

**Union Budget Committee Meeting Minutes**  
**April 17, 2013 #1**

**Committee Members Present:** Christine Savage, David Shaub, Doris Vertz, Erik Amundsen, Jody Wentworth, John Mountainland, John Field, Laura Curtis, Lincoln Hawes, Scott Sabins, and Terry Brackett

**Committee Members Absent:** Nate Pease

**Also Present:** Jay Feyler, Helen Zhan, Lyle Cramer, and Representatives from; Come Spring Food Pantry, Vose Library, Spectrum Generations, New Hope For Women, Penquis, Broadreach and Midcoast Community Action

**Secretary's Notes:** Because the Warrant Article numbers on the draft version we used would be different in the Town Report due to planned revisions, Jay Feyler asked that these minutes not reference article numbers. Due to absences, the Warrant Articles were reviewed in a different order than outlined in this meeting's Agenda.

1. **Call Meeting to Order:** by Chair at 6:30 PM.
2. **Pledge of Allegiance:** Given by all who wished.
3. **Approval of Minutes for 11/28/12 meeting:** Motion made by Dave Shaub to approve minutes as distributed and as amended/corrected. Seconded by Christine Savage. 9 for, 2 abstentions- Scott Sabins & Erik Amundsen
4. **Overview of Budget by Town Manager:** Jay Feyler relayed that this is one of the most difficult budgets that he has done because of not knowing what revenue sharing was going to be like. He said that this budget is pretty much down to the bone. Administration, Protection and Code Enforcement are down. The over-all budget is down \$10,673 despite increases of Tri-County and County Dispatch. The actual Town budget is down \$22,709 however there two warrant articles just added by the Selectmen on Tuesday that if they are both approved at Town Meeting, our Town budget will only be reduced by \$2,709.19. If they cut Revenue Sharing, we are pretty good shape because we are actually operating on last year's Revenue Sharing, however if they do cut it, it would be a good idea for the Selectmen to direct me to make half of those cuts now so that we don't have a giant impact next year. We are looking pretty good but I don't expect the budget to go down again next year. The only way that we can reduce our budget further is to totally reduce services. Union's share of the school budget is down slightly. Depending on revenues (that should be known by June Town Meeting), we should have a fairly flat mill rate. Jay confirmed a statement he made at the February Informational Meeting regarding paving. Based on our current rate of paving, in 2-3 years we should be at the point where we don't have paved roads in poor shape and we should be on a regular plan to keep them maintained. The key to that are the additional paving funds that we have been requesting. Dave Shaub mentioned in his review of the Town's Audit he noticed that the revenues were higher than expected and that the expenditures were less than expected. The roughly \$400,000 difference was very cheery news.
5. **Outside Agencies:** The Representatives for Come Spring Food Pantry, Vose Library, Spectrum Generations, New Hope For Women, Penquis, Broadreach and Midcoast Community Action each made presentations and answered questions for the Budget Committee. The agency requests are being handled through two separate warrant articles. One for in-town agencies and a separate one for all others.

Dave Shaub made a motion to approve the amount requested (\$23,200) for in-town agencies Union Senior Citizens, Come Spring Food Pantry and Vose Library. Seconded by Laura Curtis. Unanimous.

Scott Sabins made a motion to approve the amount requested (\$6,299) from other outside agencies. Seconded by Terry Brackett. Unanimous.

6. **Animal Control:** Erik Amundsen made a motion to approve the amount requested (\$36,050). Seconded by Christine Savage. Unanimous.
7. **Parks and Recreation:** Motion made by Erik Amundsen to approve the amount requested (\$10,000). Seconded by Christine Savage. 10 for, 1 against.
8. **Ambulance Operation:** Motion made by Dave Shaub to approve the \$167,609.00 ambulance budget as requested. Seconded by Laura Curtis. 10 for, 1 abstention. Note: Ambulance reserve accounts will be voted on under a separate article combined with other departments.
9. **Public Works:** Motion made by Dave Shaub to approve the \$444,358.00 budget as requested. Seconded by Laura Curtis. Unanimous.

Paving/Road Construction – Motion made by Laura Curtis to approve the \$300,000 requested. Seconded by Terry Brackett. Unanimous.

10. **Reviewed, but not voted 4/17:** These items will be voted on 4/18 with combined Warrant Articles involving other departments.
  - a. Administration
  - b. Septic Waste and Tri County
  - c. Ambulance Vehicle and Equipment Reserve
  - d. Highway Equipment Reserve
  - e. Social Security
  - f. Founders Day, Budget Committee and Retirement
  - g. Common Maintenance
  - h. Interest Expense
11. **Recess:** Motion by Terry Brackett to recess until 4/18. Seconded by Scott Sabins. Unanimous.

