

WALDO COUNTY FY 2007 BUDGET COMMITTEE
3rd MEETING
NOVEMBER 3, 2006

PRESENT: Budget Committee Members Bill Sneed, James Bennett, Dean Potter, Richard McLaughlin, Tim Biggs, Richard Desmarais and Richard Crossman; County Commissioners John Hyk, Charles G. Boetsch and Amy Fowler; Treasurer David Parkman, Sheriff Scott Story, Deeds Clerk Debbie Berry, County Clerk Barbara Arseneau and Deputy County Clerk Veronica Stover. Also present were members of the press.

B. Sneed opened the meeting at 6:00 p.m.

ADVERTISING & PROMOTION (1080 – 4716) BUDGET REVIEW:

Present for the discussion was Chris Shrum from Eastern Maine Development Corp.

B. Sneed asked what Mr. Shrum was asking for. C. Shrum mentioned that when he met with the Commissioners he had made it very clear that if the County had a specific need such as grant writing, the EMDC could help them out. He brought out how that grant writing is EMDC's specialty and he has raised over \$30 million within the last ten years. He would love for the County to support EMDC at the \$10,000.00 level and he understood that budgets are tight. He mentioned that he serves six other counties as well and he is willing to entertain discussion to see how EMDC could provide quality direct service to the County. B. Sneed asked what EMDC has done for county government. C. Shrum said he cannot point to a specific instance. He mentioned that he knew the County spent money to train an outside contractor to do grant writing, which is something EMDC could have done without any additional expense to the county. They have trained people to provide grant writing services to seek grants for County purposes. R. Desmarais agreed with C. Shrum as far as the results of their assistance and what it has done for the County. He said that at looking at this and at Volunteers of America, "V.O.A. has paid us back over and over." He also felt that keeping EMDC active in this area would be an investment that would come back and pay the county. He suggested possibly taking the money from Grant writing and putting it towards EMDC. He stated that if he made a motion, it would be to fund it for \$8,000.00 and in a year see what they have done. R. McLaughlin mentioned years ago the County did contribute and asked what they did for the County when they did contribute. C. Shrum said the County is not tied to any specific work. R. Desmarais asked if EMDC was working with the Camden/Rockland police department. C. Shrum said they are using County money to help support a grant which was successful to consolidate the Camden and Rockport Police Departments. He estimated that those two municipalities would save anywhere from \$150-200,000.00 a year in the consolidation effort. R. McLaughlin asked that if the County gave EMDC money, would they look at the jail situation. C. Shrum said that he would be happy to work with what the County's needs are. B. Sneed felt that EMDC has done nothing for the County and asked if \$7,860.00 would do. C. Shrum said yes. J. Bennett said that his town [Thorndike] goes through Kennebec Valley Council of Governments and they get the same services. B. Sneed asked if C. Shrum would be insulted if the County gave

them money this year and next year he would have to come back and prove it gave a return to the County. He said no.

****R. McLaughlin moved, J. Bennett seconded to contribute \$5,000.00 in the Advertising & Promotion EMDC line 4716. Motion passed with 7 in favor, 1 opposed (T. Biggs).**

WALDO COUNTY EXTENSION (2005) BUDGET REVIEW:

Present for the discussion was Rick Kersbergen, Connie Clements, and Barbara Gould.

R. Kersbergen stated that they were probably the only budget that has come in lower than last year and hoped that would bring a smile to a few faces. He said the reason their budget is lower is because they had a support staff person retire and they chose not to refill that position. They did request an additional \$4,000.00 in capital outlay for a new phone system which has voice mail. When they met with the Commissioners earlier in the fall, the Commissioners suggested that the line item be moved into the Technology budget. J. Hyk stated the purpose for that was to have technology under one roof with one IT person watching it all. J. Bennett asked about line 4600 under contractual services and then looked at the Facilities budget and in that budget there was \$5,500.00 for repairs. B. Arseneau spoke up and said she had asked K. Overlock about that and it was for painting the outside of the building.

****B. Sneed moved, R. McLaughlin seconded to accept the Waldo County Extension budget at \$50,525.00. Unanimous**

ADVERTISING & PROMOTION (1080 – 4718) BUDGET REVIEW:

Present for the discussion was Carl Perry from Time & Tide.

