

Town of Brunswick, Maine

**Finance Committee Meeting
Thursday, August 22, 2019
6:00 – 6:45 PM
85 Union Street – Council Chambers**

Meeting Minutes (Approved 9/19/19)

Elected Officials: Christopher Watkinson (chair), Dan Ankeles
John Perreault

Staff: John Eldridge, Julia Henze, Branden Perreault
Kelly Wentworth

1. Acknowledgement that meeting was properly noticed

JH confirmed that the meeting was properly noticed.

2. Adjustments to agenda / Public comment

No adjustments to the agenda.

No speakers during public comment.

3. Approval of meeting minutes from 7/22/19

DA moved, JP seconded, unanimously approved.

4. Bond Anticipation Note

The town issued a bond anticipation note (BAN) to help with cash flows until bonds for the new elementary school are issued in early 2020.

a. S&P Rating

S&P completed a municipal short-term note rating for the Town of Brunswick which produced a rating of SP-1+ while affirming the AA+/Stable long-term rating. SP-1+ is the highest short-term rating that can be received signifying that the municipality has a “strong capacity to pay principal and interest. An issue determined to possess a very strong capacity to pay debt service is given a (+) designation”.

b. Bid results

Bids were opened at 11AM on Tuesday, August 20, 2019. Four bids were received on the \$20MM BAN with net interest costs (NIC) ranging from 1.2800% to 1.3696%. The Town was very pleased with the bid results as just the week prior to the bid opening, the Town was anticipating rates closer to 1.5%.

5. Preliminary 2018-19 outcome

Committee reviewed a preliminary, unaudited, version of the 2018-19 budget to actual comparison with the understanding that the document is still in flux as bills for 2018-19 are still coming in. Committee focused largely on the over/under column for in each budgetary category. JH noted that almost every revenue line came in over budget highlighting that excise tax, ambulance collections, and interest income were the most significant receipts in excess of budget. She also provided explanation for several expenditure accounts that came in under budget and answered committee inquiries about various other accounts.

JH walked the committee through the year-end budget transfer process which is brought to the council in June for approval. This process is done to cover budgetary shortfalls within each department – highlighting that a significant portion of the budgetary surplus was due to numerous position vacancies throughout the year as well as associated benefits.

6. Capital Improvement Program – schedule

JH presented the committee with the proposed CIP schedule. Committee reviewed dates and, with limited conflicts anticipated, voted to approve the schedule. Committee discussed the process that a project goes through before being placed in the CIP.

7. Adjourn (to join Recycling & Sustainability Committee)