board to adjourn at 8:23 p.m., second by Selectman Irving. Vote 4-0 Approved.

Respectfully Submitted,

Melody R. Fitzpatrick
Deputy Town Clerk

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