

**North Berwick Board of Selectmen's Minutes: January 21, 2014**

**NORTH BERWICK BOARD OF SELECTMEN MINUTES JANUARY 21,  
2014**

**Present:** Chairman Galemmo, Selectman Drew, Selectman Cowan, Selectman Danforth

**Absent:** Selectman Folsom

**Also Present:** Dwayne Morin, Barry Chase, Jon Morse, Geoffrey Aleva

Chairman Galemmo opened the Board of Selectmen's meeting at 6:30 pm.

**1. Pledge of Allegiance**

**2. Review and Approve Minutes of January 7, 2014**

Dwayne Morin stated that he had made a few changes. On Page 15 on the paragraph before last, where it reads, "The Rescue Squad is eating the cost...", it should read "The Rescue Squad is paying the cost...". Selectman Cowan also stated that on Page 15, in the last paragraph where it reads, "The fields is actually the Canoe Park.", it should read "The field's designation is actually the Canoe Park."

Selectman Drew motioned to accept the minutes of January 7, 2014 as amended. Selectman Cowan seconded the motion. VOTE: 3-0

**3. Public Input**

No public input at this time.

Chairman Galemmo stated that they would jump ahead to New Business with a discussion with the Planning Board members.

## **5. New Business:**

### **A. Planning Board:** Discussion on Proposed Changes to Send to Planning Board

Barry Chase, Chairman of the Planning Board stepped forward and introduced fellow members Geoffrey Aleva, Vice-Chairman of the Planning Board and Jon Morse. They wanted to come and discuss the questions that they will be presenting at the Public Hearing on Thursday. Mr. Chase stated that one of the things that they would have liked to have seen sooner were the Construction Standards for Commercial Use Buildings. They would have like to have had more time to review it. Mr. Chase stated that they reviewed the changes that were made by the Selectman after the Planning Board had reviewed it and said that the Planning Board was in agreement with these.

Mr. Chase stated that the one of the issues they disagreed with was regarding the Signs and Billboards Ordinance. He stated that about 2 or 3 years ago, the Planning Board redid the sign ordinance. He stated that Shaun DeWolf, a Planning Board member, had put a lot of time into it. He stated that the Planning Board did have a discussion regarding this proposed change to this Ordinance and they were against the change. Mr. Chase said that they are hoping that the Selectman will reconsider this change.

Geoffrey Aleva stated that he has only been on the Board for about a year now. He stated that the Construction Standards proposed change is a very lengthy one and he feels it should be thought of and reviewed properly because of the long term effects that it could have with future commercial development in appearance criteria. He stated that it seemed that in the beginning in the exterior appearance stuff, there was just a lot of stuff to cram them in. He said he understands the thought process of not being a plain box on the outside of any profile or elevation of the building. However, the thoughts of having setbacks and reveals and other things like that can lead to confusion in the future with any projects that come to the Planning Board. He feels that this section needs more clarification on certain items. He thinks that the color schemes and things like that are good, but there are other aspects that could lead to other issues with potential restrictions down the road. Chairman Galemme asked him which specific areas he was referring to. Mr. Aleva stated that some of the things that the Planning Board had discussed with Mr. Galemme at their December 12<sup>th</sup> meeting such as the original proposal by the Selectmen to have commercial use buildings be two stories was taken out from the previous proposal. Mr. Aleva stated that he is a civil and structural engineer and works on commercial developments through site and building designs. He stated that looking at areas where his clients would need to have the potential for extra income would be with the third floor. He stated that this would be a big deal for some of his clients to have this extra income capability. Mr. Aleva referred to Section C where they were talking about commercial facades, they had some discussion about window area and having step ins and step outs. He said that, depending on the building type, this may be an issue with future development.

Mr. Aleva asked the Selectmen to look at Section B, 1 where it states, "Recess and/or project portions of the façade, for no less than 12-inches for the entire height of the building." He stated that the Planning Board had some discussion on how this would impact building setbacks. He was wondering what the Selectmen's thought process was regarding this issue. Chairman

Galemmo and Selectman Danforth stated that it was basically so there would not be just a flat face. Chairman Galemmo also stated that these are things that they may include. He stated that the applicant may even come up with their own idea for the Planning Board to review.

