

-- APPROVED --
BRUNSWICK TOWN COUNCIL
SPECIAL MEETING MINUTES
June 30, 2008
6:00 P.M.
Municipal Meeting Facility

6:10 P.M. Council entered into workshop on the draft Comprehensive Plan update.

7:10 P.M. Chair King called the meeting to order and asked for the Pledge of Allegiance.

Councilors Present: Chair Joanne T. King, W. David Watson, Benjamin J. Tucker, Hallie Daughtry, Karen J. Klatt, Gerald E. Favreau, Margo H. Knight, Newell A. Augur, and David C. Webb

Councilors Absent: None

Town Staff Present: Donald Gerrish, Town Manager; Elin M. Gould, Deputy Town Clerk; Gary Brown, Assistant Town Manager; John Eldridge, Finance Director; Clark Labbe, Fire Chief; and the TV video crew.

104. The Town Council will hear public comments on An Ordinance Amendment amending the Town's prior bond ordinance authorizing the acquisition of a new fire truck, previously adopted on June 16, 2008 to authorize an additional \$450,000 of bonds or notes (for a total authorized amount of \$900,000) to acquire a second new fire truck, and to authorize a lease financing option, and will take any appropriate action.

Manager Gerrish referred the Council to Chief Labbe's memo regarding savings of about seventy-five thousand dollars if a second fire truck, which is scheduled for purchase in next year's Capital Improvement Plan, is acquired now.

Chair King opened the public hearing. Hearing no comments, she closed the public hearing.

John Eldridge, Finance Director, explained the possible use of a lease option, saying that method would shift the performance guarantee to the lessor. It would be a short term, one and a half year lease; ultimately the vehicle would be bonded. The decision to use the lease option method would depend on costs.

Responding to questions from several Councilors, Mr. Eldridge went on to explain that a lease would later be refinanced with bond money; the lease is a mechanism to get from one year to the next. The Town is not committed to this arrangement. This is a proposal from one manufacturer that allows flexibility, but this is a bid process and no decision will be made until all the bids are seen. These trucks are necessary since the current ones are about twenty years old. Depending on the Council's commitment to the second truck

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in the second year of the CIP, the Town should have the flexibility to pursue the financing options presented.

Councilor Augur said he will vote for this because it will be needed even if regionalization comes along down the road. He did, however, express frustration over the inability to get traction on the bigger picture. Chair King and Councilor Daughtry agreed with those sentiments.

Councilor Watson moved, Councilor Tucker seconded, to approve An Ordinance Amendment amending the Town's prior bond ordinance authorizing the acquisition of a new fire truck, previously adopted on June 16, 2008 to authorize an additional \$450,000 of bonds or notes (for a total authorized amount of \$900,000) to acquire a second new fire truck, and to authorize a lease financing option. The motion carried with nine (9) yeas.

(A copy of a memo from Chief Labbe and the amended ordinance will be attached to the official minutes.)

105. The Town Council will consider a Resolution for an Emergency Appropriation of \$190,000 from Unappropriated Available General Fund Revenues to Fund Unanticipated Expenditures in Winter Maintenance Operations during the Winter of 2007-2008, and will take any appropriate action.

Mr. Eldridge stated that the unanticipated expenditures were due to the severe winter weather.

Responding to Councilor Klatt's question, Manager Gerrish said he thought funds to cover this could be found in the operating budget. When the numbers are finalized the money will go back into the fund balance.

Councilor Watson moved, Councilor Tucker seconded, to adopt a Resolution for an Emergency Appropriation of \$190,000 from Unappropriated Available General Fund Revenues to Fund Unanticipated Expenditures in Winter Maintenance Operations during the Winter of 2007-2008. The motion carried with eight (8) yeas. Councilor Klatt was opposed.

(A copy of the resolution will be attached to the official minutes.)

106. The Town Council will consider a Resolution Authorizing a transfer \$365,000 From Funds that were Appropriated in the 2007-08 Budget and Transferred to a Capital Project Fund for Road Reconstruction and added to a Capital Project Fund for the Construction of a Salt/Sand Storage Facility, and will take any appropriate action.

Mr. Eldridge explained that \$425,000 was put into the 2007-08 budget for unspecified

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road projects. The projects anticipated with that money have been fully bonded. Taking \$365,000 from the budgeted money and combining it with previously appropriated funds, will come to \$615,000, the current cost of the sand/salt shed. This will allow the shed to be constructed before this coming winter.

Manager Gerrish, responding to Councilor Augur's question, said that Bath does not have a sand/salt shed and the one Topsham has is too small to accommodate both Towns' needs.

Councilor Klatt asked why the cost went up so much from what was appropriated previously.

Mr. Eldridge said the original costs were very preliminary estimates, the size of the shed has been increased, and the cost of steel has risen dramatically.

