

Town of Deering Budget Advisory Committee

DRAFT - Meeting Minutes

18 October 2022

Police Department

Committee members present Stephen Fogelson Chair, Jill Smith BOS, Sharon Simpson and Lou Ellen Beard

Police Department represented by Captain Tom Cavanaugh and PD admin assistant Trish Whisman

Member of the public. Steven Diers

Meeting called to order at 6:11 pm

Acceptance of meeting minutes for October 13, 2022, Discussion ensued with Sharon mentioning that we need to look at the entire budget and that the present years total budget and the proposed budget need to be recorded in the minutes.

Stephen Fogelson would like the minutes to reflect the BAC's concern with the lack of accurate data being supplied which is imperative in making good budget decisions. Stephen also would like the bullets on line 01.4312.40.481 Culverts to reflect that road agent Brian Houghton has documentation of where all culverts were used. Sharon will change lighting to say street lighting Motion to accept minutes with changes to draft minute, All in favor

Trish Whisman started the Police Department budget presentation with the following narrative.

01.4210.30.110. F/T wages 8% increase for full time officers Davy and Chief Philibert increase of \$4942.20 FY2022 \$119,309.00 FY2023 \$124,255.20

01.4210.30.111 P/T wages 8% increase for PT officers and Administrative Assistant increase of \$16,719.00. FY2022 \$55,600.00 FY 2023 \$72,319.00

01.4210.30.113 Police- On Call Wages FY2022 \$7700.00 FY 2023 \$ \$7700.00

01.4210.30.115 Police-Admin Assistant FY 2022 \$1.00 FY 2023 \$1.00

This position is now funded from part time line 01.4210.30.111 for 2023

01.4210.30.129 Police - Grant funded overtime FY2022 \$2000.00 FY 2023 \$3000.00 increase of \$1000.00 Jill Smith questioned that this money might be able to come from the PD Grant Trust Fund

01.4210.30.130 Police-Overtime wages FY2022 \$2500.00 FY2023 \$2700.00 Presented with no change BAC asked if this included the 8% increase and the answer was no, so BAC adjusted to \$2700.00 and increase of \$200.00

01.4210.30.131 Police-Detail Wages FY2022 \$5000.00 FY 2023 \$5000.00

No change The last two years this amount has been sufficient

01.4210.30.210 Police-Health Insurance FY2022 \$36,606.00 FY 2023 \$36,606.00. No change until rates are set will be adjusted by BOS

01.4210.30.220 Police - FICA FY2022 \$3495.45 FY2023 \$4483.81
Increase \$988.36 Reflects part time coverage

01.4210.30.221 Police -Medicare FY 2022 \$2270.00 FY2023 \$2850.33
Increase of \$71.33
Total of medicare with wages totaling \$196,574.70

01.4210.30.230 Police-Retirement FY2022 \$39,371.90 FY2023 \$41,004.22
This amount reflect 0.3300% of the full time Officers wages of \$124,255.20 The increase is due to the 8% pay raise

01.4210.30.340 Police -Life/Disability Insurance FY \$2000.00 FY2023 \$2000.00 No change , but could be adjusted before budget hearing

01.4210.30.340 Prosecution FY 2022 \$22,000.00. FY2023 \$22,000.00
Currently no increase to this line

01.4210.30.345 Police -Animal Control FY2022 \$200.00 FY2023 \$200.00
No change

01.4210.30.350 Police - Training & Certification FY2022 \$4500.00 FY2023 \$4500.00
No change

01.4210.30.399 Police - Professional Services FY2022 0 FY2023 0
Lou Ellen questioned why there were expenditures for 2019 and 2020 , but nothing in 2021 or 2022 . The expenditures occurred during Chief Pushees retiring when he returned as a contracted employee for a short time. Jill mentioned that maybe the Administrative Assistant wages should be moved to this line. Discussion ensued and decision is to leave it to the BOS Also discussion on the Hillsboro Police Department monthly coverage agreement during Chief Philiberts deployment should this fee be in Professional Services line, BAC feels this is a BOS and finance decision.

01.4210.30.402 Police-Vehicle Fuel FY2022 \$10,742.00 FY \$10,000.00
No change

01.4210.30.410 Police - Postage FY2022 \$100.00 FY2023 \$100.00
No change

01.4210.30.420 Police - Telephone. FY 2022 \$3500.00 FY2023 \$3500.00
No change

01.4210.30.430 Police - Mobile Phone FY2022 \$1750.00 FY2023 \$1750.00

No change

01.4210.30.445 Police -Uniforms. FY2022 \$3000.00 FY2023 \$3000.00

No change

01.4210.30.450 Police - Software FY2022 \$700.00 FY2023 \$700.00

No change This covers the Crimestar system fees , discussion on other options and costs related. The other options come with a much larger cost overall, they are happy to stay with what they have.

01.4210.30.470 Police- Office Supplies FY2022 \$1250.00 FY2023 \$1250.00

No change

01.4210.30.480 Police- Dues & Subscriptions FY2022 \$550.00 FY2023 \$550.00

No change.

01.4210.30.493 Police - Youth Programs (Explorers) FY2022 \$1.00. FY2023 \$1.00

No change Would hope to create a new youth program , Jill reminded them of the Youth Diversion Trust Fund that was available for this purpose.

01.4210.30.499 Police - Hardware Supplies FY2022 \$1000.00. FY2023 \$1000.00

No change

01.4210.30.610 Police - New Equipment FY2022 \$4000.00. FY2023 \$4000.00

No change Jill mentioned that there was a trust fund for equipment and wonder if they knew that money was available to use on items like the ballistic vest that was just purchased. Stephen questioned if this line has enough money given the increase in prices of equipment, the answer was yes they believe it is.

01.4210.30.630 Police- Vehicle Maintenance /Repairs FY 2022 \$4500.00 FY2023 \$5000.00

Increase of \$500.00. Discussion on repairs, costs of parts ensued, discussion on replacement cruise for 2023 . Lou Ellen asked if the money in the trust fund was going to be enough to purchase a new cruiser given the escalating vehicle prices. The answer was no, the trust fund currently has \$30k and a new cruiser will most likely be \$47k for just the vehicle, no bells ,whistles or equipment .

The BAC will make a recommendation to add extra funds to CRF or do a warrant article for the extra funds needed to the BOS .

Presented proposed budget for FY2023 \$383,804.94 / FY2022 \$335,656.00

01.4210.30.391 Other Public Safety - Police Dispatch FY2022 \$19,750.00 FY2023 \$22,834.38

Increase of \$3,084.38 this is a contracted service with Hillsboro Dispatch

Meeting adjourned at 7:11pm

Submitted by ,
Lou Ellen Beard