



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

**Madawaska Board of Selectmen / Finance Committee Budget Meeting Minutes  
Town Office Board of Selectmen Meeting Room  
April 16, 2022, at 12:00 P.M.**

**MEMBERS PRESENT:** Richard J. Dionne, Christopher Braley, Jason Boucher, Doug Cyr, Manon Raymond

**FINANCE COMMITTEE:** Raymond Beaulieu, Jim Cyr, Adam Derosier, Robert Poiesz, Richard J. Dionne

**TOWN MANAGER:** Gary M. Picard

**RECORDING SECRETARY:** Nathalie Morneault

**OTHERS PRESENT:** Kevin Dube, Denise Duperre, Eric Cyr, Jim Soucy, Fran Gendreau, Mark Madore

**Board of Selectmen Chairman Richard J. Dionne calls the meeting to order at 12:00 p.m. and established a quorum with Selectmen Christopher Braley, Jason Boucher, Manon Raymond, and Doug Cyr.**

- Pledge of Allegiance.

**Article 1** To Consider the Budgets of the Town Departments, Final Proposed.

*The current budget packet presented to both boards Version April 16, 2022, did not involve any increase of staff, Library changes, and a proposed hot top list.*

Department 400: Library Expense

The Library Board has presented the Board of Selectmen and Finance Committee a revised budget for the Public Library. Fran Gendreau began with the expense budget in 2010 was about \$53,000. In 2021, the operating expense budget was \$33,000. There has been no salary adjustment to the Librarian since 2005, except for COLA, and the board is not touching his salary this year.

The Library Board is requesting to create a capital reserve of \$5,000.

The Town Manager made Fran Gendreau aware, there are grants such as Efficiency Maine for Lighting. The Board of Selectmen also made Fran Gendreau aware, the library needs to put more meaningful fundraising into the library to offset cost and be less reliant on the town funds. The bottom line in operating will now reflect a total of \$48,800 due to adjustments.

**12:30 P.M.** Manon Raymond motions to approve the Library Expense budget as adjusted to \$48,800 in operating for a total of \$121,735 not inclusive of COLA adjustment. Douglas Cyr seconds the motion. All board members are in favor and motion carries.

Raymond Beaulieu motions to approve the Library Expense budget as adjusted to \$48,800 in operating for a total of \$121,735 not inclusive of COLA adjustment. Jim Cyr seconds the motion. All board members are in favor and motion carries.

Department 320 & 325: Fire Dept. Expense & EMA Expense

Fire Chief Jim Soucy asked if he could have the money back into the budget for hoses, so he can keep a rotation on the hoses. The Department is trying a recruitment / incentive effort to try to attract more interest in the department. 80% of the volunteers are above 60 years old. They would like to start in schools / tech center and have presentations to the students.

**12:39 P.M.** Christopher Braley motions to approve the Department 320 Fire Department Expense budget of \$139,348 not inclusive of COLA adjustment. Douglas Cyr seconds the motion. 4 Board members are in favor, Jason Boucher abstains. Motion carries.

Jim Cyr motions to approve the Department 32 Fire Department Expense Budget of \$139,348 as presented. Adam Desrosier seconds the motion. All board members are in favor and motion carries.



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Department 325: EMA Expense

EMA expense is showing a budget of \$7,598, with no issues.

**12:43 P.M.** Christopher Braley motions to approve the EMA expense budget of \$7,598 as presented. Douglas Cyr seconds the motion. 4 board members are in favor, Jason Boucher abstains from the motion. Motion Carries.

Raymond Beaulieu motions to approve the EMA expense budget of \$7,598 as presented. Adam Desrosier seconds the motion. All board members are in favor and motion carried.

Department 960: Pollution Control Expense

The Pollution Control budget is showing an increase of 8.9% increase.

Not factored into the budget was an incentive if an employee would get a CDL or certification. The figure came out to \$1/2080 hours. This now increases the overall budget to \$1,035,301.

**1:00 P.M.** Christopher Braley motions to approve the Department 960 Pollution Control expense budget in the amount of \$1,035,301 not inclusive of COLA adjustment. Douglas Cyr seconds the motion. All board members are in favor and motion carries.

Adam Desrosier motions to motions to approve the Department 960 Pollution Control expense budget in the amount of \$1,035,301. Raymond Beaulieu seconds the motion. All board members are in favor and motion carried.

Department 300 – Ambulance Expense

The Finance Committee opted for the 3-position crew. Factored into the 3 additional employee plan is 3 family plans for insurance, depending on the employee, there could be a savings depending in the future. Currently, mutual aid does not have enough staff to support. Madawaska ambulance already turns down at least 3 calls weekly on transfers. The additional positions will allow for improved response and availability for hospital transfers. The ambulance department is seeing an overall increase of \$310,765 overall. The additional availability of hospital transfers will bring in an increase of revenue, which is not included in the revenue portion.