C. Perry went over Time & Tide's entire budget. He was successful in pulling in a \$40,000.00 grant for Unity. They are working with Mid-Coast Maine and he mentioned that the budget for them is "bare boned." He also said that the money from the counties is very stringent as to how it is billed out and who it goes to. They will only pass projects that they know the people behind the projects will be dedicated to seeing the projects being completed, which helps the community. B. Sneed said that Time & Tide has not been funded in the last couple of years. C. Perry said when he had talked with the Commissioners, they mentioned some of the issues they were having with the County Jail and the cost of feeding the inmates. He then mentioned the garden project going on in Kennebec County at their jail. R. McLaughlin asked if other counties had committed funding. C. Perry said that, Androscoggin funded \$1,700.50, Kennebec funded \$2,700.00, Knox funded \$2,000.00, Lincoln funded \$3,500.00, and Sagadahoc funded \$3,500.00. C. Perry described some of the cuts that were made in their budget. R. Desmarais mentioned again that it had not been funded for a long time and felt the projects they do are good. R. McLaughlin asked if they get money from the towns. C. Perry said it was only received from counties.

****R. Desmarais moved, T. Biggs seconded to fund line 4718 Time & Tide for \$1,500.000. Unanimous.**

W.C. SOIL & WATER (2035) BUDGET REVIEW:

Present for the discussion was Kym Sanderson.

R. Desmarais noticed on the Appropriation Report that this budget was only 50% expended. K. Sanderson explained that she always waits until November to ask for the last half of the County's funding due to October through May being slow. She mentioned that if it was a problem she could change it. B. Sneed asked if she ran the shrub sale out of the Technical Center. K. Sanderson said that she did.

****J. Bennett moved, B. Sneed seconded to accept the W.C. Soil & Water budget in the amount of \$19,675.00. Unanimous.**

ADVERTISING & PROMOTION (1080 – 4715) BUDGET REVIEW:

B. Arseneau spoke up and directed the Committee to the page in the back of their budgets that explains the functions of the Waldo Community Action Partners. B. Sneed stated that the town of Prospect uses them.

****B. Sneed moved, D. Potter seconded to accept the Waldo Community Action Partner budget line 4715 in the amount of \$3,500.00. Unanimous.**

Discussion:

J. Bennett argued that WCAP goes to his town for money and he thought they are "double dipping." J. Hyk stated that there are a lot of people in the County that are not doing very well economically especially, the older people. "This is the only way for them to get around, so to not support this would be pretty mean spirited," he cautioned.

(BREAK)

AUDIT (1090) BUDGET REVIEW:

Present for the discussion was Treasurer David Parkman

D. Parkman briefly discussed problems with the past auditor, R.H. Smith. The present auditor is Harold Blake. D. Parkman mentioned that \$5,500.00 is what they have usually paid for these services the last two years.

****B. Sneed moved, R. Desmarais second to accept the Audit budget at \$5,500.00. Unanimous.**

INTEREST (2000) BUDGET REVIEW:

Present for the discussion was Treasurer David Parkman.

D. Parkman explained that last year the County paid \$30,027.00 & interest rates have gone up. He remind the group that he had asked for \$40,000.00 for this year and the Budget Committee knocked it down to \$35,000.00 and how the County is up to \$42,000.00 worth of interest. What he recommended for 2007 was \$50,000.00. He explained the process of sending the bills out and when the money is due and when they start charging interest to the towns that have not paid on time. D. Parkman thought that \$50,000.00 would give them a leeway.

****B. Sneed moved, R. Desmarais seconded to accept the Interest Budget at \$50,000.00. Unanimous.**

DEBT SERVICE (1095) BUDGET REVIEW:

Present for the discussion was Treasurer David Parkman.

D. Parkman explained that the debt was for the Communications Center loan and it will keep going down every year. B. Sneed asked how many years were left on it. D. Parkman said it was a 10 year note. It was built in 2001, so this is the sixth year.

****R. McLaughlin moved, J. Bennett seconded to accept the Debt Service budget at \$73,500.00. Unanimous.**

TREASURER (1025) BUDGET REVIEW:

Present for the discussion was Treasurer David Parkman.