Councilor Favreau said the cost of steel has doubled since January.

Councilor Webb asked if there were any suitable buildings on the Base.

Manager Gerrish responded that there were none appropriate for this very specific use.

Councilor Daughtry also commented on the skyrocketing cost of building materials and asked if the money was coming from road projects that were not done.

Mr. Eldridge responded that there was a reduction in debt service last year and the decision was made to put the funds into unspecified road projects. Since then Mere Point Road, Bath Road, and Park Row were identified and have since been bonded.

Councilor Klatt suggested the possibility of going in with the City of Bath to build a sand/salt shed.

Manager Gerrish said the distance would be an issue.

Councilor Favreau moved, Councilor Knight seconded, to adopt a Resolution Authorizing the Transfer of \$365,000 From Funds Appropriated In The 2007-08 Budget For Road Construction To A Fund For The Construction Of A Salt/Sand Storage Facility. The motion carried with eight (8) yeas. Councilor Klatt was opposed.

(A copy of the resolution will be attached to the official minutes.)

107. The Town Council will consider adopting a resolution authorizing the transfer of funds between municipal offices, departments and agencies, and will take any appropriate action.

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Mr. Eldridge said there are actually two resolutions; the first one deals specifically with budgeting for employee benefits.

Manager Gerrish said State Revenue Sharing ended up \$135,000 over projections and Excise Tax \$35,000 over projections. It is anticipated that when the numbers are finalized the revenue projections will have been exceeded by \$350,000, not including State revenue Sharing, the largest part of that is interest on investments. \$500,000 will end up going into fund balance; \$190,000 has just been taken out by previous Council action this evening. He said the School Department is also repaying the Town early for funds loaned to them.

Councilor Augur moved, Councilor Favreau seconded, to adopt a Resolution Authorizing The Transfer Of Funds Between Municipal Offices, Departments And Agencies. The motion carried with nine (9) yeas.

Councilor Tucker moved, Councilor Webb seconded, to adopt a Resolution Authorizing The Transfer Of Funds Between Municipal Offices, Departments And Agencies. The motion carried with nine (9) yeas.

(A copy of the resolutions will be attached to the official minutes.)

108. The Town Council will consider adopting a resolution authorizing the over-expenditure of certain accounts for the fiscal year ending June 30, 2008, and will take any appropriate action.

Mr. Eldridge explained that this allows over-expenditures that may show up when the numbers are finalized to be dealt with without further Council action.

Councilor Augur moved, Councilor Webb seconded, to adopt a Resolution Authorizing The Overexpenditure Of Certain Accounts For The Fiscal Year Ending June 30, 2008. The motion carried with nine (9) yeas.

(A copy of the resolution will be attached to the official minutes.)

109. The Town Council will consider a request from the Finance Director to abate real and personal property taxes deemed uncollectible, and will take any appropriate Action.

Mr. Eldridge said these are six and seven year old accounts to be written off. He is pleased it is such a low number.

Manager Gerrish added that the Town does pursue these accounts, personal property is especially hard to pursue and staff does a good job.

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Responding to Councilor Augur's question, Mr. Eldridge said the Town has used collection agents before, as well as small claims court, and liens. These are cases of insolvency.

Councilor Tucker moved, Councilor Daughtry seconded, to request the Finance Director to abate real and personal property taxes deemed uncollectible. The motion carried with nine (9) yeas.

(A copy of a memo from John Eldridge will be attached to the official minutes.)

110. The Town Council will consider authorizing an Advance from the General Fund to Re-Finance Funds Provided to Purchase and make Renovations to the Former Times Record Building, and will take any appropriate action.

Mr. Eldridge said this is a reclassification as an advance and it will come back to the general fund when the building is sold.

Councilor Watson moved, Councilor Tucker seconded, to adopt a Resolution Authorizing An Advance From The General Fund to Re-Finance Funds Provided To Purchase And Make Renovations To The Former Times Record Building. The motion carried with nine (9) yeas.

(A copy of the resolution will be attached to the official minutes.)

111. The Town Council will consider any other action necessary to close the 2007-2008 fiscal year, and will take any appropriate action.

No further action is necessary.

Councilor Daughtry moved, Councilor Favreau seconded, to adjourn the meeting and go into workshop. The motion carried with nine (9) yeas.

The meeting adjourned at 8:00 p.m.

PLEASE NOTE: THESE MINUTES ARE NOT VERBATIM. A VIDEO RECORDING OF THE MEETING IS AVAILABLE AT THE TOWN CLERK'S OFFICE DURING REGULAR BUSINESS HOURS.

*Elin M. Gould
Deputy Town Clerk
July 1, 2008*

July 7, 2008

Date of Approval

Council Chair

