

CITY OF LEWISTON

CITY COUNCIL

MAY 28, 2002

SPECIAL MEETING HELD IN THE COUNCIL ROOM AT 7:00 P.M.

THE HONORABLE LAURIER T. RAYMOND, JR., MAYOR, PRESIDING.

PRESENT: Councilors Philippon, Bernier, O'Brien, Samson, Paradis, Rousseau, City Administrator James Bennett and City Clerk Kathleen Montejo

Pledge of Allegiance to the Flag.

Moment of Silence.

BUDGET RECOMMENDATIONS FROM FINANCE COMMITTEE

VOTE (161-2002)

Motion by Councilor O'Brien, second by Councilor Samson:

To receive and review the recommendation from the Finance Committee regarding the Fiscal Year 2003 Budget. The Finance Committee's recommendations are:

- 1) To express to the City Council concern relative to the lack of growth in the commercial, industrial and residential sections of the community.
- 2) The (original) recommended tax increase of 1.88 mils is too high and will be a disincentive in attracting new growth into the community.
- 3) The City Council should continue to carefully scrutinize every section of the budget to reduce the impact that a 1.88 mil rate tax rate increase will have on all taxpayers, both existing and prospective. Passed - Vote 6-0

FINAL ADJUSTMENTS TO THE 2003 FISCAL YEAR BUDGET

Councilor Bernier expressed concern about the additional cuts to the Library book fund, and urged Councilors to reinstate the funding.

VOTE (162-2002)

Motion by Councilor Bernier, second by Councilor O'Brien:

To increase the book line item (4038200) by \$1500 to restore the funding to the previous level. Passed - Vote 6-0

Councilor Rousseau inquired about the revenue side of the budget and the projected estimates for the new assessed valuation and the excise tax projections.

VOTE (163-2002)

Motion by Councilor Samson, second by Councilor Philippon:

To amend the City Administrator's original recommended budget as outlined in the attached material entitled "City Administrator's Recommended Budget Adjustments" and "City Council Recommended Budget Adjustments".

CITY ADMINISTRATOR'S RECOMMENDED BUDGET ADJUSTMENTS
EXPENDITURES

Department	Account	Item Description	Amount
All		Reduce use of most capital to be funded by supplemental appropriation of fund balance	\$ (1,052,985)
N/A		Eliminate 5% Reserve for Uncollected taxes	(2,050,224)
N/A		Increase Overlay to reduce negative impact of elimination of Reserve for Uncollected taxes	200,000
Administration	4028800	Additional funds to pay for moving expenses per contractual agreement	3,500
Economic Dev.	4011000	Eliminate - Economic Development Specialist position	(32,858)
M.I.S.	4011000	Eliminate Programmer Analyst position	(34,730)
Human Resources	4011000	Add Deputy Human Resource position (effective October 1)	35,000
Patrol	4011000	Eliminate DARE Officer position January 1 - keep vacant Patrol Officer position open	(28,561)
Police - Support Svc.	4011000	Add Parking Enforcement hours	7,500
Fire Administration	4011000	Eliminate Deputy Fire Prevention position	(48,036)
Fire Prevention	4051000	Eliminate funding for vehicle in Fire Prevention	(23,000)
Code Enforcement	4011000	Eliminate Electrical Inspector position	(41,516)
P/W Administration	4011000	Eliminate Office Manager position	(28,957)
Highway	4011000	Eliminate Storekeeper position	(24,202)
Highway	4011000	Eliminate Hwy Worker II position (vacant)	(23,930)
Waste Collection	4028831	Add waste collection churches & parochial schools	7,400
Parks & Cemeteries	4011000	Eliminate Parks Worker II position	(24,541)
Municipal Garage	4011000	Eliminate Equipment Servicer position	(29,432)
Municipal Garage	4051000	Eliminate funding for vehicle-sedan in P/W	(16,000)

