

**North Berwick Board of Selectmen's Minutes: January 18, 2011**

**NORTH BERWICK BOARD OF SELECTMEN MINUTES JANUARY 18, 2011**

**Present:** Chairman Danforth, Selectman MacDougall, Selectman Drew and Selectman Allaire.

**Also Present:** Dwayne Morin.

Chairman Danforth opened the Board of Selectmen's Meeting at 6:30 p.m.

**1. Pledge of Allegiance**

**2. Review and Approve Minutes of December 21, 2010**

Selectman MacDougall moved to accept the Minutes of January 4, 2011 as written, Selectman Allaire seconded a motion. Vote, 4-0

**3. Public Input:** No Public Input

**4. Unfinished Business:**

**Reminders:** Next Board of Selectmen's Meeting – Feb. 4, 2011- 6:30 pm Municipal building  
**NBPBA Negotiations** – January 19, 2011 – 6:00 p.m. Municipal Building  
**Budget Committee** – January 31, 2011 – 6:30pm Municipal Building

**6. New Business:**

**A. Budget FY12 - Salaries:**

Dwayne stated that the CPI index for 2010 was just released and the increase in the CPI was 2.1%. Dwayne presented the Board with salary spreadsheets depicting the 2.1% increase with the exception of the Town Manager's salary which is to be 4% pursuant to the employment

contract, the Police Department which is still in contract negotiations, the Police Department Secretary which Dwayne is requesting a 4% increase to bring in line with other area salaries for the same position, a new sliding scale for per-diem EMT's requested by the Rescue Chief and new salaries for the Fire Department officers with a 8.5% increase recommended by the Fire Chief.

The Board reviewed the salaries and discussed the impact on the budget. The Board also reviewed the MMA salary report looking at similar towns and areas and their rates of pay.

It was moved by Selectmen Drew to proposed a 2.1% COLA increase for the employees with the following exceptions:

- Does not include police department as negotiations have not been completed,
- Police Secretary to receive 4% increase,
- Per-diem sliding scale requested by the Rescue Chief approved as presented, and
- Fire Department Officer Stipends to remain the same for the next fiscal year but to be reviewed on an annual basis.

Selectmen MacDougall seconded the motion. Vote 4-0 in favor.

## **B. Budget FY12 Review:**

The Board reviewed the entire budget with the Town Manager by department. After all the review was completed, the Board established the budget at a 2.93% increase over last year at \$3,708,520.00.

This is broken down as follows:

	<b>Actual FY2011</b>	<b>Requests FY2012</b>	<b>% Change 11 - Req 12</b>	<b>BOS/TMR FY2012</b>	<b>% Change BOS/TMR12</b>
<b>General Government</b>					
Town Office	\$316,136.00	\$328,230.00	3.83%	\$328,230.00	3.83%
Selectmen	\$5,200.00	\$5,200.00	0.00%	\$5,200.00	0.00%
Code Enforcement	\$59,215.00	\$61,930.00	4.58%	\$61,930.00	4.58%
Town Manager	\$111,750.00	\$117,475.00	5.12%	\$117,475.00	5.12%
Tax Assessment	\$46,000.00	\$47,000.00	2.17%	\$47,000.00	2.17%
Planning Board	\$14,300.00	\$14,000.00	-2.10%	\$14,000.00	-2.10%
ZBA	\$4,500.00	\$4,500.00	0.00%	\$4,500.00	0.00%
Insurances	\$197,600.00	\$200,850.00	1.64%	\$203,850.00	3.16%
General Assistance	\$20,000.00	\$20,000.00	0.00%	\$20,000.00	0.00%
Conservation Comm					
<b>Subtotal</b>	<b>\$774,701.00</b>	<b>\$799,185.00</b>	<b>3.16%</b>	<b>\$802,185.00</b>	<b>3.55%</b>

