

MINUTES
FREEPORT TOWN COUNCIL MEETING #09-23
TOWN COUNCIL CHAMBERS, 30 MAIN STREET, FREEPORT
TUESDAY, MAY 2, 2023
6:00 PM

The Chair called the meeting to order at 6:08 pm.

	PRESENT	ABSENT	EXCUSED
Councilor Chair Daniel Piltch, 25 Quarry Lane	X		
Council Vice Chair, John Egan, 38 Curtis Road	X		
Councilor Matthew Pillsbury, 36 Todd Brook Rd	X arrived at 7:52 pm		
Councilor Chip Lawrence, 93 Hunter Road			X
Councilor Darrel Fournier, 3 Fournier Drive	X		
Councilor Jake Daniele, 264 Pownal Road	X		
Councilor Edward Bradley, 242 Flying Point Road	X		

FIRST ORDER OF BUSINESS: Pledge of Allegiance

Everyone stood for the Pledge of Allegiance

SECOND ORDER OF BUSINESS: To waive the reading of the minutes of Meeting #08-23 held on April 25, 2023 and to accept the minutes as printed.

Chair Piltch had a correction: ITEM # 72-23, the Capital Budget Vote, should be 5 in favor and 1 opposed-Fournier. The minutes had those votes transposed as 1-Aye and 5-Nay.

MOVED AND SECONDED: To waive the reading of the minutes of Meeting # 08-23 held on April 25, 2023 and to accept the minutes as amended. **VOTE:** (Daniele & Fournier)(6-Ayes)(0-Nays)(1-Excused Lawrence)

THIRD ORDER OF BUSINESS: Announcements (15 minutes)

- The library is rolling out a new collection next week called The Library of Things. A Library of Things can take many shapes but is at its core a non-traditional lending collection of useful and/or entertaining items – like binoculars or a Nintendo Switch. Many thanks to FreeportCAN for their support and the FCL staff for all the hard work getting it up and running! Check our website and newsletter for more information.
- Property Taxes are due May 15th! 😊
- April 30th to May 6th is Municipal Clerk’s Week. The profession was honored by Governor Janet Mills in her Proclamation which read in part:

The Office of the Professional Municipal Clerk, a time honored and vital part of local government throughout the world, is the oldest among public servants. The Office provides the professional link between citizens, the

local governing bodies, and agencies of government at other levels, serving as the information center on functions of local government and community. In this important role, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all. I encourage all Maine people to recognize and appreciate the exemplary professionalism of the Clerks who keep our state and its many local governments functioning at the highest standard.

- The Town of Freeport will 2023 Commercial Shellfish Licenses available by Lottery

Available Licenses for 2023 are: 1-Resident Commercial Adult License AND 4-Resident Commercial Student Licenses. Please note: Applications for the lottery can only be accepted starting Thursday, June 1st 7:30 am until Thursday, June 15th at 6 pm. You do not have to be present to win.

FOURTH ORDER OF BUSINESS: Information Exchange (15 minutes)

Councilor Bradley: He received calls from constituents this week inquiring to the validity of an offer by David Moser to give the property at 22 Main Street to the Town as a donation. He wanted to pass that to the Council because it seems relevant to what is happening over there either actually or potentially. It's a generous offer.

Councilor Egan: At our last meeting, he mentioned that we are going to hear about an opportunity to engage a letter of interest with a solar developer called Revision Energy who is already a partner with the town and the Sewer District. The opportunity is that Revision would pursue grant funds, at their entire expense, as well as operating, and would install a Level 3 direct current fast charger which is currently the fastest way to charge electric vehicles. The participation from Freeport would be to identify location tentatively in pencil. We are looking at the municipal parking at the Train Station. The proposal would be entirely at the expense of Revision and zero cost to the town. The letter of interest is just to initiate with this company and allow them to pursue the funding. The letter of interest is not a binding contract but allows them to move forward with the confidence that this is something Freeport wants to do.

Revision Energy Representative: They've been discussing it for a while at Revision and they are enthusiastic about the opportunity to work with Freeport. They installed the EV Chargers at L.L.Bean's. He gave background on why they are seeking a letter of interest. Revision is seeking a limited number of host sites that would qualify for these grant programs. There is limited time to pursue and prepare for these grants. We are looking for this to be a 100% beneficial arrangement. Freeport offers great locations and they bring a very reliable charging station service to our visitors at no costs to the town. They have a lot of work preparing the applications through working with the engineers and CMP to ensure they are able to put together a great presentation and will win the grant award.

Councilor Egan: There are two key points. There is a requirement that Revision asks for which is called a License Agreement. It's a proxy for a ground lease. They are going to put their equipment on Town property and they want a vehicle in which to legally locate that equipment. The second piece of the letter of interest is they are going to make the initial investment, they will line up the financing as well as the engineering and installation costs along with the operation costs. They ask that the town concur that for a period of 2 years, we do not move forward with somebody else to do a level 3 direct current fast charger within a few hundred feet of that same location. We'll have the letter finalized and available at the next meeting.

Councilor Fournier: Typically, when the town does these kinds of things, it is normally open to bids or others that are interested. He doesn't know if this has happened? If we've gone through this process before where we didn't go through a process for other people, it's news to him. We do this on all our purchases and use of land. He wants to make sure we have a level playing field for other companies that may want to come in.

Councilor Egan: We are not procuring anything. That is one step away from our bid process where we are making an effort to go spend money. The second dynamic is that Revision came to us so we are responding to their request as opposed to us saying we want to do this and this and then soliciting proposals from the community. They are chasing financing and grant funding which has a tight window. Councilor Bradley pointed out it would be going out to bid to ask somebody else to come in and give us something. That's what we would be asking if we went to bid. We need to make sure the process is open to everyone.

The town is involved in facilitating a Level 3 EV Charger. Are there any rules that go along with the use of that by the public such as time limits? It would be Revisions equipment, so the rules would be up to them. While he supports the proposition, how the rules are applied could sway Mr. Bradley's support of this.

This funding source is very regimented by the federal government in order for Efficiency Maine to receive the funds. If you Google NEVI (The National Electric Vehicle Infrastructure) program, it is very specific for example, they have to be available 24/7, there can be no restrictions to any one person, they can't be part of a special membership group and you have to be able to use any form of payment. They want these to be consistent across the country and fully equitable. The town will not do an RFP process, but the State of Maine will have a very rigorous RFP process. We wouldn't just be doing what Revision wants to do.