**1:17 P.M.** Christopher Braley motions to approve Department 300 Ambulance Expense of \$997,680 to include the 3 positions of additional coverage, requesting a quarterly review of progress, not inclusive of COLA adjustments. Douglas Cyr seconds the motion. 4 board members are in favor and Jason Boucher abstains. Motion carries.

Jim Cyr motions to approve department 300 Ambulance Expense of \$997,680 to include the 3 positions of additional coverage: not inclusive of COLA adjustments. Raymond Beaulieu seconds the motion. All board members are in favor and motion carried.

Department 500 – Public Works Expense

The current Public Works budget expense includes 2 positions with family plans built into the insurance line.

Public Works is seeing increases in Fuel Cost, utilities, and supplies.

- Contracted Services – Facing a decreased workforce, increase in Fuel. It takes roughly 4-5 hours a night to make it worth for the contractors. Would like to meet with the contractors in the Fall to discuss what is a feasible rate. The hourly rate needs adjustments at least 15-20% minimum. The line item was decreased by \$5,000 due to snow blowing and not picking up.
- Heating Fuel & Gas /Diesel / Propane need to be increased due to rising cost.
- Public Works Garage- The furnace room has a leaking ceiling and mold on the walls. A Quote for a 20 x 50 room back in 2021 was roughly \$18,700 with the staff help to demolish. They have the furnaces to replace but not money to install. The question was asked if ½ the money could be in capital, and ½ next year to do the project.



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**1:46 P.M.**

**Jason Boucher motions to accept the Department 500 Public Works Expense of \$1,467,987 not inclusive of the COLA Adjustment. Christopher Braley seconds the motion. All board members are in favor and motion carried.**

**Adam Desrosier motions to accept the Department 500 Public Works expense of \$1,467,987. Richard J Dionne seconds the motion. All board members are in favor and motion carried.**

Capital Reserve – add 225,000 total for Road Project Reserve for projects. Currently there are 3 culverts letting go.

**2:05 P.M.**

**Jason Boucher motions to have 225,000 in place for capital reserves for road projects.**

**Christopher Braley seconds the motion. All board members are in favor and motion carried.**

**Jim Cyr motions to accept the 225,000 placements for capital reserves for road projects.**

**Richard J. Dionne seconds the motion. All board members are in favor and motion carried.**

Department 100 – Governing Body Expense

**2:06 P.M.**

**Christopher Braley motions to approve Department 100 Governing Body expense of \$60,175 as presented. Jason Boucher seconds the motion. All board members are in favor and motion carried.**

**Adam Desrosier motions to approve the department 100 Governing Body expense of \$60,175 as presented. Richard J Dionne seconds the motion. All board members are in favor and motion carries.**

Department 110 – Town Administration Expense

**2:07 P.M.**

**Christopher Braley motions to approve the Department 110 Town Administration expense for \$56,196 as presented. Douglas Cyr seconds the motion. 4 board members are in favor, Richard J Dionne abstains. Motion carried.**

**Jim Cyr motions to approve the department 110 Town Administration expense for \$56,96 as presented. Adam Desrosier seconds the motion. All board members are in favor and motion carried.**

Department 120 – Public Health & General Assistance

**2:08 P.M.**

**Jason Boucher motions to approve the department 120 Public Health & General Assistance for \$23,091 as presented. Christopher Braley seconds the motion. All board members are in favor and motion carried.**

**Adam Desrosier motions to approve the department 120 Public Health & General Assistance for \$23,091 as presented. Raymond Beaulieu seconds the motion. All board members are in favor and motion carried.**

Department 130 – Municipal Building Expense

**2:08 P.M.**

**Jason Boucher motions to approve the department 130 Municipal Building Expense for \$58,280 as presented. Christopher Braley seconds the motion. All board members are in favor and motion carried.**

**Adam Desrosier motions to approve the department 130 Municipal Building Expense for \$58,280 as presented. Richard J Dionne seconds the motion. All board members are in favor and motion carried.**

Department 135 – Safety Complex Building Expense

**2:10 P.M.**

**Christopher Braley motions to approve the department 135 Safety Complex Building Expense for \$60,019 as presented. Douglas Cyr seconds the motion. All board members are in favor and motion carried.**



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**Jim Cyr motions to approve the department 135 Safety Complex Building Expense for \$60,019 as presented. Adam Desrosier seconds the motion. All board members are in favor and motion carried.**

Department 140 – Elections

**2:12 P.M.** Christopher Braley motions to approve the department 140 Elections expense for \$11,221 as presented. Jason Boucher seconds the motion. All board members are in favor and motion carried.