D. Parkman started by stating that the Deputy Treasurer handles everything and he is “just the mouth.” She came up with the idea for the Reserves and for setting up the Facilities Budget. He also brought out that Knox County has a full time treasurer, a full time deputy, “and two girls.” He explained that he and Karen “do it all,” and he wanted the Budget Committee to know that they have made improvements to the Reserve accounts and now have a paper trail for the Auditor. J. Bennett asked about 51 weeks and thought there were 52 weeks in the year. B. Arseneau explained that this was calculated for pay step increases and that is why it was divided up that way. D. McLaughlin asked why there were computer requests in the Capital Outlay that were not in the Technology Budget. B. Arseneau explained that specific software for that department should stay in the budget per the Commissioners. J. Bennett asked about the 6.33% increase for the Deputy Treasurer. D. Parkman said he tried to bring this position up to the top of the bottom third and it was rejected. He said the state statutes said that the Treasurer shall set the Deputy Treasurer’s pay with the Commissioners’ approval. He did that, so in the morning it was set and when he left in the afternoon he found out that the Commissioners had set the pay at a lower rate, which he was a little unhappy about. G. Boetsch mentioned that when D. Parkman was discussing the pay with the Commissioners, he never brought up the State Statutes. D. Parkman said that he had made copies for all of the Commissioners and he proceeded to read the State Statutes regarding who sets the pay for the Deputy Treasurer.

****B. Sneed moved, T. Biggs seconded to fund the Treasurer's budget at \$52,702.67. Unanimous.**

RECORDS PRESERVATION (2040) BUDGET REVIEW:

Present for the discussion was County Clerk Barbara Arseneau.

B. Sneed asked about lines 4115 (Mileage) and 4120 (Meals) under Contractual Services and whom they were for. B. Arseneau said that by statute the Clerk is to be custodian of the records and since there is no space in the Commissioners Office she has to run between the two buildings. She explained also that now the office will be in charge of microfilming and she will have to take the microfilm to the State Archives and stay there while they are developed. As they microfilm things, there will be a few trips. J. Hyk explained the history of the records in the Superior Courthouse basement. He mentioned that, thankfully, they ran into Cheryl Coats who helped them deal with the record problems. The records of the County then were in bad shape and now after 4-5 years of work on them they are in relatively good shape. R. McLaughlin mentioned that they did not spend \$2,500.00 this year on line 4110 (De-acidification & Rebinding). B. Arseneau said they have a book that has to go out soon and that will eat up that money. She also said there are about 7 more books that need to be rebound and de-acidified. T. Biggs asked about the total of the budget and where the money went. B. Arseneau explained that it was for two people who got what was needed done in half the time. J. Hyk said that before C. Coats left, the contracted amount did get done. B. Arseneau stated that the rest of the budget would be gone by the end of the year. J. Hyk explained that all of the road records are shared up in the Archive/Law Library. B. Arseneau explained there are 65 more maps that were found that have not been copied for public use. Hopefully by the end of the year these would be copied for the public to use.

****J. Bennett moved, B. Sneed seconded to fund the Records Preservation budget at \$3,380.00. Unanimous.**

GRANT WRITING (2050) BUDGET REVIEW:

Present for the discussion was County Clerk Barbara Arseneau.

R. McLaughlin stated that he was originally going to propose a \$2,500.00 cut, but that was before the other group.

B. Sneed commented that the Budget Committee had just given \$5,000.00 to E.M.D.C. and another \$1,500.00 to Time and Tide.

****J. Bennett moved, B. Sneed seconded to fund \$0.00 for the Grant Writing Budget (2050.)**

Discussion:

B. Arseneau explained why there was not so much grant money brought in this year. The projects did not match the funding opportunities, and, unfortunately DRG, the name of

Cheryl's company, did not get much response when asking the Departments what projects they were planning on doing in 2006. The government, according to C. Coats, loves to fund training and that there are some opportunities that the County is missing out there. B. Arseneau stated her concern with Eastern Maine Development Corporation is that nobody has asked the question of whether or not they are willing to research. They have made it very clear that they are willing to do grant writing, if we asked them to do specific projects, but that is something that left a question in her mind as to whether or not there would be anyone sitting and looking for records preservation grants; anyone looking for law enforcement grants; anyone looking for things that are specific to the County departments. "I fear that may not happen, and that is what this budget was set up for was so that DRG could continue to research. If we supplied her with what our projects are. DRG will know where to put feelers out and look for those grants." B. Arseneau further explained that DRG had assured the County that unless a grant is written, the budget line specifically for grant writing will not be expended.