Selectman Cowan asked what the Planning Board members see for a vision for the Town in regards to commercial development. Barry Chase stated that he is pro-business. He states that he and Shaun DeWolf have been talking for a while now about developing something like these construction standards so he is glad to see something like it come along. He would like to keep the quaintness of the Town. He feels that something like the Dunkin Donuts area fits in nicely. Dwayne Morin stated that the idea behind the Commercial Standards was because the Town didn't have any. He stated that the Planning Board sees the final steps with the businesses, but Dwayne stated that since the Town approved the zoning changes, his phone has been ringing a lot. He stated that there is currently one possible other business that will probably be at the next Planning Board meeting. He said that he has seen the building that they are going to propose and he doesn't think that even the Planning Board will like their proposed building. He stated that this is why they need some sort of standards in place. He said that they looked at about 10 towns and some of them had standards that were about 30 to 60 pages. The Board of Selectmen and Dwayne came up with 2 pages that would give the Planning Board some flexibility in the review standards. He stated that right now, the Planning Board could enforce all these things that are included in these standards. The problem is that if somebody is coming in and gives the Planning Board a design and the Board tells the company that they want certain things done, they can turn around and say that the Town Ordinance does not indicate this. The Planning Board can tell them that they can tell them to do these things anyway and so this could cause some controversy. Dwayne stated that they have already seen this with Hannaford. Dwayne stated that it is a good starting point for developers so they know what the Town expects. He states that if developers have a choice they will usually try to do the usual box type store because it is less expensive.

Selectman Cowan stated that she is in favor of business in the Town, but she wants to make sure that the quaintness and the charm of what we have in the Town is maintained. She said that the Selectmen did spend a fair amount of time putting these standards together and she hopes that they have given the Planning Board a good structure to work with.

Mr. Chase stated that, as far as the Planning Board goes, it would have been nice to have some joint meetings with the Selectmen to discuss some of these issues. Selectman Cowan did state that she thinks it would be a good idea to collaborate on things like this as well. Jon Morse stated that the Selectmen could have told the Code Enforcement Officer what was going on and he could have relayed the information to the Planning Board. Dwayne stated that the CEO did know everything that was going on with this. Chairman Chase stated that it was kind of his fault because he saw all of this development coming in the future and felt that something needed to be done. He said that in the future, they would have meetings with the Planning Board to discuss these issues.

Dwayne stated that the Board of Selectmen are very adamant about the proposed sign ordinance. They do not want to have internally lit signs. Chairman Galemmo stated that for him it was an

aesthetic thing. Selectman Danforth stated that in most of our areas, there is residential mixed in with commercial so not having the internally lit signs makes a difference.

Barry stated that the other issue was the ordinance requiring minimum access standards for properties for which a building permit has been issued. He stated that Dwayne explained about the liability of the Town in not being able to get first responders to an inland lot. He has a problem with if a person builds on a lot at the end and they have to build this road to his place, it gives anyone on the lots before him a free pass. He said that it would be nice if they could do something like what CMP does. If somebody pays for the electricity to be brought to their place and then somebody builds on a lot where the electricity has already been done, they need to cut a check to the landowner that initially paid for it to be installed. Mr. Chase stated that the Planning Board was hoping to be able to find a way to work something out regarding this matter. Dwayne stated that the problem is the Town does not own these roads so they have the ability to do this. Selectman Danforth asked if it could legally be done to make it a Town road again so they could cover for the emergency services. Dwayne stated that once it becomes a Town road it needs to be totally maintained by the Town. He stated that if it were a subdivision then they could do this but these are existing roads that have been around for hundreds of years. Selectman Danforth suggested that something be put into the Ordinance that would state that until these roads are developed to some level that can be safely accessed by equipment, then the homeowner needs to understand that they are at risk. Dwayne stated that they explored that possibility and it is not allowed. Jon Morse stated that they could put a dollar price per foot. Dwayne asked who would be incumbent on establishing that dollar price per foot. Geoffrey Aleva stated that the Town Engineer could do that. Mr. Morse stated that you know what you need to build for a road and what the specs are going to be so it should be easy to establish the dollar amount. Dwayne asked how it would be pro-rated. Mr. Morse stated that if the original landowner builds 2000 feet and then someone moves in at the 1000 foot mark so they would have to pay whatever the dollar price per foot is times 1000 feet. Selectman Cowan asked if this is something that could be done and Dwayne stated that he would need to run it by the Town Attorney. Dwayne stated that he has never seen a Town hold administrative custody over something that we have no ownership rights in. He said that he would speak with the Attorney about it.