**Union Budget Committee Meeting Minutes**  
**April 18, 2013 #2**

**Committee Members Present:** Christine Savage, David Shaub, Doris Vertz, Erik Amundsen, Jody Wentworth, John Mountainland, John Field, Laura Curtis, Lincoln Hawes, \*Scott Sabins, and Terry Brackett  
\*Scott was called away for the first part of the meeting.

**Committee Members Absent:** Nate Pease

**Also Present:** Jay Feyler, Helen Zhan, Lyle Cramer, Maria Pease, Barry Norris, Joe Patuca, Kevin Soule and Aaron Holmes

**Secretary's Note:** Vote counts totals during the first part of this meeting indicate a total of 10 due to the absence of Nate Pease and Scott Sabins. Vote totals change to 11 once Scott Sabins joined the meeting already in process.

**12. Call Meeting to Order:** by Chair at 6:30 PM.

**13. Pledge of Allegiance:** Given by all who wished.

**14. Fire, Code, EMA, Hydrant and Dispatch:** Reviewed with Barry Norris, but voted on separately or with combined Warrant Articles involving other departments.

**15. Code Enforcement Officer:** To see what sum the Town will vote to RAISE AND APPROPRIATE for the Code Enforcement Office for fiscal year 2013-2014 or act thereon. Full Time \$41,000 ¾ time \$31,000.00 Half time \$23,000. Motion made by John Field to make no recommendation. Seconded by Dave Shaub. 4 for, 6 against. Motion fails.

Motion made by Erik Amundsen to recommend funding at full time. Seconded by John Mountainland. 7 for and 3 against.

**16. County Dispatch:** To see if the Town will vote to RAISE AND APPROPRIATE the sum of \$57,030.00. , to fund the contract for dispatching services with the Knox Regional Communication Center, or act thereon. (2013-\$56,429.00). Motion by Christine Savage to approve the amount requested. Seconded by Erik Amundsen. 7 for, 2 against, 1 abstention.

**17. Assessors:** Met with Jim Murphy, but voted on this line under a combined Warrant Article involving other departments.

**18. Combined Article:** To see what sum of money the Town will vote to RAISE AND APPROPRIATE for the fiscal year 2013-2013 budget for the following purposes, or act thereon: This article includes the follow items: Administration, Pullen Bldg. Maintenance, Assessors, Stipends, Office Personnel, Insurances, Town Maintenance, Hydrant Rental, TCSWMO, Septic Waste Contract, Planning Dept./Codes, Fire Department, Street Lights, Common Green Maintenance, Budget Committee, Birdhouses, Founder's Day Committee, Town Retirement Match, Emergency Management, Social Security and TAN Interest. Dave Shaub made a motion to approve all items (A-U) in the amounts requested (total of \$601,214). Seconded by Christine Savage. Unanimous.

- 19. Ordinance Consolidation:** To see if the Town will RAISE AND APPROPRIATE an amount not to exceed \$10,000, for the purpose of consolidating ordinances or act thereon. The Planning Board Chair (Maria Pease) revealed problems with our ordinances and that because of a recent court case and advice from the Town Attorney, we have had to revert to the 2004 version of our Land Use Ordinance. This has resulted in the nullification of all revisions since 2004 previously approved by Union's Citizens at various Town Meetings. A motion was made by Dave Shaub to approve the article as written. Seconded by John Field. 9 for and 1 abstention.
- 20. Transfers between Town Accounts:** To see if the Town will authorize the Board of Selectmen to transfer up to 10% of unexpended balances between accounts as needed and with a 4/5th vote, or act thereon. A motion was made by Erik Amundsen to approve the article as written. Seconded by Laura Curtis. 6 for and 4 against.
- 21. Town Storage Shed:** To see if the Town will vote to RAISE AND APPROPRIATE the sum of \$10,000 for the replacement of the storage shed at the Public Works garage or act thereon. A motion was made by Christine Savage to approve the article as written. Seconded by Laura Curtis. 9 for and 1 abstention.
- 22. Union Assistance Fund:** To see what sum of money the Town will vote to APPROPRIATE FROM the I.C. THURSTON FUND an amount not to exceed \$5,000 for the UNION ASSISTANCE FUND or act thereon: (2013-\$5,000.00). A motion was made by Laura Curtis to approve the article as written. Seconded by Erik Amundsen. Unanimous.
- 23. Tax Abatements:** To see if the Town will vote to authorize the Board of Selectmen to APPROPRIATE FROM FUND BALANCE an amount not to exceed \$6,000 to be used to cover Tax Abatements for the fiscal year of 2013-2014. (2013- \$6,000.00) A motion was made by Laura Curtis to approve the article as written. Seconded by Christine Savage. Unanimous.
- 24. Interest Rate for Tax Overpayment:** To see if the Town will vote to set a rate of interest to be paid on the overpayment of abated taxes from the date of overpayment, or act thereon. A motion was made by Laura Curtis to accept the article with an interest rate of 3%. Seconded by John Mountainland. Unanimous.
- 25. Interest Rate for Delinquent Taxes:** To see if the Town, in accordance with 36 M.R.S.A. Section 505 (4), will vote that property taxes shall be delinquent if not paid by November 15, 2013 and May 15, 2014 and that interest at the rate of 7% per annum shall be charged on all delinquent property taxes, or act thereon. If the due dates fall on a Saturday, Sunday, or Holiday, then the due date will fall on the next business day and interest will start the day after. A motion was made by Laura Curtis to accept the article as written. Seconded by Erik Amundsen. Unanimous.
- 26. Treasurer:** To see if the Town will vote to RAISE AND APPROPRIATE \$5,000 for the salary of the Treasurer for the fiscal year 2013-2014, or act thereon: Motion by Dave Shaub to approved the amount requested. Seconded by Christine Savage. 6 for, 3 against and 1 abstention.

