

**Town of Cape Elizabeth
Finance Committee Meeting Notes
Wednesday-March 19, 2014
7:00 p.m.
Cape Elizabeth Town Hall**

Welcome and Introductory Comments- James T. Walsh, Finance Committee Chair

Present were all committee members except Jamie Wagner. Also present were Fort Williams Advisory Commission Chair Bill Brownell, Fire Chief Peter Gleeson, Museum Director Jeanne Gross, Public Works Director Bob Malley and Town Manager Mike McGovern.

The following accounts were reviewed:

865	Review of Fort Williams Park Capital Fund Budget (Pages 192-195) Bill Brownell
870	Review of Portland Head Light Fund Budget (Pages 196-199) Jeanne Gross
815	Sewer Fund (Pages 172-186) Bob Malley
840	Spurwink Church Fund (Page 187) Mike McGovern
860	Riverside Cemetery Fund (Pages 188-191) Bob Malley
310	Public Works (Pages 95-107)- Bob Malley
320	Refuse Disposal and Recycling (Pages 108-113)- Bob Malley
640	Parks and Public Lands (Pages 130-136) Bob Malley
641	School Grounds and Athletic Fields (Pages 136-140) Bob Malley
645	Fort Williams Park (pages 141-145) Bob Malley
660	Trees (Pages 146-147) Bob Malley
715	Capital Stewardship Plan (Pages 151-160)
750	Infrastructure Fund (Page 162) Mike McGovern
875	Thomas Jordan Fund (Page 162) Mike McGovern
880	Land Acquisition Fund (Page 162) Mike McGovern

Bill Brownell noted the growth in revenues the last few years within Fort Williams Park. There are fewer projects proposed for FY 2015 as funds are being reserved to take on a project involving the bleachers. A study will be done first to develop a plan for the bleachers.

There was discussion on how decisions are made to include projects in either the Fort Williams Capital Fund (865) or in the operating budget. (645) Bob Malley gave an example that a new stone wall would be funded by the capital fund and maintenance of a stone wall by the operating fund.

The reduction in concession revenue was noted.

There was a general discussion on the special funds. They are intended to be self-supporting with revenue from other than the general fund such as from user fees

The stone wall work at Riverside Cemetery is described as \$5,000 in the narrative of the budget and \$2,500 in the spreadsheet. Mike and Bob will review the proposal and provide a revised recommendation to the finance committee.

Spurwink Church business is not booming but church coordinator Janet Hannigan runs an efficient operation.

The reduction in expenses from ecomaine was noted.

There was discussion on safety at the transfer station. Should walking in amongst the vehicles be banned? The aging infrastructure at the transfer station was also discussed.

The excellent work of the public works personnel through the winter months was noted. Bob also commented on the excellent work being done by Mike Duddy who is the tree warden.

Mike McGovern explained the funding plan for the capital stewardship plan. It is proposed to spend \$1.28 million with \$900,000 in the proposed budget and \$380,000 to be carried forward as a result of savings and revenues including overlay in the FY 2014 budget. Both the \$900,000 and the \$380,000 would be voted upon at the time of budget adoption. The committee reviewed every expenditure proposed in the capital stewardship plan for FY 2015.

The committee discussed when the roof and other items bonding proposal from the school department would be considered. It was the consensus to do so after the November library bonding vote in order to save issuance costs.

Revisit Items

The following accounts were specifically referenced as needing revisiting as the budget process continues:

From March 17, 2014 Meeting

Account 1202011	GIS Maintenance
Account 1352010	Legal Services
Account 1701021	Maine State Retirement Legacy Plan
Account 1701025	Health Insurance
Account 5205052	Greater Portland Economic Development Committee

From March 19, 2014 Meeting

Account 8602036	Riverside Cemetery Stonewall Repairs
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Closing Comments: James T. Walsh, Finance Committee Chair

Chair Walsh thanked the committee members for their focus on the budget and reviewed the agenda for the review session with the school board on April 16, 2014

Mike McGovern
Note taker