

Pownal Budget Committee

Meeting Date: April 13, 2011

Meeting Time: 7:00 PM

APPROVED

Members Present: Bill DeWitt, John Green, Carlene Harvey, Mary Ann Hodsdon, Scott Kaplan, Andy Wyatt

Members Excused: Jan Pieter van Voorst van Beest,

Selectmen Present: Tim Giddinge

Presenters: Hutch Hodsdon - Planning Board, Tim Giddinge – Compensation, Debt Service, Payroll Taxes, Scott Kaplan – Cemetery Commission

Roll Call: A quorum was established.

Secretary's Report: There were four clarification changes in the minutes.

- * RSU% was added to the sentence, As the RSU5 budget changes, so does the income.
- * Increase in was added to the sentence, The major increase in expense for the Public Works Budget in 2011/2012 is fuel.
- * OSHA was changed to DEP, These were required by DEP.
- * Drug and alcohol were added to the sentence, The additional costs are for employee physicals and drug and alcohol screening.

Scott Kaplan made a motion to approve the minutes as amended. Carlene Harvey seconded the motion. Carried

Public Comment: None

Selectmen's Input: None at this time

Planning Board: The anticipated 2011/2012 budget for the Planning Board is \$4700, with anticipated income of \$1400 and the remaining \$3300 coming from taxation.

- * The major expense of the Planning Board is the use of the town planner. The planner comes to meetings and is involved with the review of site plans and ordinances.
- * There is also \$200 included in the budget for training new members.
- * Code Books will be updated in the 2010/2011 budget. Many of the code books are used internally and do not produce income.

Since single lot plans no longer go through the Planning Board, the Planning Board has had a quiet year and has been working on updating codes.

Public Works Compensation: The selectmen are proposing a one percent increase in Public Works compensation and wages in 2011/2012. This amount is in line with other towns and the CPI index of 1.6%. Health Insurance will increase 6.5% during the 2011/2012 budget year.

The proposed evaluation and compensation plan was not used to evaluate employees. Selectmen feel that the plan must be voted on by the town before it is put into use.

Public Works income from excise taxes has decreased during 2010/2011 due to fewer vehicles being registered. There is a bill before the legislature which, if it passes, will further decrease the excise taxes for 2011/2012.

Officer Compensation: Two of the current town officers are new. Selectmen have been spending more time in town office, helping the new Administrative Assistant learn the requirements of the position. When training is completed, selectmen will spend less time at town hall and their stipends may be more appropriate.

Selectmen have been doing general assistance. Requests for general assistance have increased during 2010/2011 and outsourcing those requests is very expensive. Selectmen may spend fewer hours in the office when the new clerks need less guidance.

Each selectman is responsible for some areas of responsibility. The chair has areas of responsibility in addition to dealing with state requirements, the highway department and with legal issues and attorneys.

Payroll Taxes are down slightly for 2011/2012.

Debt Services: Debt services are on existing bonds and cannot be changed.

Income from excise taxes is down, and more revenue will come out of taxes. In looking at the books, auditors recommended that Pownal have at least two months of expenses in reserve. Selectmen are using that recommendation as a goal

Revenues are difficult to project. Anticipated revenues from CMP have not materialized because the CMP expansion project is not completed and the PUC has not determined the value. Anticipated revenues from the cell tower will be for taxing the tower and land the state taxes the equipment. Anticipated revenue from the natural gas line will start to come when the PUC determines the utility value.

Selectmen are investigating the possibility of Tax Increment Financing (TIF) or sheltering some of the revenue. If revenue could be sheltered, the state will not use those funds in the determination of Pownal's portion of school taxes. However the sheltered funds cannot be used for the general budget. Those funds must be used for a TIF project.

Cemetery: The cemetery Commission is requesting \$1000 from taxation for 2011/2012. The remainder of the revenues will come from the perpetual fund and interest. Revenue from one third of each plot sale goes into perpetual care. The major expense of the cemetery is mowing. Mowing the cemeteries takes about twenty four hours each week.

The Mallett Hall Budget was not available. It will be presented on April 27, 2011.

Budget Committee Meetings:

Meet with Kelly Wentworth	April 20 at 7:00 PM
Mallett Hall and Narrative	April 27 at 7:00 PM
Complete narrative	May 11 at 7:00 PM

Carlene Harvey made a motion to adjourn at 8:30 PM. The motion was seconded by Andy Wyatt.
Carried

Respectfully submitted,

Mary Ann Hodsdon