

## **Town of Brunswick, Maine**

**Finance Committee Meeting  
Monday, June 14, 2021 at 6:30 PM  
Meeting via electronic devices**

---

### **Meeting Minutes (DRAFT)**

Elected Officials: Councilors Dan Ankeles, Stephen Walker

Staff: Julia Henze, John Eldridge

**1. Acknowledgement that meeting was properly noticed**

DA called meeting to order. JH confirmed the meeting was properly noticed.

**2. Adjustments to agenda / Public comment**

No adjustments to the agenda. Jean Powers e-mailed asking about painting of town hall. JE is having public works department paint the entryway. The rest of the building is in the CIP.

**3. Approval of meeting minutes from 5/10/2021**

SW moved to approve, seconded by DA, approved by those present.

**4. Proprietary/Enterprise Funds – Review of Accounting Standards**

JH discussed differences in accounting and financial reporting between governmental funds and proprietary/enterprise funds.

**5. Review Town of Brunswick Enterprise Funds**

**a. Mere Point Wastewater System**

JH provided the committee with a brief history & description of the Mere Point Waste Water Facility and transitioned to an analysis of a historic (and projected) balance sheet and income statements for the fund. User fees were adjusted effective April 1 due to increased Brunswick Sewer District fees as well as building a force main on Webb Field Road.

**b. Train Station/Visitors Center**

Approximately 10 years ago, the Town began leasing the train station / visitors center space from JHR (before the train was coming to Brunswick). The Town signed an agreement with BDA to manage the Visitors Center. Once the train station platform was built, the Town assumed responsibility to maintain the platform. Financial trending – both historic and future – was discussed.

**c. Graham Road Landfill**

The landfill closed April 1<sup>st</sup> and closure construction is under way. The closure costs will be less than previously anticipated. By closing the landfill, the Town has qualified for 75% reimbursement of closure costs through the State of Maine but that relies on the State's funding of the program, so the timing is uncertain.

**d. Pay-Per-Bag Program**

The Pay-Per-Bag program began in January of 2007 and maintained the same price per bag until the prices were increased for the first time in July of 2018. Before the price adjustment, the program had netted a "profit" of around \$200k per year. After price adjustment, the program's net income is anticipated to be around \$500k per year going forward. Accumulated fund balance in this proprietary fund is intended to offset upcoming landfill closure and post-closure costs.

**e. Graham Road Processing Facility**

The processing facility is very new – only open for a couple months by the date of this meeting. Use of the processing facility has decreased significantly compared to use of the landfill. Uncertain if this is the new trend or just for the time being. If the facility will not generate sufficient revenues over a few years, it may be absorbed as a public works function instead of a remaining a stand-alone enterprise fund or have to be subsidized by the general fund like the landfill was or visitor's center is.

**6. Update on American Rescue Plan, Coronavirus State & Local Fiscal Recovery Funds**

The Town of Brunswick did not experience a reduction in general revenues due to COVID. Debt service for the new school alone raised taxes \$1.5MM over the prior year so revenue recovery was not an option for Brunswick under ARPA.

There are four ways to use the ARPA funds which were discussed at length (included in meeting packet). Funds can be used to cover costs incurred beginning March 3, 2021 and after which makes it difficult to cover most COVID related expenditures.

FC discussed various options for use of funds. Funds don't have to be committed until December of 2024 and spent until December of 2026.

**7. Adjourn**