Dwayne went on to discuss the Accessory Apartments Ordinance. He asked the Planning Board members why they are allowing apartments anywhere in Town. Barry Chase stated that they were asked to do it by Larry Huntley. Dwayne stated that they were asked to create an in-law apartment but the Planning Board opted to go with apartments anywhere in this town. He said that it basically states that on any lot in this town, you can basically have two dwelling units on it. Barry Chase asked Dwayne what part of it that he did not like and Dwayne stated that he did not like any of it. Selectman Drew stated that all of the Board of Selectmen were opposed to it. Dwayne stated that it basically states that in a 4 acre zone you don't need 8 acres to build 2 houses, you only need 4 acres to build 2 houses. Selectman Cowan asked what the motivation was in enacting this proposal. Dwayne went on to say that he is all for in-law apartments. He said that he was told that the Planning Board thought that in-law apartments would be too hard to enforce. Jon Morse stated that they were asked by Larry Huntley to do something about the in-law apartments because the Town did not have any regulations for them. Jon stated that he thought that they needed to be a relative. Dwayne stated that this is not what was approved. What was approved states that anyone can build an apartment and let anyone live there. He said

that it is allowing two dwelling units on one lot. Geoffrey Aleva stated that it is not a separate dwelling unit. It has to be attached to the family dwelling or accessory structure. Selectman Cowan stated that the problem is there are no minimum standards with how many people can inhabit that, there could be more than one or two people living there. Mr. Aleva stated that unfortunately, you can't regulate that. Dwayne asked why they couldn't call it an in-law apartment. He said that there are standards all over the country for in-law apartments. He stated that the rationale behind in-law apartments is to take care of your family. The concern is what happens to that apartment after the in-law passes. He stated that it becomes absorbed into the existing house. The way that this proposal is written would allow for anyone to rent the apartment and it would be considered two dwellings. Selectman Cowan feels that it could have impacts on such things as the school system. Geoffrey Aleva said that it states that the habitable area of the accessory apartment shall not exceed 650 square feet and shall not contain more than one bedroom. He said that it will be reviewed by the Code Enforcement Officer and there will be verification for the septic system so this would limit the number of people living in the dwelling. Selectman Cowan stated you would not know for sure. She feels that if they have the descriptor of in-law apartment than there are specific regulations to that descriptor. She said that this way you are not opening it up to potentially anyone living there. Dwayne states that the problem he has is that the Ordinance currently states that you have to have 20,000 square feet for a downtown dwelling unit and in the country, you need to have four acres for a dwelling unit. Basically what this proposal is stating is that if you have four acres, you can actually have two dwelling units on it. Barry Chase said that the issue that the Planning Board had was that someone will go out and spend \$50,000 to add on this in-law apartment and when the in-law passes away, they are going to rent it out. Dwayne stated that they can stop that from happening. Mr. Chase stated that it would be almost impossible to enforce this. Dwayne stated that it is not hard to enforce. Selectman Danforth asked if they could define the number of people that could inhabit an accessory apartment. Dwayne stated that they could do that and that would solve that issue. His main concern is that it would split their zoning and split their densities. Selectman Danforth asked how the Town would know when the in-law has passed away. Dwayne stated that all death certificates are sent to wherever the person had lived so any resident of North Berwick that passes away, the Town receives a death certificate within weeks of their passing. He said that they would then tell the landowner that they cannot rent the apartment and if they do rent it, it is a zoning violation. If they continue to rent it, the Town takes the landowner to court and let the Judge stop them from renting it.