Are the charging costs regimented too or can we raise the price to whatever they want? They have a clause that requires some limitations on what can be charged, either by the minutes or kilowatt hour. It has to have some comparison to driving an internal combustion engine vehicle. They have some flexibility, but they cannot get a premium above what is a kind of average price for EV Charging. Councilor Daniele would be concerned that there could be "bad actors" that come in and price gouge on the charging fees. It's not the intent we are looking for and he wants to make sure there is some type of cost control.

This would only be a letter of intent and that wouldn't happen if they don't get the grant. We need to make sure there are no municipal restrictions on overnight parking with the Train lot. We do have technical details to work out. It was highlighted because there is 3 phase power there (Amtrak lot). The details of the RFP that they are pursuing are available. The deadline of the application is June 22nd. If they get the award they come back later to have the contract signed.

FIFTH ORDER OF BUSINESS: Town Manager's Report (10 minutes)

Residents have the ability to go online to pay property taxes that are coming due. If you do choose to do that, there is a user fee that is passed along to each credit card transaction.

We had a lot of rain on Sunday and Monday. We had some flooding, some power loss and downed trees. She wanted to thank Public Works for getting the roads open and up and running and clearing debris.

Public Works is doing spring clean-up including striping. There are stripes now on Grove Street as in years past. We used to outsource this, so we got away from it for budget savings. Public Works now has the ability to do that now in house. No changes have occurred in the parking that is permitted there. It aligns with some of the Downtown Visioning that we've been talking about. They do intend to do some signage clean up on Depot Street and stripe down there. It could be an asset if we see recently approved projects get built. There's a parking lot that's closed for surplus parking they will be striping. These are reflecting current ordinances, not making a change in who can park where, just making sure things are striped accordingly,

Central Maine Power is going to be doing some pole work and pole replacement. They do not think it will cause road closures or much traffic disruption. The work started this week or last. It is in the area of Desert Road and Estes Drive, so be aware.

Mettie Smith, our grant funded Sustainability Coordinator started full-time at the Freeport Office this week. She is shared with Yarmouth half-time. One of her main objectives is to work with GPCOG to create a climate action plan. There is a large climate action planning workshop that Freeport Sustainability Advisory Board is hosting on May 15th from 6 -8 pm at the Community Center. This is a great opportunity for residents to come learn about the work and data that GPCOG has been putting together. They will have information on Freeport's gas emissions and some information on vulnerabilities. Where are our vulnerable populations in portions of town? Then how are you impacted? What are your thoughts in general? There will be talk about setting greenhouse gas emission reduction targets.

The Gulf of Maine Research Institute is doing a community-based science program. They got money from GPCOG. They are monitoring water levels off the coastline so we're going into communities and finding sites on public property. They will be posting signs and they'll be looking for resident volunteer to go to these sites during storm events and take pictures and report what they see. The timing is great for Freeport as we can use some of the work we're doing with GPCOG. It could provide data for the Climate Action Plan and also for our Comprehensive Plan. We will have someone here at our next meeting from the Gulf of Maine. They will be posting signs on town property and they've been getting input from the Harbor Master and other town staff. They want to know that the town is a supporter of the program.

Councilor Egan: Wanted to add his thanks and appreciation to the Fire Chief whose crew responded to his house where he had a 75-foot tree fall. It fell 6 feet from his house taking out his power line. The Freeport PD responded and gave him some direction and reassured him he wasn't going to risk a fire at his house.

SIXTH ORDER OF BUSINESS: Public Comment Period – (30 Minutes)
(Non-Agenda Items Only)

Andrew Arsenault: He wanted to address an issue from last meeting. He read his Downtown Revisioning Program. His concern was EV Charging stations on public property. Action 12 on page 47 is to create more EV Charging opportunities. To work with a local property and business owners (key words) to increase opportunities for EV charging stations in downtown lower Main Street. Not only does this encourage sustainable choices, it also has economic benefits and some companies are adding EV Charging stations to their parking lots to stop and charge and shop. The argument he proposed last week was correct and is also in the Action Network diagram on page 117 with the same language. He thinks he was more in the right than the wrong. He supported the right thing. He was challenged for not wanting it on town property when the plan supports local property owners and business people.

COUNCIL MEETING #09-23
MAY 2, 2023

Secondly, he knows we are not going to bid for Level 3 Charging Station, but you are giving a company a lease on a parking space. He thinks that should go to a lottery if we're going to lease out parking spaces to private corporations to make money. Maybe open it up to the public as other people may want to lease these parking spaces to put an EV Charging Station. You are not purchasing anything so it's not a bid process, but it is public property that you are providing to one vendor, so he can make money.

Valeria Steverlynk on behalf of Freeport Sustainability Board: She is here to support the Level 3 Chargers on the municipal lots especially given the fact we have an opportunity to get it for no cost to the taxpayer or the town. Tonight, you have a presentation from Revision about an opportunity to collaborate with a private entity to secure the funding for a Level 3 EV Charger which is worth upwards of \$800,000. If we were to go look for this money ourselves, even if we were to apply for a grant from Efficiency Maine, we would still need about \$200,000 out of the budget to be able to install. We want to encourage people to come to town and one of the baits that we can provide is fast charging, so people can come, charge their car, get a cup of coffee, do some shopping and aide in making the downtown more vibrant. She and the group strongly encourage the Council to support this great opportunity. She doesn't think they can do it without some public-private collaboration. It will take up 6 parking spots and they will be working with a private company and we will all benefit.

The Revision opportunity will use one site.

Level 2 Chargers will be municipal only, so the town is applying for Level 2 charging funding from Efficiency Maine This is a completely different project from the Revision one. You haven't seen it yet, but Adam has filled out the application to Efficiency Maine and sent out an RFP. She's sure that at some point he will update the Council. If we get the funding, he will bring it to us. The Manager cautioned that we're intertwining two different things right now. What we just heard about is the Level 3 with Revision. The separate grant that Adam is working on, she reported on at the last meeting. She gave an update that the Town Engineer is applying for it.

Has the Council said okay to that, if we get the grant, we're happy with it? As part of the grant application, the Town Engineer has to go out to RFP to get pricing from contractors. If he doesn't get pricing, he may not go forward with the grant. Getting that pricing from contractors will let us know what we are talking about for a dollar value. During the budget process, the Council can decide whether to go forward or not. The Manager will be bringing this back to the Council once they know the dollar amounts.