J. Hyk felt that this would be an opportunity. He also said that Eastern Maine Development Corporation does economic development; they do not write grants for bullet proof vests or records research or infrastructure for the Sheriff/Jail department. He felt that they were not going to keep track of what the department heads are or are not doing. He thought that was the difference. To expect Eastern Maine Development to do what the County had been doing with DRG, he was not sure if this was going to happen, but what the County was doing was highly, highly successful. He stated that C. Coats got the County a lot of money, she saved the County's Homeland Security Grant the last time around, she got the County a lot of money for records preservation and she has worked with the Sheriff and the Emergency Management on different grants that were very successful. "It's entirely up to you," he said to the Budget Committee. "But, I'm just concerned that she knew what she was doing and what we wanted, and I'm not sure who's going to deal with Eastern Maine Development and whether they're going to get that angle of the job done. I just don't know."

J. Bennett asked how much money Cheryl brought in last year. B. Arseneau said in 2006 there were two grants that came in for a total altogether of \$2,660.00. As was mentioned already, it is different each year; what's available, what matches the projects that are being done, etc. If she was getting more feedback from the Departments, she could do better.

J. Hyk reminded all that the year before, C. Coats brought in \$260,000.00. "You don't do that every year," he stated. "I'd hate to lose her completely because she has done a great job for us in more ways than one."

T. Biggs asked why the department heads didn't give her any "heads-up." B. Arseneau replied that she didn't know if it was just lack of communication back and forth, or what. C. Coats had asked for this information for a couple of years in a row, now; trying to explain to the Department Heads that if she knew what their long-term projects and goals were, she might be able to locate the proper available grants. B. Arseneau also said that she thought that it is hard for the Department Heads to know that their project might

qualify. The Department Heads may not even think in terms of the fact that there may be training going on. She didn't believe some of this was "first nature" to think of certain things, such as training, might be funded by grants. C. Coats alerted them to this. B. Arseneau hoped that this might get the wheels spinning and Department Heads might think, "I'm trying to accomplish this – I wonder if there is a grant for it out there?"

J. Hyk said that what he was trying to say was that because the County wasn't funding E.M.D.C. it could not be utilized. What the Commissioners did, in-house, so to speak, was find someone who could do this, could research grants, which was important because if grants are not out there, they can't be written, so the Commissioners sort of solved their problem in-house. Now, the Commissioners were "going to throw that off and put all their eggs in the Eastern Maine Development Corp. basket," which he had concerns about.

B. Arseneau stated that she herself had sent a number of inquires from the Commissioners Office to see if certain projects possibly qualified for grants and C. Coats took those and "ran with them." B. Arseneau said in a number of cases, the County did not qualify, but that was not something B. Arseneau would have known. C. Coats knew how to ask the questions and who to contact, etc.

R. Desmarais felt that EMA Director Dale Rowley could, with a little investment and direction with him would probably fill some of these gaps. He commented that he didn't believe that C. Coats would be "missed as much as we feel she's going to be missed." B. Arseneau did not know if D. Rowley would have the time to look for grants for other departments. She recognized that some of the grants he does with law enforcement is tied to Emergency Management, but she didn't know if he would the time for the other departments. R. Desmarais thought they could take a chance and try this. He felt that there was a lack of communications between the departments between what they want and what is available, and he felt the County was paying for dead space in there. B. Arseneau stated the County had not been paying for dead space, as the budget is not all spent. The actual work done by DRG is what is being paid for. This included researching. If grants aren't written, the budget money for that line is not being spent. R. Desmarais recognized this, but if there was communication, then DRG would be bringing in more than what it was being paid. He felt that D. Rowley could put some time into this and could pick up some of the slack on it. T. Biggs noted that she had only been paid \$4,000.00. J. Bennett said that if they were thinking that D. Rowley was going to that it and "it didn't pertain to Dale, forget it because it was not going to happen." He added, "I'm not knocking Dale, O.K., but if it's got to do with E.M.A. and all that, he'll do it but if it's got to do with something else, don't even bother. You'll waste your time."