Barry asked Dwayne if they changed it from Accessory Apartment Standard to In-Law Apartment Standard and has a definition of In-law apartment. Dwayne asked if he was saying that it would be an in-law apartment and when the in-law passed away, the apartment could be rented out. Barry stated that this is what he was thinking and Dwayne said that this would be a better thing to do. Dwayne stated that the premise to have the apartment in the first place is that you have to have an in-law live there. The only problem is that it could be a fairness issue. People may be upset that someone can add on because they have the in-law live there at first but someone that doesn't have that option could not build an apartment. Barry asked the Board of Selectmen what they thought about the change. Selectman Cowan stated that she felt it was a great compromise with the stipulation that the initial use of the apartment must be for an in-law. The rest of the Board of Selectmen agreed that this change would work. Barry asked Dwayne if he could come up with the wording for Thursday's Public Hearing and Dwayne stated that he

would try to do so. Dwayne also stated that they would need to add an additional bullet stating that when the apartment was no longer being utilized by an in-law, it could be utilized by another person.

#### **4. Unfinished Business:**

##### **A. Canoe Launch: Update on Progress**

Dwayne stated that they thought they were going to swap their property and we would swap our property and we would be all set. However, their Attorney sent over a 28 page Land Swap Agreement for the Board to sign. The one in the packet is the second draft. Dwayne stated that the original one had some things in it that our Town Attorney would not have allowed the Selectmen to sign. The biggest issue was that Pratt wanted the Town to indemnify for everything and anything on that property. Dwayne stated that he spoke to their Attorney and told them that he could not in good conscience create a liability for future generations of our town. He asked what the specific concerns were and their Attorney stated that it was because there may be coal ash on the property. Dwayne stated that they did not find any coal ash on the property when they looked at the property. Selectman Danforth asked if coal ash is considered a contaminant and Dwayne stated that it could be considered a contaminant because it has the potential to have high arsenic. However, Dwayne said that if you don't disturb coal ash it is perfectly fine. Dwayne stated that coal ash is all over our town. Dwayne told the Attorney that this is where we used to get our water supply so the likelihood that there is a contaminant is highly reduced. Their Attorney said that they only want the Town to indemnify it for anything that was written in their report. Dwayne stated that there are three things listed on the report. They are coal ash, the transformers and there is a possibility that there could be something else because there was an oil furnace on the property. Dwayne told them that we would limit our liability to that relating to coal ash and limit it further by stating that they cannot dig on that property. Dwayne stated that this would mean that our liability would go away because if you can't dig on the property, the coal ash can never be disturbed. Therefore if they dig on the property, the liability goes away. He also told them that the Town cannot be liable for the CMP transformers. These transformers are still sitting on the poles and CMP has never removed them. Selectman Cowan asked if they could request CMP to remove them and Dwayne said they could do so.

The other requirement that they put on us is that whatever was on our Plan for the canoe launch could never be changed unless Pratt agreed to it. Dwayne stated that on the Plan there are ten picnic tables. He asked their Attorney if he wanted to put in an eleventh picnic table, would he have to go to Pratt and ask them for permission. Dwayne also told him that if this was the case, it would not be practical. He said that it had taken 5 years to get them to agree to transfer this property, so how long would it take to get a picnic table. The Attorney stated that his point had been taken. Dwayne met with their Attorney last Wednesday and the Attorney stated that they would try to meet all of our requirements. Pratt's main issue is that they don't want a building there and they don't want us digging up the ground. Dwayne informed them that he had no issues with this except that he would have to do some digging to put in a parking lot.

**B. Police Negotiations:** Update on Labor Agreement

Chairman Galemme stated that they had come to an agreement with the police for a three year contract. Selectman Cowan asked what changes they had made and Dwayne stated that most of the changes were incidental. He stated that the education allotment which they had said they would only make for those that got it while they worked for was changed to anybody. It was going to cost \$550 in the third year. They agreed to a 2 ½ percent increase in year one. In year two and year three, a minimum 2 percent increase with the ability for them to go to 2 ½ percent if CPI is over 2 ½ percent. They will be taking the new insurance. Regarding vacation, they are allowed to buy out 1 week this year and up to 2 weeks next year. He added a clause that states any vacation taken under the subsection is exempted out of that extra hours worked. Regarding the buyout of the insurance, they are paying them two payments – one \$500 dollars in July and \$500 in January. He added a clause stating that if in the course of that fiscal year that they buy back, the Town has to start providing them insurance, then the individual has to reimburse the Town for the buyout that was paid to them.