		<b>Requests</b>	<b>% Change</b>	<b>BOS/TMR</b>	<b>% Change</b>
		<b>FY2012</b>	<b>11 - Req 12</b>	<b>FY2012</b>	<b>BOS/TMR12</b>
<b>CIP</b>					
Police Equip	\$0.00			\$0.00	
Fire Equip	\$50,330.00	\$40,000.00	-20.52%	\$40,000.00	-20.52%
Fire Build					
Roads	\$395,000.00	\$430,000.00	8.86%	\$380,000.00	-3.80%
Bridge					
Public Works Equip		\$83,000.00		\$64,000.00	
Public Works Build					
Parks and Rec					
Town Hall	\$27,000.00				
Rescue Equip		\$10,000.00		\$4,300.00	
Rescue Build					
Communications		\$15,000.00		\$15,000.00	
Transfer Station Build	\$0.00			\$0.00	
Transfer Station Equip					
<b>Subtotal</b>	<b>\$472,330.00</b>	<b>\$578,000.00</b>	<b>22.37%</b>	<b>\$503,300.00</b>	<b>28.02%</b>
	<b>Actual</b>				
	<b>FY2011</b>				
<b>Public Works</b>					
Winter	\$125,000.00	\$100,000.00	-20.00%	\$100,000.00	-20.00%
Public Works	\$348,665.00	\$341,745.00	-1.98%	\$347,370.00	-0.37%
<b>Subtotal</b>	<b>\$473,665.00</b>	<b>\$441,745.00</b>	<b>-6.74%</b>	<b>\$447,370.00</b>	<b>-5.55%</b>
<b>Health and Social Services</b>					
Transfer Station	\$269,515.00	\$253,355.00	-6.00%	\$252,555.00	-6.29%
Septic Waste					
Health Officer	\$500.00	\$500.00	0.00%	\$500.00	0.00%
Social Service Agenci	\$26,173.00	\$25,080.00	-4.18%	\$24,530.00	-6.28%
<b>Subtotal</b>	<b>\$296,188.00</b>	<b>\$278,935.00</b>	<b>-5.83%</b>	<b>\$277,585.00</b>	<b>-6.28%</b>
<b>Protection</b>					
Police	\$678,030.00	\$738,240.00	8.88%	\$730,000.00	7.66%
Fire	\$113,480.00	\$124,347.00	9.58%	\$119,005.00	4.87%
Rescue	\$77,330.00	\$100,800.00	30.35%	\$89,700.00	16.00%
Street Lights	\$30,000.00	\$30,000.00	0.00%	\$30,000.00	0.00%
Hydrants	\$107,400.00	\$118,500.00	10.34%	\$118,500.00	10.34%
Dispatch	\$69,500.00	\$71,500.00	2.88%	\$71,500.00	2.88%
Animal Control	\$22,000.00	\$20,000.00	-9.09%	\$20,000.00	-9.09%
<b>Subtotal</b>	<b>\$1,097,740.00</b>	<b>\$1,203,387.00</b>	<b>9.62%</b>	<b>\$1,178,705.00</b>	<b>7.38%</b>
<b>Library</b>	\$193,968.00	\$193,968.00	0.00%	\$193,968.00	0.00%
Library CIP	\$0.00			\$0.00	
<b>Subtotal</b>	<b>\$193,968.00</b>	<b>\$193,968.00</b>	<b>0.00%</b>	<b>\$193,968.00</b>	<b>0.00%</b>