Ken Mann: He was hoping to ask the gentleman from Revision a couple questions. He couldn't because there is no public comment during information exchange which used to be between the councilors. You had someone come in as an expert, but we had no opportunity to ask questions. He agrees with Mr. Arsenault on parking spaces. If he's a business and he comes to town to lease a building that doesn't meet the required parking spaces, he'd lease them from the town. In this case, we are saying to Revision, you're going to make a lot of money here, but we're going to give you these spaces, but we're going to make everyone else lease the spaces. We do have a lease parking program for businesses that need to lease parking spaces and we have surplus. Would this upset Revision's applications for grant money which is his money being shared around. Would this upset his process if he had to pay a lease to the Town of Freeport for these spaces. He hopes the Council asks that question. This will return to the Council at a future meeting for action and there will be an opportunity to ask questions. We are giving up 6 spaces and this won't be for a year. If he puts this investment in place, it's got to be a long-term deal. He's not going to want to, even with grant money, he won't want to give up this revenue source in a year. We are only talking about a letter of interest at this point. The terms have not been negotiated. He believes the lease term would be 5-years. Is it a license or a lease? The functionality of the document that we're talking about is a ground lease so that their customer would have the right to use the parking space in front of the charger. The lease will be available for viewing before the next meeting.

Josh Olins: Member of the Freeport Sustainability Advisory Board. He supports the Level 3 Charger. It's the fast charger and it really ties us into an entire network of fast chargers throughout the State. In response to the belief that as a landowner and taxpayer, this is your money that's going towards it. Actually, the money going to this is the remains from the VWTDI lawsuit. It doesn't have anything to do with taxpayer money. This is from a previous lawsuit. That money given to the Federal Government is now being given out as charging infrastructure so it's supposed to be used for this. The question is, do we want to lead the way?

Andrew Arsenault-He's not against EV Charging Stations, he just thinks we've got to sort out how they're going to work in town. What the particulars are. He just wanted to follow the Plan and say maybe there are some businesses that want one in their parking lot so people will come next to their store. That's what the Visioning Plan called for. There ought to be a chance for other vendors to come forward.

We would entertain a similar offer from another vendor equally. We are being asked to participate. It's not exclusive. They would like a condition that we not do that right next to theirs. They are going to take the risk for the installation, they want to be able to not have a competitor immediately next to us. All this is to be worked out later.

Kristen Dorsey: member of Freeport Sustainability Committee and she went full EV last summer. It was stressful. They ended up in Lac-Megantic because they have several EV Chargers there. It would benefit Freeport to have multiple chargers around town on both public and private property. She would encourage the Council to look at all these different opportunities. She talked about the struggles with Apps and currency when using a charger in Canada. It sounds like the one being discussed here would be much more accessible to people from different places. It's important that they be accessible also.

Robert Stevens: FCAN supports this proposal. Revision is a great company that has led the way. This will help the move to our transition to electric vehicles. Please support it.

SEVENTH ORDER OF BUSINESS: To take action on the following items of business as read by the Council Chairperson:

ITEM # 84-23 To consider action relative to adopting the May 2, 2023 Consent Agenda.

The Chair reviewed the items on the Consent Agenda.

BE IT ORDERED: That the May 2, 2023 Consent Agenda be adopted. The Chair reviewed the items on the Consent Agenda. **MOVED AND SECONDED** (Pillsbury & Daniele) **VOTE:** (6-Ayes)(0-Nays)(1-Excused Lawrence)

(Council Chair Piltch) (5 minutes)

ITEM # 85-23 To consider action relative to setting a public hearing to discuss the FY24 Operating, Capital and TIF Budgets.

Finance Director, Jessica Maloy: This is setting the public hearing to discuss the Operating, Capital and TIF Budgets on June 6th. There's an opportunity for the Public to talk with Department Heads on May

COUNCIL MEETING #09-23
MAY 2, 2023

10th at 7:30 am in Council Chambers. Then there is a workshop tonight as well as May 16th. If Council wishes after the Public Hearing, there can be commentary during the public hearing or at a workshop after that. The tentative adoption date of June 20th. There is no vote on June 6th. The Finance Director would like to have awareness of any potential amendments by the 6th so she can have the adjustments on the fly for the 20th to make sure we have the right values we need.

BE IT ORDERED: That a public hearing be set for June 6, 2023 at the Town Council meeting that starts at 6:00 pm. to discuss the FY24 Operating, Capital and TIF Budgets. **MOVED AND SECONDED** (Fournier & Daniele) **VOTE:** (6-Ayes)(0-Nays)(1-Excused Lawrence)

(Finance Director, Jessica Maloy) (5 minutes)

ITEM # 86-23 To consider action relative to the transfer of ownership of the water storage standpipe tank on Bow Street/Torrey Hill (Tax Assessor Map 820 Lot 74/A/0) from the Town of Freeport to Maine Water Company.

We have the Town Attorney here tonight along with representatives from Maine Water and their attorney. We last talked about this in January 2022. We had conversation and learned about the history. There are two water tanks we are talking about tonight. One is in the downtown area on Bow Street/Torrey Hill that is owned by the Town of Freeport. The land underneath is owned by Maine Water Company. We currently have leases on that tank to different telecommunications carriers for antennas. The second tank is in the area of Winston Hill/Stagecoach Rd. The Town of Freeport currently owns that tank and we own the land under the tank. We also have existing leases for antenna that are up there. We are not talking about the land tonight. Everyone that owns the land is going to keep whatever land they own. We are talking about the tanks and the leases. There are draft deeds we've had a chance to review transferring the tank on Bow Street/Torrey Hill to Maine Water and the same thing for the tank on Winston Hill. Any time you do a transfer there has to be transfer tax forms that go along. In this case we needed a couple of exhibits attached to reflect what carriers are up there and usually meets and bounds. There might be a couple attachments added to it, but nothing substantive, just reflecting current conditions. The other two documents in the packet would be a right for the Town of Freeport to retain the ability to keep leasing space on the tank to carriers for antennas and to keep collecting the revenue we've been over the years.

On the existing tanks we currently have several providers that do cellular towers. Is there an opportunity to add additional leases? There is and we have one lease from Verizon Wireless which is waiting for this to happen so we can start that lease and we have Dish Wireless waiting on the sidelines who is interested in going up on the towers.

