

Town of Deering Budget Advisory Committee

DRAFT - Meeting Minutes

01 November 2022

Review of Town Administration Budget

Review of Planning Board Budget

Review of Zoning Board Budget

Present: Stephen Fogelson (Chair), Lou Ellen Beard, Robert Carter, Sharon Simpson

BOS Representative: Jill Smith

Community attendee: Steven Diers

Chairperson Stephen Fogelson called the meeting to order at 1800.

Meeting minutes of 25 October 2022 were reviewed and approved with one correction.

Acting Town Administrator Peter Flynn presented the proposed 2023 Town Administration budget. He first pointed out that the budget had been drafted by previous TA Peele, and TA Flynn had reviewed and updated some line items as needed.

The Town will be hiring a new TA and a new Finance Administrator, so the budget for these items is not known at this time. TA Flynn believes the proposed amounts will be sufficient for 2023. The budget for TA wages has been increased by \$10,640 in order to provide sufficient compensation of an incoming TA.

BAC suggested to rename the salary line items as follows:

- ***Account 01.4130.11.110: change from "Admin – F/T Wages" to "Town Administrator Wages".***
- ***Account 01.4130.11.111: change from "Admin – P/T Wages" to "Finance Administrator Wages".***

The proposed budget included generally minor changes from the 2022 budget (apart from TA Wages).

Adjustments were made to proposed budget items due to availability of new data or reconsideration of budget requirements:

- Assessing – Clerk Wages changed from \$25,584 to \$19,084
 - Note: associated FICA/Medicare will need to align with new wages
- Govt Buildings – Groundkeeping changed from \$4,410 to \$5,500
- Insurance – Worker's Comp/Unemployment changed from \$22,599 to \$20,572
- Insurance – Property Liability changed from \$41,639 to \$43,385
- Advertising/Reg. Assoc. – Professional Fees changed from \$1,700 to \$1,779
- Solid Waste – Disposal Contract changed from \$3,000 to \$4,000
- Health Agencies – Community Service changed from \$3,600 to \$3,000 to reallocate funds to Health Agencies Community Education, changing from \$1 to \$750 to more accurately reflect payments for Project Lift

BAC had no additional recommendations for amendments to the Town Administration budget.

The proposed Town Administration budget for 2023 is \$658,272, representing a 2.3% increase from the 2022 budget.

Representatives from the Planning Board and the Zoning Board did not attend the meeting, so those budgets will be reviewed at the next BAC scheduled meeting on 10 November @ 6:00 pm.

Meeting was adjourned at 1918.