

Minutes
Special Bar Harbor Town Council
January 24, 2019

I. **CALL TO ORDER** – 6:00 p.m. – In attendance were Councilors: Stephen Coston, Paul Paradis, Gary Friedmann, Matthew Hochman, Joe Minutolo, Erin Cough; and Town Manager Cornell Knight. Absent: Judith Noonan.

II. **SCHOOL & PROTECTIONS BUDGET COST CENTER:**

	<u>Page</u>
A. School Department (separate Tab)	
Revenues	School 1
Expenses	School 2
Capital Improvement Program (CIP Tab)	
School	CIP Expenses 6
Narrative	CIP Narrative 19-20

Principal Barb Neilly, Business Manager Nancy Thurlow, Superintendent Marc Gousse and Chair of the School Committee Kristi Losquadro spoke to the proposed budget and answered Council questions. Topics of discussion included:

- Salary increases now that the teachers’ contract is settled.
- Accolades received at both the national and state levels and the quality of education.
- Use of the CIP to make sure the buildings are safe and to cover unanticipated repairs rather than making improvements. Priority in FY20 is the water main.
- The carry over amount.
- Change in health insurance to a high deductible plan with an HRA and adding a wellness component.
- Class sizes.
- Teachers dealing with more outside influences that impact teaching e.g. social traumas such as the opioid crisis and children diagnosed with PTSD, anxiety and depression.
- Being aware of fiduciary responsibility without compromising education and needing help to find a balance.

Council comments regarding the CIP and the carry over included: the purpose of a CIP is to alleviate the cushion, not create it; it seems the operating budget should be going up for repairs, not the CIP; and the need to detail where CIP funds are spent for repairs. Ms. Neilly will work with Finance Director Stan Harmon on updating the CIP.

Mr. Paradis, with second by Ms. Cough, move to reduce the School CIP by \$100,000. Motion passed 6-0.

B. Police Department

Police Chief Jim Willis gave an overview of the department, particularly staffing for Bar Harbor and Mount Desert.

Revenues & Fees Schedule

Revenues	Revenue 2
Fees Schedule	Rev: Fees 11

Parking is now a separate fund. The fees do not yet reflect recommendations from the Parking Solutions Task Force; it will be after significant changes are made to the Parking & Traffic Ordinance.

Following discussion on parking ticket revenues, Mr. Paradis, with second by Mr. Hochman, moved to transfer \$30,000 in parking ticket revenues to general fund account 1088 on Revenues page 3. Motion passed 6-0.

Expenses

Police Department	Budget 5-6
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Staffing for parking enforcement is now in the Parking Fund. Chief Willis is worried three staff is not enough for enforcement of parking permits outside the meter area. A future concern: at one time Bar Harbor wages were ahead of the curve but now they are falling behind, especially compared to Mount Desert.

Dispatch	Budget 6
Street Lights	Budget 7

Discussion about LED conversion.

Capital Improvement Program

Police Department	CIP Expenses 3
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Chief Willis addressed cruiser replacements now and in the future.

Dispatch	CIP Expenses 3
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Chief Willis is worried about the console, it is at end of life and we can no longer get parts. Entry level cost is \$50,000, it used to be \$15,000.

Narrative	CIP Narrative 13-14
List of Equipment	CIP 22-23

No action taken for Expenses or CIP.

C. Parking Meter Fund (Separate Tab)

Revenue	PM-1
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Expense	
Operations	PM-2, 3
Capital	PM-3

Discussion about estimated revenues and agreement on being conservative this first year. Mr. Harmon identified a transfer to the general fund of \$29,746 from page PM-2 that was omitted from Revenues page 3, 1088

Oper Transfers In/Out. No action taken.

D. Fire Department

Revenues & Fees Schedule

Revenues

Revenue 2

Fees Schedule (Ambulance)

Rev: Fees 7

Fire Chief Matt Bartlett talked about challenges with reimbursement and the increase in non-billable ambulance runs where a service is performed but transport does not occur. Increasing fees has the potential to increase our write-offs.

Expenses

Fire Department

Budget 5

The additional hire that starts in October will bring staffing to four on all three shifts. This has allowed us to do more transports to Bangor, which we get paid for but couldn't do before.

Public Fire Protections

Budget 5

Public Safety Building

Budget 7

The treadmill and elliptical in line 5702 are also available for use by the PD and all town employees.

Capital Improvement Program

Ambulance

CIP Expenses 2

Fire Department

CIP Expenses 2

The grant to purchase turnout gear and hoses a couple of years ago got us out of trouble. With a life expectancy of 10 years, we can get ahead of it now.

Public Safety Building

CIP Expenses 3

Narrative

CIP Narrative 11-12

List of Equipment

CIP 22

No action taken for Fire Department.

III. **Review of Proposed Budget** – *Possible changes to proposed budget.* – Mr. Harmon recapped budget changes: even though Council doesn't vote on it, the new assessment number for the high school is \$35,533 less; \$12,000 less in Solid Waste wages; \$100,000 less in School CIP, \$30,000 in transfer of parking citation revenue to the general fund, along with the omission of the transfer of \$29,746. Result is a new estimated mil rate of \$11.86 and a new estimated tax increase of 2.6%.

IV. **FY20 Budget** – *Possible action to:*

A. *Tentatively adopt the budget as proposed/amended*

B. *Submit FY20 Budget to the Warrant Committee as proposed/amended.*

C. *Schedule a public hearing Tuesday, February 19, 2019.*

Mr. Paradis, with second by Mr. Hochman, moved to tentatively adopt the budget as amended, submit the FY20 amended budget to the Warrant Committee, and schedule a public hearing for Tuesday, February 19, 2019.

The USGS well monitoring was discussed again, particularly the question of who uses it. Even though the town doesn't use it, others are still funding it. Mr. Harmon stated we are billed quarterly and have a signed contract through September 2019. Ms. Cough, with second by Mr. Paradis moved to take the USGS well monitoring out of the budget at the end of the contract. Motion passed 4-2 (Nay: Mr. Friedmann, Mr. Minutolo). Mr. Harmon stated he will reduce the line item for three quarters, approximately \$4,800.

Amended motion passed 6-0.

V. **REMINDER – Special Meeting – March 26, 2019 with the Warrant Committee.**

Mr. Paradis thanked the following: the person (Deputy Clerk Jocelyn McLean) that folded all the CIP pages; the entire staff that comes to meetings and sits through our questions; Town Manager Cornell Knight, and Finance Director Stan Harmon. The budget gets thinner every year, it's a huge learning curve and Stan is patient, professional and one of the best finance director's in the state.

EXECUTIVE SESSION:

Town Manager Cornell Knight moved to go into executive session as permitted by 1 M RSA 405.6.C for discussion or consideration of real or personal property at 8:25pm. Motion passed 6-0. Council returned to regular session at 8:32pm. No action taken.

VI. **ADJOURNMENT** – Mr. Paradis, with second by Mr. Hochman, moved to adjourn at 8:32 p.m. Motion passed 6-0.

Sharon M. Linscott, Town Clerk