Mark Vinoy, President of Maine Water Company: The tanks would be transferred as is. Councilor Bradley understands that if during the period of use the company makes a determination that they are not serviceable anymore, Maine Water can discontinue at any time they want. Yes, they can discontinue, but they would have to build new ones. There is an obligation to serve the customers and maintain the water pressure which is maintained by the water levels in those tanks.

Councilor Fournier: We have two tanks now. What are our capabilities now for growth within the community? Are our supplies on Webster Road where we have our wells that replenish the water. He wants to make sure these tanks will service us in future growth, and if not, is there a plan down the road that another tank could be added or would we have to expand the tank on the southern end of town.

MAY 2, 2023

Every ten years Maine Water does a Master Plan of the system looking at projections on growth; looking when new water supplies will be needed and when new tank capacity will be needed. At this point they are in a good place. The next thing they would need is water supply, so they continue to evaluate options on that. There may be interconnection options. There may be new water supply options. The minutes are attached to the memo and the website. The town paid \$225,000 for one of the tanks back in the 1970s. We generated close to four million dollars in revenue from leasing the tanks. We are transferring the tanks at no cost, but we've gotten our monies worth over the years.

Is that money generated by the telecommunications lease or was it from money paid by the Water Company? Consumers Maine Water was the predecessor of Maine Water Co. There was a 1972 lease that covered the bond payments for the tank itself on Bow Street. There were payments from the Company through the period of that lease and as the Chair pointed out there is significant cell phone revenue on top of that.

Councilor Fournier: Wants to make this important point, any further maintenance costs will be borne by you (Maine Water Co.), because you are owner of both tanks down there.

Pet Van Hemel from Bernstein Shur: We've reviewed this. It has been a very thorough, very collaborative process with the district taking into account the relationship between those parties, the relationship of the town to the history and the construction costs, the liabilities. He's confident in the content of the contract to protect the town's interest. The documents include a number of standard commercial settings that are tuned quite well for this deal. We've made adjustments to some of those settings to reflect, for example, cooperation obligations that you sometimes see, where the town doesn't want to contractually agree to issue a permit, we've made all the adjustments necessary to the standard commercial inventory of those provisions that are in these documents, but they are present. They're comprehensive and he's confident in their structure.

If the tank gets replaced, we retain the ability to lease cell phone antennas on the new tank. It is up to Maine Water Company to determine when the tank which they own reaches the end of its useful life, they may take it down. If they replace it, your rights migrate to the new tank. If they decide not to replace it, on the town owned parcel, you can do whatever you want, it's town owned property. On the Water Company owned parcel, if they choose not to replace, the town has the right to put up a tower or let someone else put up a tower to replace the franchise, sort of the air space if you will, for the cell communications. In the interim, the cell tower guys can put up temporary structures on those sites.

Access for our Public Safety Communications equipment will still be allowed on either tank. It is specifically reserved at no cost. The town has the ability to do that provided. The Main Water Company always has the final say on whether it can be located safely so there is no damage to the infrastructure of the tank or the primary purposes of the tank which is to furnish the public water supply. That right is expressly preserved at no cost to the town.

There are no changes to the easements (access ways to the tanks). Rights of Access 24/7 are provided and that has been done for the Water Company on the town owned parcel, so they have the right to get to the tank as do we.

BE IT ORDERED: That the Municipal Release Deed from the Town of Freeport to The Maine Water Company transferring the standpipe on the Bow Street/Torrey Hill and the Telecommunications Easement Agreement between the Town of Freeport and Maine Water Company be approved.

BE IT FURTHER ORDERED: That the Town Manager be authorized to execute any documents required to effectuate said transfer, including any non-substantive alterations and/or amendments to the proposed documents recommended by the Town Manager or Town Attorney. **MOVED AND SECONDED** (Daniele & Fournier) **VOTE:** (6-Ayes)(0-Nays)(1-Excused Lawrence)

Note: The subject parcel on which the standpipe is located is currently owned by Maine Water Company.

(Town Manager, Caroline Pelletier)(10 minutes)

ITEM # 87-23

To consider action relative to the transfer of ownership of the water storage standpipe tank on Winston Hill/Stagecoach Road (Tax Assessor Map 23 and Lot 42/0/0) from the Town of Freeport to Maine Water Company.

BE IT ORDERED: That the Municipal Release Deed from the Town of Freeport to The Maine Water Company transferring the standpipe on the Winston Hill/Stagecoach Road and the Telecommunications Easement Agreement between the Town of Freeport and Maine Water Company be approved.

BE IT FURTHER ORDERED: That the Town Manager be authorized to execute any documents required to effectuate said transfer, including any non-substantive alterations and/or amendments to the proposed documents recommended by the Town Manager or Town Attorney. **MOVED AND SECONDED** (Bradley & Daniele) **VOTE:** (6-Ayes)(0-Nays)(1-Excused Lawrence)

Councilor Bradley asked if there was any difference in this deal from the one just approved. The structures end up being the same. They're different only to reflect the different ownerships. Fundamentally, the transaction structure, the terms of use of the tanks and the relationships between the parties are functionally identical.

Rick Shinay from Drummond Woodsum, Attorney for Maine Water Company: Explained that Drummond Woodsum is usually counsel to the town. The town consented to allow Drummond Woodsum to continue to represent the Water Company in these negotiations. If other telecommunications companies come forward who want to locate on the tanks, Bernstein Shur should continue to negotiate those leases.

Note: The subject parcel on which the standpipe is located is currently owned by the Town of Freeport.

(Town Manager, Caroline Pelletier)(10 minutes)

ITEM # 88-23

To consider action relative to the appointment of a Health Officer.

We knew upon the Manager's departure that we would need a new Health Officer. The Fire/Rescue Chief had an internal candidate that had interest and seemed an appropriate fit. This is something we are required to do by the State of Maine. This is a 3-year appointment. Deputy Chief Scott Smith is a

COUNCIL MEETING #09-23
MAY 2, 2023

relatively new hire to the Department. He is an acute care nurse practitioner and a paramedic. He's willing to do the State's required training. There is a \$2,500 yearly stipend for the position.