B. Arseneau stated that she did not know if he would have the time. Nobody's asked him specifically to write or look for any grants. She explained that grant research takes a lot of time in the hunting and searching process. A. Fowler said she felt that they were overlooking the fact that Dale is the head of his department and actively seeking and looking for these grants for his department. Maybe the other department heads need to

actively look and seek grants for their own departments just as he is, if the Budget Committee wasn't willing to fund the Grant Writing Budget and use DRG.

R. Desmarais recalled that the County had sent C. Coats to school for training. He thought it might be a good idea to send a Department employee out for this. A. Fowler said that there might be grant money available to train someone for that, as well. R. Desmarais said he had seen notification of such training in the newspaper. "It's not the end of the world, and it would be better to have one in-house, on the books, doing something for some grant writing.

R. McLaughlin asked if there was a Chief Deputy who wrote grants, as he thought he had heard that. B. Arseneau responded that Sheriff Story had answered that before and as she recalled, that the grants his department applies for are fairly basic; for example the bulletproof vest grants are more or less a form that is filled out. This type of grant application is a little more straight-forward. Some of the other grant applications are so particular that "if you don't dot your i's and cross your t's and write things exactly so, during the weeding-out process, people lose out a lot because they haven't got it just the way those folks are looking for. It is a very picky business; very meticulous business. I can speak from experience myself, having tried to write some. Even doing the best I could, I didn't get them. C. Coats applied for similar grants a couple of years later and got them – every single one of them and did not fail on one of them."

G. Boetsch asked where Cheryl Coats lives, B. Arseneau responded that she now lives in Utah. B. Sneed asked if G. Boetsch was asking him or if this was a question for the world at large. G. Boetsch said he was asking Bill. B. Sneed replied that he had no idea and why would he know? G. Boetsch explained that wanted to know if he could ask the question. B. Sneed told him to go ahead, so G. Boetsch asked where Cheryl Coats lives. B. Arseneau replied that C. Coats now resides in Utah. G. Boetsch repeated, "She lives in Utah." B. Arseneau stated that, "thanks to the wonderful of world of Email and computers, we can still remain very much in close contact," and that she was also available by telephone.

B. Sneed called on Treasurer David Parkman. D. Parkman commented, "If you're putting your eggs on grant writing in the Eastern Maine [Development Corporation], well, we'll find out next year how we made out, I guess. I would think that you've got a known quantity to show [with DRG] and you don't have a known quantity with Eastern Maine."

B. Sneed commented that this was probably why they had not given them any money in half a decade or more. He quipped, "They can either put up or shut up."

D. Pendleton mentioned that Chris Shrum was going to do what the department heads ask him to do, not be pro-active and find things that apply to this County. B. Arseneau noted that nobody had even asked him what is limitations are. She didn't know if Eastern Maine Development was limited to community development. Nobody had asked that question. "It's kind of hard to base a decision on things you don't really know," she added.

B. Sneed reminded everyone that there was a motion and second on the floor to fund the Grant Writing Budget at \$0.00. J. Bennett commented that he wanted to fund zero, too, but he would hate to throw this away and then find out that the County lost its money with Eastern Maine Development and had to depend on department heads or send somebody away to be trained.

T. Biggs commented that DRG had only charged the County \$3,890.00 so far this year and brought in \$200,000.00 a few years ago, so he felt that DRG was worth \$5,000.00.

B. Sneed called the vote and asked who was in favor of funding this department at zero.
MOTION FAILED.

****T. Biggs moved, J. Bennett seconded to fund Grant Writing (2050) at \$5,000.00.**
Discussion: B. Sneed asked if everyone realized they had raised the budget by \$3,640.00.
MOTION PASSED.

