

Winthrop Town Council
FY 13-14 Budget Workshop Minutes
Monday, April 22, 2013 at 6 p.m.
Winthrop Town Office

Agenda

Roll Call - **Attendance: Chairman Kevin Cookson, Priscilla Jenkins(arrived later), Sarah Fuller, Larry Fitzgerald, Linda Caprara, Ken Buck Sr., Don Ellis, and Jeffrey Woolston (Town Manager).**

The council unanimously voted (Councilor Jenkins absent at the time) to accept the motion made by Councilor Fuller and seconded by Councilor Ellis to accept the meeting minutes.

- Fire - Budget historically overspent. Will make effort this year to avoid overspending if at all possible but must respond when called. Fire truck maintenance averages \$2,000 when needed. Tend to break things during responses. Dropped the fitness membership. Reduced training budget to last year's amount Memberships in national organizations were also cut. In good shape with personal protective equipment via a couple of grants during the past two years. Need to replace thermal-imaging cameras (\$12,000/camera). One camera remains that can do the job. The department was unsuccessful in getting grant money to do the replacement. The current plan is to take the next two or three years to accumulate money needed to purchase the cameras. Use savings from equipment maintenance account.

Question came up about the rise in telephone cost. The Chief thought the increase had been cut. The manager remembered having the same thought but did not know why the change was not made on the spreadsheet. Telephone line item #419 reduced to \$2,500.

Line #449 amount actually to be used for required testing and equipment certification and truck checks; not custodial.

Stipends for officers to pay for attendance at different meetings by department officers. \$1,128 in line #461 (current budget) was moved to Line 458 (upcoming budget) because the Lieutenants do not have a salary line.

The department has two cell phones; Chief and Fire Warden. Wants to stay with US Cellular; believes it has the best coverage.

Line #439 – Office Equipment – Is actually the hose account. The station maintenance account is used for office equipment and any necessary supplies. Enough hose has been purchased so the money in that account will probably go towards the purchase of the replacement cameras. Current cameras using old technology and are undependable even though new batteries have been purchased.

- Police - The council agreed the crossing guard requirement belongs to the school department. The manager would inform the Superintendent. The council asked about the fuel costs. It is a large building and is very well insulated at this time. Apparently, the engineers that analyzed the project made the decision to use the boiler that is in place at this time. How much would it cost for a higher efficiency furnace? Manager will find out how much fuel used in past years? Why was the professional services cost category \$3,200? After the meeting, the manager realized the costs that should be placed line #s 327 and #328 were one-cell out of alignment. The uniform cost went down by \$500 dollars and the comm equip cost rose by \$600.

- Comm Center

- Can decrease line #383 by \$900 to \$3,800 because the two phone lines are no longer needed.

- What should be in line #391? The imbedded comment shows that expense is for the reverse 911 data base.

- Why did line # 393 increase by \$2,500?

- House numbering was also discussed. More work needs to be done to have home owners make the necessary numbering/registration to ensure emergency personnel can find their residence when required.

- Ambulance - \$.50 per capita rate increase for next year should cover the truck payments. Call volume about the same as last year. Per capita rate is about the same as other agencies in the state. Revenue target should be met by the end of the year. Upcoming revenue projections will also be conservative. The council requested the Manager look into multiple vendors for heating fuel bids for next year. Questions were also asked and answered that dealt with vehicle usage, fuel usage per vehicle, and custodial services.

- Public Works-

- Lines # 665 – 677 – Why are the amounts the same?

- Money remaining from unspent sweeper repair budget goes into reserves.

Chairman Cookson mentioned that there is a requirement for the use of the sweeper. The requirement came as a result of the grant.

Public works and the transfer station are coordinating on uniform purchases.

- How much are custodial services across the town? Is it the same person for all facilities?

- Landfill Buildings

All questions answered

Manager to find out if a fire suppression system required. If not, should be able to reduce costs for next year.

- Debt Service

Harper's bond discussed as a possible source of reserve funds for equipment, roads, or general fund

- Capital Improvements

This year is last payment on 1-ton truck

- Also need to look at various aspects of the health care plan and how those changes might affect individuals pay overall.

Next meeting – Start Department Review April 29th at 6:30 pm

Meeting adjourned at 7:30.