Councilor Fournier: Will he be authorized to take action if a situation is found where there is a health risk? He will be authorized to do any duties allowed to him under law. In reality, a lot of the complaints come into Town Hall. The Health Officer in the past has worked closely with either GA or Code Enforcement, depending who has the right enforcement arm there.

BE IT ORDERED: That Scott Smith be appointed as Freeport's Health Officer for a term expiring May 2, 2026. **MOVED AND SECONDED** (Egan & Daniele) **VOTE:** (6-Ayes)(0-Nays)(1-Excused Lawrence)

(Town Manager, Caroline Pelletier)(10 minutes)

ITEM # 89-23 To consider action relative to the appointment of a certified public accountant for a post audit for Fiscal Year 2023.

Every year we bring on a certified public accounting firm to do our annual audit. We normally get our report from them in September or October.

Councilor Bradley asked about how we procure the firm. Does this go to bid? There is a point in time where these services go out to bid. This firm was hired a year or two before the Finance Director was hired. They've been our auditor for nine to ten cycles. It's not uncommon to remain with an auditor because you rely on the knowledge and history and the ability to change staff internally without losing the history of the client relationship. There is nothing to say we can't go out to bid again. Ten years is a long time, but there are a lot of communities that stay with the same auditor. With staffing shortages, it may be difficult to change and find a new auditor. It's not uncommon for it to be a minimum of 6-8 years.

Auditing Budget: In the budget there is a slight increase included, but she has not received their final quote of what the services would be. Like anything, she may see a 3% increase. The price we pay is very fair for the amount of work we do to prepare. Ms. Maloy creates the financial document that the auditors finalize.

BE IT ORDERED: That Runyon Kersteen Ouellette be appointed to conduct a post audit for Fiscal Year 2023. **MOVED AND SECONDED** (Pillsbury & Daniele) **VOTE:** (6-Ayes)(0-Nays)(1-Excused Lawrence)

(Finance Director, Jessica Maloy)(10 minutes)

OTHER BUSINESS:

1. Budget Presentation (Town Manager & Finance Director)(30 minutes)

They discussed how to procedurally best review the Budget.

Councilor Fournier: Has an idea he discussed with Ms. Maloy and the Chief on a staffing model that will be further looked into outside this meeting. Secondly, Ms. Maloy produced a report on what we paid out

for mileage. His specific goal is in looking at the Code Enforcement position. He puts a lot of miles on his personal vehicle. He would like to have it researched again to see the possibility of providing an old cruiser from the Police Department at no cost to the town because they don't have a lot of value. We would have a minute savings on mileage, but it doesn't expose his personal vehicle to where he's going, and we should be providing that vehicle for his position. There would be nothing that prohibits the town from doing this. From a budget standpoint, she doesn't think she would change anything in FY24 because of the transition time of getting these vehicles in. There would be future changes that would occur. We would see an increase in vehicle maintenance and fuel which are at a higher cost than what we currently pay for mileage. It all depends on what you want to address. The report that Ms. Maloy already created showed the savings to not be significant, but he thinks down the road it could be. We haven't asked the Code Officer if he wants to use his personal vehicle. Some of the locations he may need to go to will be better suited for a truck rather than an old cruiser. We do now have SUVs but there is comfort in driving your own vehicle with the necessary equipment/tools. We are not saying we would force this but would make the offer if they choose to accept. There are other advantages to having a town car available to other departments for other needs (i.e. going to conferences).

Councilor Bradley: This budget has significant increases. What makes it significant is employee payments, different kinds for different reasons. Jessica will give an overview of the increases.

As it stands right now there are no changes in the staffing at Fire Rescue. What is in the budget is for what has already been appropriated for in the past. The increase is going to come from the pay scale. The Marine Resource Officer (i.e. the Police Budget) includes one additional shared patrol Marine Officer position. That was previously discussed and determined and has already been publicized to fill because there is a need for that. The Finance Director, Town Manager and the Police Chief approved that decision. Councilor Bradley: So, the staff decided we needed this and we have to budget for it? Yes, unless the Council says no. He's not opposed to the position. The point is the million dollars in new money for these expenses. This Marine position is necessary to have someone to replace our current Marine Officer when there's downtime, sick time, vacation, etc. We had someone in that position but they will be no longer available so there was a need to get someone in to fill that spot. It's being requested as full-time status rather than fill in because we also need the patrol side as well.

Were there three new positions? Not when it comes to the Police and Fire Chiefs. There's only one full time position being added for this fiscal year. Is anyone else asking for another position in their department? There were requests, but they are not currently in the budget. The Library has one part-time position at a cost of \$16,000. There's also the ask for a Communications position that falls under General Administration.

The pay scale as a whole: We have a multi-step program that goes over the course of 25 years. You come in at a grade and you progress across the steps depending on your tenure here and where you come in based on your qualifications of hire. The first chunk of those steps are annual increases, then when 5 years' service is reached, they become 5-year steps. After the first five years of annual increases, the increase is then every 5 years for 25 years. Due to staff turnover, we have a lot of employees in that first five-year chunk which is why you see step increases in the budget. Ms. Maloy also did an adjustment to the pay scale because the wages that are being paid on the existing pay scale are falling below market. We are losing people so there's an adjustment in the pay scale to bring wages up to retain existing staff. The third component is COLA. We do an analysis based on CPI, we look at area communities and there is an adjustment to COLA on the pay scale. So, you are seeing three adjustments instead of the normal two. As far as the adjustment to bring the base of the scale up, we do that on a regular basis, but usually on an individual basis. One year it might only be one step of that scale and it's because we found that the one step is falling below market. This is a situation where the economy and inflation have thrown

COUNCIL MEETING #09-23
MAY 2, 2023

everything out of whack. Our scale is low compared to our peers. This is about bringing it up and retaining employees.

The cumulative impact of these changes is roughly a million-dollar addition to the Operating Budget, in addition to the benefit costs. This is the majority of the budget. When we get into the individual budgets, if you so choose, there's very little change being asked and what is being asked is just market changes. The biggest chunk of this is your employees and benefits. The benefit side of it doesn't see major changes other than the additional staff. Not just the additional staff that's in the FY24 budget, it's the additional staff that was also put in when we did the FY23 budget. We increased staff in FY23 and there's the ask for three more positions in FY24. There are additional benefits to account for with these hires. We had a decrease in retirement rates for MePers, but other factors increase the value of what we need to pay. She was asked to allocate or attribute to each of those categories a number, out of the million. How much is first year steps and how much is increases and how much is COLA. She does have that information, but not at her fingertips.