Gen. Assist. Adm.	4011000	Add 1 caseworker & 1 clerical position	57,565
Gen. Assistance	4033500	General Assistance - Food	25,000
Gen. Assistance	4035500	General Assistance - Household Supplies	15,000
Gen. Assistance	4041000	General Assistance - Rent	60,000
Recreation Adm.	4011000	Eliminate Recreation Supervisor position	(37,045)
Library Circulation	4011000	Eliminate Library Assistant position	(25,300)
Urban Development	4049000	Reduce LMRC budget appropriation	(31,550)
Urban Development	4049000	Eliminate funding of LMRC subsidy from General Fund budget	(450,000)
Bond Principal	4049000	Restructure Bond Principal	4,000
Bond Interest	4049000	Reduce Bond Interest cost as a result of restructuring	(129,800)
Salary Reserve	4010500	Credit for Turnover rate of Personnel	(100,000)
Salary Reserve	4013000	Employee Severance Package	30,000
Health Insurance	4046004	Reduce Health Insurance premiums as a result of position reductions	(89,000)
Pensions	4044001	Reduce MSRS contributions due to position reductions	(6,900)
Pensions	4044004	Reduce Deferred Comp. Contributions due to position reductions	(4,400)
Pensions	4044500	Reduce FICA contributions due to position reductions	(24,700)
Total City Expenditures Adjustments			\$ (3,912,702)

CITY ADMINISTRATOR'S RECOMMENDED BUDGET ADJUSTMENTS
REVENUES

Prior Years Surplus	Eliminate use of fund balance to fund City operating budget	\$ (1,000,000)
Prior Year Taxes	Eliminate the budgeting of prior year-delinquent personal property taxes and tax liens-due to elimination of reserve for uncollected current year taxes	(126,000) (1,165,000)

General Assistance Aid	Increase estimated revenues to coincide with increase budget appropriation of \$100,000	50,000
Traffic Violation Fines	Increase parking violations through additional enforcement	35,000
Increase Fees	Increase fees for certain business and non-business licensing, excavation permits and other fees	35,000
Total Revenue Adjustments		\$ (2,171,000)

SCHOOL EXPENDITURES

Reduce- School Budget Appropriation	\$ (150,000)
Total School Expenditures Adjustments	\$ (150,000)

CITY COUNCIL RECOMMENDED BUDGET ADJUSTMENTS

Department	Account	Item Description	Amount
Human Resources	4011000	Remove Deputy Human Resources position recommended by Administrator	\$ (35,000)
Health Insurance	4046004	Fringes - Deputy H.R.	(10,000)
Pensions	4044001	Fringes - Deputy H.R.- MSRS	(2,500)
Pensions	4044500	Fringes - Deputy H.R. - FICA	(2,500)
General Assistance	4033500	General Assistance - Food	(10,000)
General Assistance	4041000	General Assistance - Rent	(20,000)
Salary Reserve	4010500	Credit for turnover rate of Personnel	(15,000)
Library Building	4058000	Removal Capital item to be funded by supplement appropriation of fund balance	(15,000)
Treasurer	4012000	Reduce Overtime	(250)
Police - CID	4012000	Reduce Overtime	(2,500)
Planning	4012000	Reduce Overtime	(500)
City Hall	4012000	Reduce Overtime	(500)
Fire Communication	4012000	Reduce Overtime	(500)
Firefighting	4012000	Reduce Overtime	(2,500)
Snow Removal	4012000	Reduce Overtime	(3,250)

CITY COUNCIL

MAY 28, 2002

Waste Disposal	4012000	Reduce Overtime	(5,000)
		Total Overtime	(15,000)
Economic Development	4031000	Printing Supplies	(200)
Economic Development	4039800	Other Supplies	(50)
City Clerk	4031000	Printing Supplies	(100)
Purchasing	4030500	Office Supplies	(100)
Purchasing	4031000	Printing Supplies	(150)
Treasurer	4030500	Office Supplies	(100)
Treasurer	4031000	Printing Supplies	(100)
Central Services	4031000	Printing Supplies	(100)
Planning	4031000	Printing Supplies	(300)
Planning	4037900	Art Supplies	(500)
Police Admin.	4030500	Office Supplies	(150)
Police CID	4031000	Printing Supplies	(100)
Police CID	4037500	Educational Supplies	(200)
Patrol	4032000	Gasoline	(2,000)
Patrol	4034500	Department Apparel	(500)
Fire Admin.	4034600	Individual Apparel	(100)
Firefighting	4032000	Gasoline	(1,500)
Firefighting	4034500	Department Apparel	(1,000)
Fire Communication	4038500	Construction Materials	(500)
Fire Station	4031500	Fuel Supplies	(750)
Fire Station	4035500	Household Supplies	(600)
Code Enforcement	4030500	Office Supplies	(150)
P/W Admin.	4031000	Printing Supplies	(300)
Highway	4036000	Small Tools	(300)
Highway	4038700	Bridge Materials	(500)
Highway	4038500	Construction Materials	(1,500)