**Note:** Scott Sabins joins the meeting at this point. Vote totals will equal 11 for the rest of the meeting.

- 27. Reserve Accounts:** To see what sum of money the Town will vote to RAISE AND APPROPRIATE, and APPROPRIATE FROM ANTICIPATED REVENUE for the listed reserve accounts and to expend as needed for the fiscal year 2013-2014 or act thereon: This article includes reserve amounts for the following: Highway Equipment, Ambulance Vehicle, Ambulance Equipment, Fire Truck, Fire Equipment, Cemetery, and Bridge Repair for a total of \$98,000 by appropriation and \$21,000 from anticipated revenue. Laura Curtis made a motion to approve the article as written. Seconded by Erik Amundsen. 10 for and 1 abstention.

28. **General Assistance:** To see what sum the Town will vote to APPROPRIATE FROM THE SOURCES LISTED BELOW for General Assistance for the fiscal year 2013-2013, or act thereon: A motion was made by Christine Savage to approve the amount (\$10,000) as requested. Seconded by Laura Curtis. Unanimous.
29. **Cemeteries:** To see what sum the Town will vote to RAISE AND APPROPRIATE AND APPROPRIATE FROM THE SOURCES LISTED BELOW for Cemeteries for the fiscal year 2013-2013, or act thereon: A motion was made by John Field to approve the amounts requested (total of \$36,550). Seconded by Laura Curtis. Unanimous.
30. **Cable Franchise Fees:** To see if the Town will vote to authorize the Board of Selectmen to appropriate the sum of \$2000 from Cable Franchise Fees received for fiscal year 2013-2013, to be used for preparation of material for public awareness, through CATV Channel 99, Town of Union Website, or whatever means deemed appropriate, or act thereon. A motion was made by Laura Curtis to approve the article as written. Seconded by Christine Savage. Unanimous.
31. **Scholarship(s):** To see if the Town will vote to take the following amounts from income and interest earned on the respective scholarship accounts, to fund a scholarship(s) to be awarded in the year 2013-2013, or act thereon. (Total of \$35,300) A motion was made by Laura Curtis to approve the article as written. Seconded by Terry Brackett. Unanimous.
32. **Vose Library - William Pullen Trust:** To see if the Town will vote to APPROPRIATE from the William Pullen Trust the following sums or act thereon: Christine Savage made a motion to approve the amount of \$500 as written in the article. Seconded by Erik Amundsen. Unanimous.
33. **Reduce Tax Commitment:** To see if the Town will vote to APPROPRIATE from Fund Balance up to the amount of \$ 143,000 (amount updated by Jay Feyler) to reduce the tax commitment for 2013-2014 or act thereon: Motion made by Christine to approve the article as written. Seconded by Laura Curtis. Unanimous.
34. **Transfer of Funds:** To see if the Town will vote to APPROPRIATE THE FOLLOWING General Fund revenue sources to be used toward the 2013-2014 budget appropriations of the Town of Union, thereby decreasing the amount required to be raised by property taxes, or act thereon. Total of \$158,000. A motion was made by Laura Curtis to approve the article as written. Seconded by Christine Savage. Unanimous.
35. **Set next meeting date:** The Budget Committee will meet on 4/23/13 (Tuesday) at 6:30 to approve the minutes of the 4/17 & 4/18 meeting and any other required business.
36. **Adjourn:** Motion made by John Field to adjourn. Seconded by Laura Curtis. Unanimous.

These minutes were approved on 4/23/2013 with the following amendments.

Page 1 – Under ‘Also Present’ spelling of Helen Zahn corrected.

Under ‘Also Present’ added Jon Powers.

Under ‘Overview of Budget...’ added missing word ‘in’ to line “...we are in pretty good...”

Page 3 – Under ‘Also Present’ spelling of Helen Zahn corrected.

Under ‘Also Present’ added Jim Murphy.

Under Item #18, corrected spelling of word ‘following’ in “This article includes the following items: ...”

Page 5 – Under Item #31, year 2013 corrected to 2014 in line “...to be awarded in the year 2013-2014,...”