What is the rough percentage of what's attributable to just contractual increases because it is the vast majority of the overall increase of the operating budget? She will provide that. Councilor Pillsbury pointed out that there is a difference between adding costs because we are making the decision to do so and having to keep up with the cost of rising health benefits and such as that's a commitment we've already made to our staff. It helps frame the discussion when people know that it's not just that we decided to add an extra 1.2 million to the Operating Budget because we wanted to. These are things we have to do to maintain the level of service that we have as a town.

Councilor Fournier: He focused in on the overtime pay for Public Works, Police and Fire Rescue. At some point when overtime increases, you are better off to bring on a new employee. He wants to throw it out there. Are there better ways to look at staffing models to help address those costs in all those departments? In the past we had a Marine Officer that also did patrol because you got more bang for your buck. Can we not get the staffing now to use that model? That actually is the position that's added into the budget already, a shared Marine Resource Patrol position.

Chief Goodman: What's been brought up is a circular talk where everything feeds into the next category. Historically, we had two positions on the water, a Harbor Master and a Marine Resource Officer that did primary enforcement, conservation, boat licensing, moorings, split between these two positions. Five years ago, we allowed the Harbor Master position to go by the wayside and we heaped all the responsibility onto one staff position. We've realized that we're continually heaping more work on one individual and we were reaching a point where it was a struggle for that individual to do all the tasks that had been historically assigned to two people. The position we are trying to fill, would be full time Marine Officer in the summer and when things got a little quieter in the winter, we'll use that position to augment Patrol. Is there existing staff that could pick up or are you stretched to thin? The Police Department has been one to two positions short of full staff for the last five years. Every time they hire someone, they have attrition. They have had six people retire and every time they have to start that process all over again, so they are perpetually down. As of today, they are 2 positions short.

Did we used to have an assistant Harbor Master position? Does that go away if we hire this person. That position filled by Frank Orr, who was our fill in, but took a position with Kennebunk full-time as their Harbor Master. He did a lot of work for us, so we lost that position 8-9 months ago. Instead of hiring for this part time role, we'll put those funds towards this new permanent position. That was the thought process. It's such a busy waterfront. This position will give us overlapping coverage on the days that are busy and closer to 7 days a week coverage which we don't have now.

MAY 2, 2023

Supplementing Patrol: It seems that there would be a bigger demand for services in the summer when we have the big tourist influx, so supplementing patrol in the winter is nice to have, but not as critical as it is during peak season. It doesn't obviate the need to get more Patrol Officers in the summertime. That would be accurate if we were not post COVID. Traditionally, we had a dip in winter time for calls for service and they use that time to train, reequip, make sure things were ready for the next season and they were encouraged to take their vacations. The last 3 years we have not seen a dip in calls for service. Actually, they've seen a marked increase. It's a new normal for the Police. They haven't seen it wane yet. Extra hands in the winter would still be useful.

Parking tickets: We used to have part-time people issue tickets. That went away during Covid because a lot of people weren't coming here. Is that something that will be reinstated? It may bring in a little revenue although we don't know what that would be. That's something the Chief and Manager have had conversations regarding. We advertised last year and there was no interest. Usually, we get interest from high school seniors or young people in the community. It's fairly menial work, they get yelled at and they are paid \$11/hour when they can make \$20 at Wendy's. We are doing salary adjustments now. It's important to have a comparable salary across all our departments but he argues that maybe we should look at that position and pay a comparable rate. It could offset costs and bring in revenue. It might be wise to look at.

Finance Director: The base adjustment she did to get all the scales up, both union scale as well as non-union scale, is approximately \$188,000. The step increases equate to \$84,000. The COLA increase for everyone equates to \$279,000. The benefits make up the remaining \$270,000. The COLA adjustment is based on CPI, which is currently in the union contract and felt to be equitable for non-union staff as well. Over 80% of the budget is salary and benefits and it comes down to what we want to offer for a level of service. If we don't keep up annually, we paint ourselves into a corner. This needs to be addressed in the budget process so we are not having to make staffing changes mid-year that are not budgeted for.

Rescue Org.-Professional Salary: It looks odd. What's the story behind it. The FY22 actual was \$106,000. The 2023 budget was 237,000. And we are sitting with a FY23 ask of \$96,000 and then we're bumping the FY24 ask up to \$276,000. You have to look at Fire Rescue as a whole. There's the Fire Org and the Rescue Org and the Net Enterprise Fund. What's before you in 2024 is the transition of that Net Fund into the Fire Rescue component. Ideally, she'd like to have a combined Fire Rescue Org. versus individual ones. When you make changes like that it's hard to compare apples to apples. She tries to do it over time instead of all at once, so you can see the numbers in comparison. The reason there are fluctuations between 2022 actual, the budget and then the projection is that the 2023 projection is systematically created depending on where we are year to date and what happened in the remaining months of this fiscal year last year. What hasn't happened yet is the moving of those funds from Net and/or moving them between Fire and Rescue. It's hard to budget between Fire and Rescue because they do so much intermingling of that work. Sometimes she moves money between Fire Rescue to fall within the budgetary guidelines of those two departments. When she pulls wages together, she's looking at Fire Rescue net all together to know that we have enough in totality. It may get split differently between Fire Rescue and Net when you look at them on an individual basis. Some of those entries have not been done yet. The biggest change you see here is the numbers here reflect the transition of Net, being it's own fund, into it being a General Fund covered operation. Is the gap between budget and actual a product of just vacancies? To some extent yes, but they're covered by called personnel. Are we covered where we need to be covered? Do we have to be more aggressive with our hiring? He wants to make sure services are being provided. The difference between the 2022 actual, where we were in the 2023 budget, is that in 2023, we budgeted for the hiring of Captain and/or Lieutenant positions to be able to fill some of those gaps in structure of coverage that the Fire Rescue Dept. needs. 2023 includes the costs of what are now full-time staff to create those shifts that need coverage. That's the biggest reason for the difference in the

COUNCIL MEETING #09-23
MAY 2, 2023

2022 actuals and the 2023 budget. The second reason why the projection is low is we had four positions over 2022-23 year that we were filling. We most recently filled the third one and we still have one left to fill which is why she did not put forth the new request in 2024.