FUTURE BUDGET MEETINGS:

B. Arseneau listed who would be available for the upcoming meetings for budget reviews. B. Sneed felt that even if the department head or agency couldn't attend, the Budget Committee should review it anyway. "If it's important to them to come here and talk about their budget, they'll make it." B. Arseneau reminded him that the Budget Committee, during the previous meeting, had asked her to put out feelers with a tentative schedule of the 8th and the 17th and that very night she emailed everybody. B. Sneed asked who could do it on the 8th. B. Arseneau listed the remaining budgets, which were Employee Benefits, Probate, D.A., Commissioners and Communications Center and explained that the District Attorney called to say that they were not available on the 8th of November but were available on the 17th. So is the Commissioners budget, which includes Technology, and also available is the Communications Center. Both had previous engagements and business to attend to on Monday and Wednesday night. She did not know if Probate was available or not, but they might be. That leaves Employee Benefits and Probate, if the Budget Committee wanted to try and meet with them on the 8th and maybe the remaining three budgets could be reviewed on the 17th. This was just a suggestion and she felt that there would be full attendance if the meetings were scheduled this way. B. Sneed remarked that nobody could attend on Monday, then. J. Bennett said the Budget Committee could come and there would always be the Public Hearing for further debate. He didn't want meetings to run into December. B. Arseneau said this might be avoided because the 22nd of November is also available. She acknowledged that the Committee was trying to get all their meetings done in November and thought this was an excellent idea and she felt they still could accomplish this. B. Sneed noted that then the Public Hearing could be held Friday December 1st. J. Bennett asked when B. Sneed would be leaving the state. "I don't have to be here," B. Sneed stated, and explained that he would be leaving December 2nd and would be gone for 2.5 weeks. He stated that he could not change those plans. R. McLaughlin mentioned that the final hearing could be held after his return. B. Sneed agreed that as long as it was done by the 31st of December that would be fine.

The following budgets will be reviewed on Wednesday, November 8, 2006:

- Probate
- Employee Benefits

EMPLOYEE BENEFITS DISCUSSION:

J. Bennett asked if they could have a printout on the employee benefits. B. Arseneau left to go downstairs and get the printouts.

J. Hyk explained that in recent years there had been some tough employee medical claims and that the broker who assists the County, was working on new premium rates which, unfortunately, were based on this bad experience rating. There may be some other quotes from other health insurance companies besides AETNA. He didn't know if that information would be available by the next meeting because firm figures cannot usually be obtained until later in the fall/early winter. He asked B. Arseneau to explain how Paul works with the County. B. Arseneau explained that Mr. Barbera is an agent who tries to help the county to "get the best bang for the buck." He looks at all the health insurance companies that are in the State of Maine. Historically, AETNA has been the least expensive carrier and this is who the County has been using. This year the quote was much higher than anticipated. She went back and asked P. Barbera to please see what he could do. He went back and spoke with AETNA. They agreed to drop their rate, but it was not carved in stone yet. P. Barbera is looking at another insurance company that is typically higher, so she hoped to have more information by the next meeting. B. Arseneau submitted a work sheet and explained that it showed what the rates would be at the 23.2% increase as proposed by AETNA at this point. The Budget Committee had asked for a comparison of the employee-paid portion and how that affects the actual cost of living increases that they receive. R. McLaughlin said that he would like to get a list of everyone that is getting the health insurance and what department they are in. B. Arseneau responded that she could not provide that as it was confidential information but she could give it to him with no employee's names on it. That was fine with R. McLaughlin. R. McLaughlin said he would like to have the health insurance broken down by department as far as how many receive family plans, single rate, etc.

****D. Potter moved, R. Crossman seconded to adjourn the meeting at 7:55 p.m. Unanimous.**

****D. Potter moved, R. Crossman seconded to re-open the meeting at 8:00 p.m. Unanimous.**

B. Sneed felt that there needs to be three meetings in one night for the Tax Cap requirements. B. Arseneau said that she needed to know when the Public meeting would be so she could put it in the newspapers two weeks in advance. B. Sneed said this will be the following schedule:

FUTURE MEETINGS:

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November 8, 2006

- **Probate**
- **Employee Health Benefits**

November 17, 2006

- **District Attorney**
- **Communications**
- **Commissioners**

December 1, 2006

- **Public Hearing**
- **Budget Committee Meeting**
- **Commissioners Meeting**

****R. Crossman moved, B. Sneed seconded to re-adjourn at 8:10 p.m. Unanimous.**

Respectfully submitted by _____
Veronica Stover, Deputy County Clerk