**C. Budget FY15:** Review Budget for FY15

Dwayne recommended that they discuss this last.

**D. Legislation:** Update on Maine Legislation

Dwayne did go up to testify at the solid waste hearing. He stated that the legislation in the current form is not what is going to get passed. They are going to do away with the funding mechanism. It has spurred discussion to look at what they are going to do with solid waste as a whole. He stated that the day that he went up to testify, the DEP had released their five year solid waste plan. He states that for what they were charged to do, they did a good job but it was not what you would call a comprehensive solid waste plan. He said that it did state what our capacities were and the years of life that's left on landfills. Dwayne stated that the legislatures were asking some poignant questions like how much money they have in the bank. EcoMaine stated that they have to put money away. The legislatures asked about how much money they should have in their reserves and EcoMaine stated that they should have \$15 million. When asked how much they had in the bank, their answer was \$24 million. EcoMaine's concern is that towns would leave them for landfills but they just lowered their fees so why would a town leave them to go landfill at \$72 per ton. Dwayne stated that the good thing was that there was a lot of talk about recycling and reducing. Selectman Drew asked if he had spoken with Mark Eves regarding the letter the Selectmen sent about his being in favor of this legislation. Dwayne stated that he heard through Mr. Eves' counsel that he would not vote on the bill in its' current form.

Dwayne stated that the big thing going on now is regarding Revenue Sharing. He said that the hearing is tomorrow but he cannot attend. He stated that, in the Democrat's weekly radio address, they stated that their goal is to keep revenue sharing at least in the format that it's in now. Dwayne stated that the Democrat's way on how to fund Revenue Sharing is different than the BETR to BETE reimbursement. They put BETR and BETE in their funding formula for the Revenue Sharing so it will be interesting to see what happens with the conversion.

Selectman Cowan asked about when the State was going to start charging more for the entertainment that is provided here. Dwayne stated that nobody wants to talk about that. Selectman Cowan stated that this is where the money is and we need to be targeting this. Dwayne stated that whenever you start talking about raising these revenues, the Chamber of Commerce and all the tourism agencies go crazy. Selectman Cowan and Selectman Danforth stated that people are going to come here no matter what. Dwayne stated that they just raised the sales tax by .5% and the Chamber of Commerce and tourist agencies were against it. The first quarter that this has been in effect, there has been more taxable revenue than the past 5 years so it hasn't stopped the flow of people into the State.

**Reminders: Next Board of Selectmen's Meeting** – Feb. 4, 2014 – 6:30 pm Municipal Building  
**Budget Committee** – Feb. 3, 2014 – 6:30 pm Municipal Building

**5. New Business:**

**B. SAD 60: Resignation of David Lentini**

Dwayne stated that one of our School Board members, David Lentini, had submitted his letter of resignation effective immediately. Chairman Galemmo stated that Jackie Alwin is the new Chairman. Dwayne stated that Mr. Lentini's term was up July 1<sup>st</sup> so whoever we would elect in April would have become the new member in July. Selectman Cowan asked if there was anybody that had come forward to express any interest in the position and Dwayne stated that Rob Moore had inquired about it. Dwayne stated that the Board needs to make a decision. They can allow the term to stay empty and whoever gets elected on April 5<sup>th</sup> would start at the next School Board meeting after the election. The other option is that the Board can fill the position between now and the April election. Selectman Cowan asked if the School Board had a preference. Dwayne stated that there are two ways to look at it. Right now we would be represented through the budget process with only two individuals. Selectman Danforth asked what the time frame for getting someone through the process to sit on the School Board until April. Dwayne stated that it would be at least a couple of meetings. Chairman Galemmo stated that he is actively looking for someone to run for the position. He said he was thinking about someone but his spouse works at the school so he couldn't be on the Board. Dwayne stated that there are no rules against this. Chairman Galemmo is trying to convince Marty England to run for the position. Dwayne stated that they would need to advertise the position and then hold interviews so you're looking at the end of February or beginning of March for a position that they would hold only until April. Chairman Galemmo stated that he didn't feel that we would be seriously hurt by only having two individuals on the Board right now. Selectman Danforth stated that it wasn't worth going through all that effort to get somebody for only one or two meetings.