Councilor Pillsbury: The 2023 projections are based on timing of expenses hitting last year. Do you think that's where we are going to land or are the projections high for right now? Ms. Maloy thinks the projections are low for this fiscal year. All together we are fine with where we need to be.

Councilor Fournier: How are we doing on revenues? We always got creative going out and doing different programs? He doesn't need an answer tonight. The budget before you is based off of where we are at currently because that's what she felt we had appropriate staffing for to pursue. There are a few increases, but for the most part she's not budgeting for a lot of creativity. She got burned in FY23 when she budgeted \$40,000 in revenue from parking fees that didn't materialize. She doesn't normally budget year one of creative revenues until she knows its going to be a sustainable source. Finance has been conservative which the town always has been. Sometimes we get too conservative and there's a good example of that. If we're not allowing to increase the wages for parking to get someone in there, we lose a whole revenue stream.

On the last page there is a list of all the things that didn't make it into the budget. There are four positions that were asked for and not recommended in the budget. What the Chair is looking for is, what are we missing out on if we don't hire these positions (part-time staff for Library, Downtown Visioning Engineer, Library cleaning service and another medic position). Do the department heads want to speak to the impact?

Town Engineer, Adam Bliss: Per the Chairs recommendation, he sat down with the former Manager and they discussed. His recommendation was to give Council some options showing what we would pay if we contracted out versus what we would pay for salary and benefits to hire an assistant to him. At the time it didn't seem right to hire due to the Manager's departure, Council's goals to keep things steady while we do the manager's search and frankly, this budget. A simple example of what we are missing is that the town has a new environmental permit that is required to address. Things like monitoring, sampling, street sweeping and annual reporting, it's a new permit with a lot more conditions attached to it. The cost of not complying is significant to the tune of tens of thousands of dollars per day per violation. He's not going to let that happen but that's a simple example. Another way to answer that question is to give you a graphical printout of all the projects that he manages on his own. It's a huge number of projects he keeps his finger on the pulse of. He was trying to be pragmatic and upfront in a communicative way of the volume of work that he is responsible for. In the end, a conservative request to hire a contracted person for FY24 is where things landed. And specifically, to help with the Downtown Vision process.

Chair Piltch: Could we leave things open so that if there's a project that comes up that requires a lot of additional engineering, we can go back and say this requires an extra 5-10 thousand dollars that might make more sense to contract out because Mr. Bliss's plate is real full?

We talked about the ability to hire specialized help, whether it's in zoning, an environmental issue or grant writing, to do that rather than adding full time positions. If we want to bring in additional resources to help offset the budget, we probably ought to have a mechanism to do exactly that. He doesn't know what the magic number is. He thinks the department heads are pretty strapped and we are probably going to be asking more of them down the road. He thinks it's only fair that they try to come up with a mechanism to help them out with that. So, we can take a specific project, like the one explained to us for permitting, and farm that out to someone.

COUNCIL MEETING #09-23

MAY 2, 2023

The Chair is sensitive as it stands now we are going to ask residents for a 17% tax increase (**this amount is corrected later in the minutes**), so he doesn't want to increase the budget to collect more money just in case we need it. Maybe, if a project comes up, we add in the cost of additional engineering to that project if we decide we want to build another bike path or like that. We say, in addition to the X cost of the bike path, it's going to another \$10,000 worth of engineering that we need to add to the grant or price of the project.

Councilor Pillsbury: What is your approach to salary savings and can you give an estimate as to collectively as a town what we might see on a normal year at the end of it in terms of unspent salary dollars based on vacancies. She has not done that particular analysis. He's guessing it just rolls into what the surplus is that we move over to the General Fund. Is there a mechanism to capture a piece of that to contract work that we may not otherwise be able to do. That way we don't have to appropriate any additional money to add to the budget. We pay for it one way or the other, but it doesn't go to the General Fund but it's an option. Maybe we could set a threshold or cap to do that.

What is saved in wages does default to the fund balance at the end of the year. During the course of the year, we have savings that we are recognizing in the individual departments due to wages. Those wage dollars cannot be used to buy supplies. She can't take savings from wages and buy material things. There are specific auditing requirements to not do that. She doesn't know that there is any restriction on when that surplus hits fund balance. You do some of this when we do have excess fund balance and it is used to offset the next tax year. Currently, we're at \$675,000 that we budget to offset taxes each year. You could easily use some of that to assist with some of these projects. Unspent salary dollars mean something is not getting done. Can we make adjustments midyear when we normally have a fulltime employee that would do this, can we move it from one to another? Yes, if it's to supplement wages or bring someone in to do the work that a salary would have been provided.

How much do we have in ARPA dollars and could we use ARPA dollars for a contract employee? We can use the money for that purpose. Her hesitation is you are using temporary funds for a permanent use. If that is just a contracted service of one-time visioning project work, she would be 100% for that purpose. There is approximately \$400,000 in ARPA funds left.

Courtney Sparks, Library: In her budget request, there are two part-time positions. There are three driving factors for that. These positions would allow my full-time staff of eight to do a targeted expansion of Library services that they are currently unable to fill. These positions would also assist with the coverage and give flexibility for planned and unplanned time off. We don't have any per diem workers. Between March of 2020 and now, the Library has a 38% increase in visitors. She now needs four workers at each service desk instead of one as in the past and they are a staff of ten that all are doing their own tasks.

What services are you not able to provide? Primarily in Outreach. She has come to the Council before with her thoughts on this. She is working with Freeport Community Services but at this point that is on hold. We could do something in-house starting small. They want to get out into the community, starting with seniors where the highest need is, to get them books. They also want to get a staff person there to do some tech support. She is having to cancel programs due to staff shortage. Customer service and that experience in the building are there bread and butter so that needs to be the focus.

Councilor Fournier: \$60,000 for cleaning the Library-that's a significant increase. He's wondering why that's there. Currently, the Town Hall uses a cleaning service. A lot of this was previously handled by Buildings & Grounds, but then we had staffing issues and shortages within Buildings & Grounds. From a price point perspective, we were able to cover the Town Hall facility, but the Library Facility was at a

COUNCIL MEETING #09-23
MAY 2, 2023

much greater cost. Buildings & Grounds put their focus on the Library and we covered Town Hall with the cleaning service. Now with the changes at Buildings & Grounds, it would be better to bring in the cleaning service. With the price point, it's before you for consideration but it's currently in the budget expected for Buildings & Grounds to try to fit that work in. We have a retirement coming in Building & Grounds Department. Staff levels for that Department is technically three, and we've been short one. They were able to do some shifting so there is currently three people in that department, but there is that retirement.

