



TOWN COUNCIL

Work Session

Town Hall
April 2, 2009
6:00 p.m.

At approximately 6:00 p.m. at the Town Hall, Vice Mayor Chris Bannon called to order the Work Session of Town Council. In addition to Vice Mayor Bannon, present were Councilmen Bennett, Burdiss and Veber. Mayor Sullivan arrived at 6:03 p.m. and Councilman Elliott arrived at 6:08 p.m. Councilman Evans was not in attendance. Also present were Interim Town Manager Heather Arcos, Interim Treasurer JoAnna Leatherwood, Town Clerk Libby Hume and the department heads. There were three members of the public in attendance.

Vice Mayor Bannon announced the business for the evening would be to review the operating and capital budgets for FY 2009-2010.

Heather Arcos began by explaining the Fiscal Year 2010 budget assumptions as follows: i) There were no cost of living increases factored in; ii) Two departments have requested employee promotions and a step increase, but the step increase was not included; iii) The salaries for the Town Manager and Town Treasurer are factored at the rate of the Interim Town Manager and the prior Treasurer; iv) The Recreation employee is factored in as a full time position vs. the current part time; v) The full time position in Sanitation has been deleted and eight hours per week have been allocated from the Public Works Department; vi) The Public Works and the Wastewater Departments include one position vacancy; vii) No major increases were included for professional services. An RFP is currently being prepared for independent garbage contractors for Sanitation to become effective August 2009 and a \$3K increase has been estimated; viii) The electrical service in the municipal building needs to be upgraded and \$15K has been estimated; ix) An independent janitorial service has been included for an estimated \$10,400 which would replace one job slot in Public Works.

Heather Arcos presented the operating and capital budgets for the following departments: i) Library; ii) Code Enforcement; iii) Police Department; iv) Town Planner; v) Harbor; vi) Public Works; and vii) Public Utilities. The Council discussed various capital projects and grants within the departmental budgets to include: i) the breakwater at the Harbor; ii) the connection of the two new wells; iii) design of the new water tower in Bay Creek; iv) painting and repair of the existing water tower; v) the wastewater treatment plant; vi) sidewalk repairs; and vii) repairs to the lintels over the windows of the municipal building.

The Council briefly discussed financing regarding the wastewater plant and upgrade of the pump stations. The proposed pre-payment program for the water and wastewater connection charges was also discussed as well as a possible commercial rate for water and wastewater. The Council agreed that possible land acquisition financing remain in the budget at this time. For the upcoming budget review work sessions, sub-totals by department and possible financing details regarding the capital projects will be added.

Bob Panek informed the Council that the revised preliminary engineering report for a 250K GPD Wastewater Treatment Plant had been received and forwarded to the DEQ. The DEQ Nutrient Removal Grant contract has been received, signed and returned on March 13, 2009. Unfortunately, an individual called the State Secretary of Natural Resources regarding the possibility of a regional wastewater system, so our contract has been put on hold which will delay our reimbursement for costs already incurred for approximately one month until this issue can be resolved.

Hearing no objections, Mayor Sullivan adjourned the Council Work Session by unanimous consent.

Mayor Sullivan

Town Clerk