	Actual FY2011	Requests FY2012	% Change 11 - Req 12	BOS/TMR FY2012	% Change BOS/TMR12
<b>Other</b>					
Historical Society	\$8,200.00	\$8,000.00	-2.44%	\$8,000.00	-2.44%
Outside Agencies	\$4,516.00	\$4,562.00	1.02%	\$4,562.00	1.02%
Cemetery	\$5,500.00	\$5,500.00	0.00%	\$5,500.00	0.00%
Mill Field Festival	\$0.00	\$5,000.00		\$5,000.00	
Great Works Land Trust					
Committee Appreciati	\$4,000.00	\$4,000.00	0.00%	\$4,000.00	0.00%
Eastern Trail	\$0.00			\$0.00	
<b>Subtotal</b>	<b>\$22,216.00</b>	<b>\$27,062.00</b>	<b>21.81%</b>	<b>\$27,062.00</b>	<b>21.81%</b>
<b>TIF</b>					
Pratt					
Hussey	\$70,575.00	\$71,550.00	1.38%	\$71,550.00	1.38%
<b>Subtotal</b>	<b>\$70,575.00</b>	<b>\$71,550.00</b>	<b>1.38%</b>	<b>\$71,550.00</b>	<b>1.38%</b>
<b>Parks and Rec</b>					
Parks and Rec	\$75,800.00	\$82,030.00	8.22%	\$82,030.00	8.22%
Community Center	\$23,650.00	\$47,650.00	101.48%	\$22,650.00	-4.23%
NBAA	\$6,600.00	\$6,600.00	0.00%	\$6,600.00	0.00%
<b>Subtotal</b>	<b>\$106,050.00</b>	<b>\$136,280.00</b>	<b>28.51%</b>	<b>\$111,280.00</b>	<b>4.93%</b>
<b>Debt</b>					
Community Center	\$0.00			\$0.00	
Municipal Building	\$95,515.00	\$95,515.00	0.00%	\$95,515.00	0.00%
<b>Subtotal</b>	<b>\$95,515.00</b>	<b>\$95,515.00</b>	<b>0.00%</b>	<b>\$95,515.00</b>	<b>0.00%</b>
<b>Totals</b>	<b><u>\$3,602,948.00</u></b>	<b><u>\$3,825,627.00</u></b>	<b>6.18%</b>	<b><u>\$3,708,520.00</u></b>	<b>2.93%</b>
	<b>Actual</b>	<b>Requests</b>		<b>BOS/TMR</b>	
	<b>FY2011</b>	<b>FY2012</b>		<b>FY2012</b>	
Operations*	\$3,060,043.00	\$3,247,627.00		\$3,133,670.00	
% Inc/Dec	2.55%	6.13%		2.41%	
CIP	\$472,330.00	\$578,000.00		\$503,300.00	
% Inc/Dec	-30.58%	22.37%		6.56%	
Total Budget	\$3,602,948.00	\$3,825,627.00		\$3,708,520.00	
% Inc/Dec	-3.53%	6.18%		2.93%	

**C: Budget FY12 – Draft Warrant**

Dwayne presented a draft warrant for review by the Board of Selectmen. Dwayne explained that the draft warrant is needed for Budget Committee review and the final warrant does not have to be approved until the beginning of March. The Draft Warrant is in the same layout as last year. It was requested to create a town report article to see if the Town's people would like to do away with mailing a town report to each resident and have them available for citizens to pick up instead. It was moved by Selectmen Drew and Seconded by Selectmen MacDougall to approve the draft warrant with the corrections. Vote 4-0 in favor.

**6. Other Business: Executive Session: Personnel - MRSA – 405 (6)(A)**

Selectman Drew moved to go into Executive Session at 9:50 p.m., Selectman MacDougall seconded a motion. Vote, 4-0

Selectmen MacDougall moved to come out of executive session at 10:15 pm, Selectmen Drew seconded a motion, Vote, 4-0 in favor.

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

Warrant: January 11, 2011 - \$5,515.85

Warrant: January 18, 2011 - \$541,541.16

Selectman Drew moved to accept the Warrants of January 11, 2011 in the amount of \$5,515.85 and January 18, 2011 in the amount of \$541,541.16, Selectman Allaire seconded a motion. Vote, 5-0

**8. Adjournment:**

Selectman Drew moved to adjourn at 10:30 p.m., Selectman Allaire seconded a motion.  
Vote, 4-0

Respectively Submitted:  
Dwayne G. Morin  
Town Manager

Original to Town Clerk

Chairman: Paul Danforth

Selectman: Elaine Folsom

Selectman: Jay MacDougall

Selectman: Gregg Drew

Selectman: Arthur Allaire