**Richard J Dionne motions to approve the department 140 Elections expense for \$11,21 as presented. Jim Cyr seconds the motion. All board members are in favor and motion carried**

Department 200 – Development, Codes & Assessing

**2:13 P.M.** Christopher Braley motions to approve the department 200 Development, Codes & Assessing expense for \$204,416 as presented. Manon Raymond seconds the motion. All board members are in favor and motion carried.

**Raymond Beaulieu motions to approve the department 200 Development, Codes & Assessing expense for \$204,416 as presented. Richard J Dionne seconds the motion. All board members are in favor and motion carried.**

Department 310 – Police Expense

**2:14 P.M.** Jason Boucher motions to approve the Department 310 Police Expense for \$660,238. Christopher Braley second the motion. All board members are in favor and motion carried.

**Raymond Beaulieu motions to approve the department 310 Police Expense for \$660,238. Jim Cyr seconds the motion. All board members are in favor and motion carries.**

Department 700 – Town Wide Insurance Expense

**2:17 P.M.** Manon Raymond motions to approve the department 700 Town Wide Insurance Expense budget of \$160,674 as presented. Douglas Cyr seconds the motion. All board members are in favor and motion carried.

**Richard J Dionne motions to approve the department 700 Town Wide Insurance Expense budget of \$160,674 as presented. Jim Cyr seconds the motion. All board members are in favor and motion carried.**

Department 710 – Intergovernmental Expense

**2:19 P.M.** Christopher Braley motions to approve the department 710 Intergovernmental expense budget of \$1,490,773 as presented. Jason Boucher seconds the motion. All board members are in favor and motion carried.

**Adam Desrosier motions to approve the department 710 Intergovernmental expense budget as presented. Richard J Dionne seconds the motion. All board members are in favor and motion carried.**

Department 720 – Social Service Expense

**2:20 P.M.** Jason Boucher motions to approve Department 720 Social Service Expense budget for \$20,127 as presented. Manon Raymond seconds the motion. All board members are in favor and motion carried.

**Jim Cyr motions to approve department 720 Social Service Expense budget as presented. Richard J Dionne seconds the motion. All board members are in favor and motion carried.**



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Department 730 – Municipal Debt Expense

**2:21 P.M.** Jason Boucher motions to approve department 730 Municipal Debt expense budget for \$765,782. Manon Raymond seconds the motion. All board members are in favor and motion carried.

Richard J Dionne motions to approve the department 730 Municipal Debt expense budget as presented. Adam Desrosier seconds the motion. All board members are in favor and motion carries.

Capital Purchases & Revenue

**2:24 P.M.** Douglas Cyr motions to approve the capital purchases & revenues budget as presented. Christopher Braley seconds the motion. All board members are in favor and motion carried.

Jim Cyr motions to approve the capital purchases & revenues budget as presented. Raymond Beaulieu seconds the motion. All board members are in favor and motion carried.

Department 600 – Parks, Recreation & Maintenance Expense

The Recreation Department has hired a Program Director and Recreation Director within the last couple weeks. The building itself will be in need of upgrading the Fire Suspension system, Bathrooms, and Heating systems. Another change in this budget is a Full Time Maintenance Director instead of Part time and a Part Time Seasonal position. One suggestion was for the Town Staff to concentrate more on the parks rather than volunteer committees that host events.

**2:55 P.M.** Jason Boucher motions to approve the department 600 Parks, Recreation & Maintenance expense budget for \$505,120. Christopher Braley seconds the motion. All board members are in favor and motion carried.

Adam Derosier motions to approve the department 600 Parks, Recreation & Maintenance expense budget as presented. Richard J. Dionne seconds the motion/ All board members are in favor and motion carried.

The Board of Selectmen had a discussion on COLA for the employees. They were presented with scenarios of 3% - 6%. Currently, the school is seeing a COLA of 5.9%, and SSI individuals are seeing 5.9%. Merits have been eliminated in the past. Entry level wages have been increased and adjusted within the departments.

**3:06 P.M.** Jason Boucher motions to adjust all Town departments employees to a 4% COLA. Christopher Braley seconds the motion. All board members are in favor and motion carried.

Adam Desrosier motions to approve the adjustment of all town departments employees to a 4% COLA. Richard J Dionne seconds the motion. All board members are in favor and motion carried.

The Board of Selectmen had a discussion regarding encouragement of CDL incentive for departments to be able to recruit.

**3:24 P.M.** Jason Boucher motions to provide up to \$1 for CDL incentive, and to have a Town Policy built by the Board of Selectmen. Christopher Braley seconds the motion. All board members are in favor and motion carried.

Richard J Dionne motions to approve the CDL incentive for up to \$1, provided the Board of Selectmen build a Town Policy. Adam Desrosier seconds the motion. All board members are in favor and motion carried.

**Adjournment**

**3:30 P.M.** Christopher Braley motions to adjourn. Jason Boucher seconds the motion. All board members are in favor and motion carried.