



TOWN OF MADAWASKA
328 St. Thomas Street Suite 101, Madawaska, Maine 04756
207-728-6351

**Madawaska Board of Selectmen and Finance Committee Meeting Minutes
Madawaska High School Library
August 12, 2020 at 5:00 pm**

SELECTMEN PRESENT: Doug Cyr, Laurie Gagnon, Jason Boucher, Daniel Daigle, and Manon Raymond

TOWN MANAGER: Gary M. Picard

RECORDING SECRETARY: Nathalie Morneault

FINANCE COMMITTEE: Chris Braley, Ken Gendreau, Adam Desrosier

OTHERS PRESENT: Amy Ouellette, Kevin Dube, Caryl Albert, Gerald Ouellette, Keith Cyr, Aaron Cyr, Mike Fortin, Scott Gendreau, Ross Dubois

Chairman Doug Cyr calls the meeting to order at 5:00 p.m. and established a quorum with Selectmen Laurie Gagnon, Jason Boucher, Daniel Daigle, and Manon Raymond.

Article 1 Pledge of Allegiance.

Before getting into the budget process, there was an update on the budget from the night prior. With some of the changes there is now a net decrease of \$458,383.

Article 2 To Consider the Department 310, Police Department Budget.

05- Salaries & Wages – reflects all staff. They are currently 1 officer down, which brings the other officers into overtime. This also reflects a secretary full salary with the secretary retiring in December. The officers work on a 42-hour week. Overtime also consist of covering sick time, trainings, and court hearings.

10 – Employee Benefits – Changes with employees

25 – Other Insurance – No changes

35 – Operating Expenses – increase of \$100 overall.

40 – Supplies – No changes

50 – Utilities- increase of \$1000. Due to telephone system.

55 – Minor Equipment – no changes

60- Vehicle & Equipment- Increase of \$1000 due to repairs with the old vehicle.

Article 3 To Consider the Department 200, Community and Code Enforcement Department Budget.

05- Salaries & Wages – reflects both Community Development and Code Enforcement Officer.

10- Employee Benefits- same as other departments

35 – Operating Expenses- overall decrease of \$3000 from the Dues/Memberships and travel and training from the Community Development Director.

40- Supplies – No changes

50 – Utilities – decrease of \$300. It was brought up to bring information on a thumb drive to the sign vs accessing it remotely from the office. The sign will need to be looked into a new “home” due to the bridge project location. This would include moving the sign, power source and panel somewhere closer downtown closer to the Town Office.



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80 – Assessing & Development – overall decrease of \$28,485 due to a savings on Agent Fee and Personal Property fee with having the assessor job combined with Community Director. Also, the Community Director choose to not fund the Acadian Day.

Article 4 ——— ~~To Consider the Department 300, Ambulance Department Budget.~~ *Typo, this was discussed on August 11, 2020.*

Article 5 To Consider the Department 130, Municipal Building Budget.

The Municipal budget see an overall decrease of \$4005. This is due to lower heating oil bid cost and reassigning telephone bills to their department's vs the municipal building. The electricity also went down due to changing out the light fixtures.

Article 6 To Consider the Department 135, Safety Complex Budget.

Overall decrease of \$6671 from last year. Heating Fuel had a decrease due to contracted bids coming in at a lower price. Roof Repair was brought up to see if it would be feasible fund as a complete roof or pay in thirds. *It was asked if quotes can be made available.*

Article 7 To Consider the Department 140, Elections Budget.

Election Budget saw a total increase of \$4930.

05- Salaries & Wages – is due to the increase of minimum wages.

10- Employee Benefits – cannot control Social Security and Medicare.

35 – Operating Expenses – Postage was increased due to increase mailings for absentee requests.

40- Supplies- seen an increase because we will have to heat the building at the Multi-Purpose for the November elections. A quote did come in late today, and it looks like we can lower the amount from 2500 to 1200.

It was asked if it can be looked at if the town can be reimbursed for the heating of the building.

85- Special Projects/Events – Ballot booths have been repaired for now.

Article 8 To Consider the Department 110, Town Administration Budget.

05- Salaries & Wages – decrease due to employee changes in Finance Department.

10- Employee Benefits – changes in the employees plans

30- Unfunded Liabilities – saw a decrease \$49600 due to deferred compensation.

35 – Operating Expenses- travel and training went down \$4100.

Board members would like to see what trainings are required/necessary.

40- Supplies- no changes

55 – Minor Equipment – no changes

Other:

1. Board Members reviewed the provided Capital Purchases & Reserves and Revenue sheet. No changes were made.
2. Next Budget Meeting is set for Wednesday August 19 at 5:00 pm.



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3. A review of other towns insurance plans were reviewed.

| Town | Single Plan | Family Plan |
|-------------|-------------|-------------|
| FORT KENT | 100% | 77% |
| FRENCHVILLE | 80% | 80% |
| ST. AGATHA | 85% | 0 |
| GRAND ISLE | NO INFO | NO INFO |

Board would like to be more engaged when open enrollment comes in November. They would also like to look into the policy handbook.

ADJOURNMENT

7:03 p.m. Jason Boucher motions to adjourn. Manon Raymond seconds the motion. All board members are in favor and motion carries.