CITY COUNCIL

MAY 28, 2002

Highway	4038800	Tarring Materials	(1,000)
Snow Removal	4039800	Other Supplies - Salt & Calcium	(10,400)
Recycling	4039800	Other Supplies	(2,000)
Recreation Admin.	4030500	Office Supplies	(200)
Recreation Programs	4037800	Recreation Supplies	(500)
Armory	4031500	Fuel Supplies	(1,700)
MPC - Admin.	4030500	Office Supplies	(100)
MPC - Admin.	4031000	Printing Supplies	(150)
MPC - Building	4035500	Household Supplies	(500)
MPC - Building	4039800	Other Supplies	(100)
		Total Supplies & Materials	(28,500)
		TOTAL EXPENDITURE ADJUSTMENTS	\$ (153,500)

**CITY COUNCIL RECOMMENDED BUDGET ADJUSTMENTS
REVENUES**

General Assistance Aid	\$ (150,000)
Total Revenue Adjustments	\$ (150,000)

Passed - Vote 6-0

ADOPTION OF APPROPRIATION RESOLVE FOR FISCAL YEAR 2003

VOTE (164-2002)

Motion by Councilor Philippon, second by Councilor O'Brien:

RESOLVED, That there is hereby appropriated for the support of the several departments of the City of Lewiston for the fiscal year, commencing the first day of July, in the year of Our Lord, Two Thousand and Two, and ending the last day of June, in the year of Our Lord, Two Thousand and Three, for the payment of the State and County Taxes, for ordinary indebtedness and expenses, for the interest on the debt, of the City of Lewiston, for the payment of lawful debts and dues from the City of Lewiston:

AGGREGATE BUDGET	\$ 69,316,122
MEANS OF FINANCING:	
General Property Tax	38,774,284
Anticipated Revenues	30,068,571
Prior Year's Surplus	473,267
TOTAL	\$69,316,122

Passed - Vote 6-0

**ADOPTION OF SUPPLEMENTAL APPROPRIATION
RESOLVE FOR FISCAL YEAR 2003**

Councilor Bernier proposed an amendment to add funds for the purchase of a new rescue tool to be used by the Fire Department to extract victims from automobiles after an accident. She stated the current piece of equipment works, but is very antiquated and adds a great deal of additional time to a process where time is of the essence during a vehicle accident.

VOTE (165-2002)

Motion by Councilor Bernier, second by Councilor O'Brien:

To increase the supplemental appropriation for Public Safety by \$21,000 for the purpose of buying an AMKUS Rescue Tool. Passed - 6-0.

VOTE (166-2002)

Motion by Councilor Philippon, second by Councilor Samson:

To approve the Supplemental Appropriation for Fiscal Year 2003 to finance Capital Expenditures in various departments as follows:

<u>DEPARTMENT</u>	<u>AMOUNT</u>
General Government	\$ 49,400
Public Safety	215,120
Public Works	766,500
Human Services	2,500
Culture & Recreation	91,465
Miscellaneous	3,000

Sub-Total City	\$ 1,127,985
School	250,000
TOTAL APPROPRIATION	\$ 1,377,985
MEANS OF FINANCING	
Undesignated Fund Balance	\$ 1,377,985

Passed - Vote 6-0

WAVIER OF GNP-IPD REQUIREMENT OF CITY CHARTER

VOTE (167-2002)

Motion by Councilor O'Brien, second by Councilor Philippon:

That the City Council deems it necessary to adopt a budget which exceeds the percent increase of the Gross National Product-Implicit Price Deflator, and hereby waives the provisions of Section 6.06(f) of the City Charter. Passed - Vote 6-0

ADOPTION OF WATER AND SEWER APPROPRIATION FOR FISCAL YEAR 2003

VOTE (168-2002)

Motion by Councilor Philippon, second by Councilor Bernier:

RESOLVED, That there is hereby appropriated for the support of the Water & Sewer Divisions of the City of Lewiston for the fiscal year, commencing the first day of July, in the year of Our Lord, Two Thousand and Two and ending the last day of June, in the year of Our Lord, Two Thousand and Three:

WATER DIVISION REQUIREMENTS	\$ 2,581,150
SEWER DIVISION REQUIREMENTS	\$ 4,004,761

Passed - Vote 6-0

AUTHORIZATION TO USE THE INTEREST FROM THE FARRAR FUND

VOTE (169-2002)

Motion by Councilor O'Brien, second by Councilor Paradis:

To authorize the use of the interest from the Farrar Fund for expenses incurred in the Human Services Budget, for medical and dental services. Passed - Vote 6-0

APPROVAL OF MILEAGE REIMBURSEMENT RATES

VOTE (170-2002)

Motion by Councilor O'Brien, second by Councilor Paradis:

To authorize the Finance Director to approve payment for mileage reimbursement at the rates and manner as budgeted for the authorized use of privately owned vehicles in the conduct of official city business for each respective position:

<u>POSITION</u>	<u>ALLOCATION</u>
Mayor	\$ 500.00
Auditor	\$ 125.00
Business Development Manager	\$ 200.00
Chief Assessor	\$ 480.00
City Clerk	\$ 300.00
Development Director	\$ 200.00
General Assistance Administrator	\$ 100.00
Library Director	\$ 200.00
Recreation Director	\$1200.00
Treasurer/Tax Collector	\$ 200.00

Per-mile basis. All others not specifically mentioned above shall be reimbursed at the rate of thirty-one (\$.31) cents per mile, excepting motorcycles which shall be reimbursed at the rate of 75% of the rate established for other vehicles, plus tolls and parking supported by receipted vouchers other than meters. Passed - Vote 6-0

APPROVAL OF AID TO PRIVATE AND PAROCHIAL SCHOOLS

Councilor Bernier inquired about the wording of this motion compared to the wording from previous year's budget approval meetings, and the impact of the November 2001 citizen referendum vote regarding funding for parochial schools.

VOTE (171-2002)

Motion by Councilor Samson, second by Councilor Rousseau:

To accept the recommendation of the Finance Director, and to establish the following allocation amounts for aid to private and parochial schools for textbook and testing services for Fiscal Year 2003:

	<u>Elementary</u>	<u>Secondary</u>
Testing	\$2.60 per student	\$2.60 per student
Textbooks	\$25.00 per student	\$53.00 per student

Passed - Vote 6-0

OTHER BUSINESS

Councilor Bernier proposed the following Resolution regarding the use of funds for the Lewiston Mill Redevelopment Corporation. A few Councilors stated they would feel more comfortable regarding the funds the City is budgeting for LMRC if the City Administrator has the opportunity to conduct a review of the organization’s procedures.

VOTE (172-2002)

Motion by Councilor Samson, second by Councilor Bernier:

Whereas, the City Council has endorsed the adoption of the budget which included certain funds for support of the Lewiston Mill Redevelopment Corporation (LMRC), and;

Whereas, members of the City Council have expressed concerns about the ongoing need for financial assistance from the City to support the operations of LMRC, based on the current direction and focus, and;

Whereas, members of the City Council desire a complete review of the goals, direction, and business plan that LMRC is currently employing, and;

Therefore, the City Council instructs the City Administrator to present a comprehensive review of LMRC to the City Council by September 10, 2002, and;

Furthermore, the City Administrator is instructed to report any major changes in operations, procedures, or other changes in the operations of LMRC to the City Council, prior to the enactment of such changes, and;

Finally, the City Administrator is to review and control the use of City funds for support of the operations of the LMRC from this date until the presentation of the report is made.

Passed - Vote 5-1 (Councilor Philippon opposed)

The Mayor and Councilors thanked the City Administrator, Assistant City Administrator and the Finance Director for their work with the budget preparation, noting it was an extremely difficult year. The new mil rate is \$28.89, which is an increase of 34 cents from last year. The average increase is \$37 to the homeowner who owns property with an average assessed valuation of \$80,000. Most citizens will not recognize any loss of services in any level of City operations.

VOTE (173-2002)

Motion by Councilor O'Brien, second by Councilor Samson:

To adjourn at 8:10 P.M. Passed - Vote 6-0

A true record, Attest:

Kathleen M. Montejo, CMC
City Clerk
Lewiston, Maine