Chairman Galemmo stated that on the letter that Christine had sent with the nominations for the caucus, it stated School Board 1 year and School Board 3 years. He thought that everyone else was staying on. Dwayne stated that he would check on it.

Selectman Drew suggested that Dwayne draft a letter to Mr. Lentini thanking him for his service. The other Board members agreed.



#### **4. Unfinished Business:**

##### **C. Budget FY15: Review Budget for FY15**

Dwayne stated that as we stand right now, the budget is down to about .6% from last year's budget. He stated that this year they have to do the budget different. In year's past, when the Budget Committee has voted, it would say "The Budget Committee recommends X number of dollars" and we would take part of it out of taxation, part of it out of excise tax, etc. They are not doing that this year. Our Auditor wants us to just raise the appropriation and there will be an Article on the town floor that says, "To utilize these revenues to offset ...". The only thing that we will need to specify is if we use undesignated surplus. Impact fees and Pay As You Throw will also need to be separated out. Selectman Drew asked when they were going to get their books and Dwayne stated that they would be ready for the Budget Committee meeting on February 3<sup>rd</sup> and he would have them for the Board at the February 4<sup>th</sup> meeting. Selectman Drew asked if he could put a list of the name of the Budget Committee members in the front of the book and Dwayne stated that he could do that.

Dwayne stated that the amount on the taxation side is up about 3 ½ percent which is about \$.07 to \$.10. He thinks that this will be offset with BETR, BETE and Homestead Exemptions so it will probably more in the \$.02 range overall. He stated that our BETE numbers are going up because Pratt bought more equipment this year. He stated that if it goes over \$384,000, than this nips away at all these numbers.

He stated that it is a lower budget than last year and he hopes that it is pretty revenue neutral but it is about \$74,000 more in taxation. He stated that he does not know what the School Budget will be like yet and he said that the County Budget will be about the same.

Dwayne went through some of the budget items. He stated that with the Police budget, operation costs are up but the overall budget is down because they are not purchasing a cruiser this year. In Protection, we are up 1.11% which is all related to dispatch costs. Public Works is only up .50% due to wage increases. Regarding Winter Public Works, he is hoping that \$100,000 will be enough and that we can bring some money forward from this year.

Dwayne stated that all of these figures are based on a salary increase of 2 ½%, so if the Board decides to change this it will affect his numbers.

The Transfer Station is down about 2%. This is mostly because of the amount of times that we are shipping to Pine Tree is down.

The Town Office is up about 2% mostly due to wages and insurances.

The Health Officer and Selectmen are flat.

The Code Enforcement is a 45.5% drop. This is due to the restructuring of Code Enforcement position.

Tax Assessment is up about 3%. Selectman Drew asked if we do mapping every year and who does the mapping for us. Dwayne stated that they do the mapping once a year and Underwood Engineering does this for us.

Town Manager office is up about 3%. This is predicated on salary increases which still needs to be discussed.

General Assistance was at \$15,000 but he has reduced it to \$10,000. He stated that after looking at our numbers, \$10,000 would be more than enough. He stated that through the first half of this year, we have spent \$750. He does state that with Unemployment Benefits being cut, he thinks this will go up but not by that much.

Eastern Trail has requested \$3,500 but he has not put that in yet. Dwayne stated that this decision would have to be made at the Budget Committee level.

Cemeteries requested \$19,200 but he is only recommending \$13,200. He stated that they requested money for Hillside Cemetery but they have almost \$100,000 in the account so we can utilize some of that money if needed.

There is a big increase for Fire but in terms of Operations, it is only up about 1 ½%. The big cost increases are the first payment of the pumper truck, the SCBA equipment replacement and then the redoing of the floor at the station. Overall, the budget is up about 28%.

Rescue had submitted a budget with an increase of 4.74% but they have submitted a revised budget with a 3% increase.

The Library started at 16% but it is now down to about 3%. He did speak with the Librarian about the idea that he had for the parking lot and she will be talking to their Trustees about that. She said that she would be happy with that.

The Parks and Recreation is just about flat. Regarding the Mill Field repairs, he dropped the figures to \$15,000 so it will be \$5,000 for the Gazebo and \$10,000 to repair some of the benches. Community Center is up just about 1%. He stated that the purchase of the chairs that were discussed at a previous meeting will be able to be bought with this year's budget. They are getting vinyl banquet chairs for about \$3,000. They will take all of the folding chairs and put them in the old youth center so they can be used outside. The existing padded chairs will be moved into the Boy Scout room. They are also looking into getting 6 round plastic tables as well.

The Planning Board is down 14% mainly due to the restructuring of Larry's job. The Appeals Board is flat. The Historical Society is down.

Dwayne is recommending flat funding of the grants. For the new requests that have come in, he is only recommending \$2,000 for the American Red Cross which is half of what they requested. He is recommending the full requests for Woodfords, York County Parent Awareness and Seacoast AIDS. The \$20,000 for Great Works Land Trust is what is making the numbers so high and this will actually come out of impact fees. He stated that he could actually remove this from the budget and it would make the budget look better. He could remove it and add it to the front end of the warrant and call it a current year expenditure and not a next year expenditure. He said the money is sitting in the bank anyway. The Board recommended that he remove it from the Budget.

Insurance has gone up 2 ½%. FICA is up 5%. Town Office Building Fund is the same. Mill Field is the same at \$5,000.

Dwayne stated that he is currently at about 3.75%. He stated that if he removes the impact fee money out of there, we will be at about a percent less than last year's budget.

Dwayne stated that he now needs to know what the Board would like for the salary increases. He has built in 2 ½% but they can change that if they want. Chairman Galemme stated that he would keep it at that because that is what they are also giving the police.

Selectman Drew motioned to have the salary increases be at 2 ½% for town employees. Selectman Cowan seconded the motion. VOTE: 4-0

Dwayne stated that they need a draft warrant for the Budget Committee to work off of so he has included it in the packet. He wants them to look at Article 4 which is what he was talking about earlier when discussing how the Auditor wanted the budget done. It reads: To see if the Town will vote to apply the following estimated amounts from Excise Taxes, Miscellaneous Fee Revenues, Revenue Sharing, BETE Reimbursement and Homestead Exemption Reimbursement to use toward the 2014/2015 Budget appropriations, thereby decreasing the amount to be raised by taxation.

Dwayne stated he has kept the Warrant in the same format as the past several years. The only thing he will move is the Article 41 regarding the Great Works Regional Land Trust. He will move this up to the front of the Warrant.

Selectman Cowan motioned to approve the draft Warrant with the amendment that Article 41 will be moved to the front of the Warrant.

Selectman Drew seconded the motion. VOTE: 4-0

## **6. Other Business – Executive Session – Personnel**

## **7. Review and Approve Warrants and Correspondence**

Warrant: January 14, 2014	- \$ 41,802.24
Warrant: January 21, 201	- \$ 592,597.82

Dwayne stated that the amount on the Warrant for January 14, 2014 has the incorrect amount of \$41,802.24. It will actually be \$7,165.63. There was a check that was voided but the Warrant had already been issued.

Selectman Drew motioned to accept the amended Warrant for January 14, 2014 for the amount of \$7,165.63 and the Warrant for January 21, 2014 for the amount of \$592,597.82.

Selectman Cowan seconded the motion. VOTE: 4-0

## **8. Adjournment**

Selectman Drew motioned for the Board to go into Executive Session from 9:00 pm to 9:15 pm. Selectman Cowan seconded the motion. VOTE: 4-0

Selectman Drew motioned to adjourn the meeting at 9:15 pm. Selectman Cowan seconded the motion. VOTE: 4-0

Respectively submitted:  
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Charles Galemmo

Selectman: Paul Danforth

Selectman: Elaine Folsom

Selectman: Gregg Drew

Selectman: Wendy Cowan