*Councilor Egan pointed out that we are not asking residents for 17 % tax increase, the amount is 6.7%. The Town portion is up 17%-that's the part we have control over. The budget increase to the tax is up 17%. It's because the school did such a good job this year of keeping their tax increase lower. They're only asking for 3.5% increase which counteracts our 17%. There is a total of 6.7% tax increase is the current proposal. That tax number could go down based on a lot of things including valuations, grants, TIF, all the ways we fund it.

Expenditure of \$26,000 for Tri-Town Little League: Was it moved to Capital?
Hunter Road Fields is a town facility and there's an operating budget for it. We currently pay for the maintenance of HRF and we have some contingency money and funds for water there so those are in the HRF Operating Budget. The requests timing was a factor in having it in the Operating Budget. She wouldn't have initially put it under a Capital consideration to start with. This request is not coming from the HRF committee. It's coming from a non-profit Tri-Town Little League for dugouts. She's not saying it can't go into the Capital, but she would place it in the Operating Budget for consideration as an outside service because we have an operating budget for HRF. She would have expected this to come from the Committee asking for their budget much like your Sustainability Committee is asking for \$40,000 to remain in the budget to be used for services. It was initially for the position that has now been filled by Maddie Smith and covered by the grant for the year therefore, she pulled it out of the budget. She was nervous enough coming to the Council with a 17% increase, she didn't want it to be 19%. These committees have an operating budget to ask for this stuff to be funded from. She would have put it initially under that anyway. This is much like the Conservation Commission is asking for the Marine Conservation Corp labor that's coming out of this operating budget as well.

Councilor Egan is on the HRF Committee as the Council liaison and they had conversations about the dugouts at least two months ago. It's probably oversight on his part that they didn't track that conversation at the committee to how it showed up for Jessica so that she could see that it was something the committee talked about and endorsed and moved to have move forward. It was not Tri-Town Little League on their own channel coming into the town to ask for this. It was brought up at the committee and the committee talked about it. He thought it was moving forward and he didn't realize it would be perceived as coming from an outside organization. Why is a capital improvement to a town owned facility considered an operating expense? It can be moved to the Capital budget, especially with this value. She is not sure that initially, with it being something that the town would have instituted, that it would have immediately jumped to that level or that number. She recalls that this is for six dugouts. This is for dugouts at the baseball fields. The arrangement coming forward was that this budget amount was to cover the cost of materials and the user groups were going to arrange for labor and installation so that we don't have to burden Public Works.

Chief Conley: Currently, we operate on a four-shift schedule. Each shift has a dedicated paramedic fire fighter on it. They're full-time town employees. We are looking to get the fourth shift filled with paramedic fire fighter, so that would accomplish that. We've been working to get the Captains in place. This past year, we got money in the budget to fill that fourth position. That basically gives the Chief two full-time people 24/7. The other two shifts they rely on per diem people which is great but, they are

COUNCIL MEETING #09-23
MAY 2, 2023

subject to not showing up because they've been forced in by their full time departments. Then they have to try to find someone last minute. Not having that position leaves it open to a lot of overtime to fill that. They try to have four people on shift 24/7 to answer medical and/or fire calls. The impact to put that full-time position on is \$95,700 with benefits. One of the challenges he has continually is whether the pay scale is appropriate for the position. When he tries to recruit we are on the low side of the pay scale which makes it difficult to fill the positions. Not getting the position filled leaves them to backfill with overtime. Per diem workforce has worked great for them but with the amount of call volume, what we have in place and delivering the services, it's making that shift so that their priority is here and not their full-time department somewhere else. There would be a slight decrease in overtime pay if we hire a full-time employee. The per diem costs wouldn't go down much other than he'd have a core that was filling in those other shifts. Right now, he has a roster of 45. He has 10 active call members and the majority of them are dealing with fire and are not active with EMS, yet 80% of the call volume is related to EMS.

Councilor Fournier: we used to have administrative assistants in the Fire Department that were cut for whatever reason a couple years ago. He sees the Chief in the station on Sundays doing payroll which troubles him that a Dept. Head has to go in on Sunday because we are not adequately staffed with office assistance. Maybe by reorganizing some of the existing people you have maybe there would be a way to eliminate the Chief doing it on Sundays. It's hasn't been put in the budget and he thinks it's a critical need. The Chief has 45 different people he's managing and it would be nice to get back to having an assistant. When you look at the priorities, the response side of it and being solid is more of a higher priority right now. Payroll does take a lot of time.

Things on the Chief's radar: We hear a lot about sustainability and he's venturing into that arena more and more because we have a Hazard Mitigation Plan we have to be part of in Cumberland County. Last year, the Council endorsed that. There's components of hazard mitigation and sustainability that's coming forth so there is more demand on the Chief to attend those meetings and gather information to put into the Plan and submit to the County. That's part of the challenges he'll be facing. Having an administrative assistant would be a nice benefit to do some of the documentation.

These were recommended not to be funded so, if we don't take action on them, they won't be funded unless we ask for an amendment.

An email was read from a resident asking for the possibility of bathrooms or porta potties at town locations such as the South Freeport wharf, Town landing or Memorial Park. This is not budgeted. The only restroom at the South Freeport Wharf is at the Harraseeket Lunch and Lobster and he is overwhelmed. We made an agreement when Peter was here that we would get one at least at the Town Dock. We should not be leaving that to a private business. There was supposed to be one there around the first of May.

Councilor Pillsbury: Revenue expectation on property taxes: With the Property Tax Stabilization Program, is there a risk if the State can't fund this. We are budgeted for \$8.187 million. What's the impact to us on this. There's definitely a risk if the State doesn't fund this. Ms. Maloy believes the stabilized amount is currently over \$450,000. If it's not fully funded, a portion of that we would be covering.

Councilor Daniele: Under Cemetery, it shows the original budget of last year as \$30,000 and \$30,000 for 2022, but we used \$18,600 and \$5,001. Some residents have talked about cemetery funds. He is curious to what these funds go to.

Ms Maloy: \$20,000 of that is for the Veteran Care allocation which is currently at \$25 per grave and we have approximately 800 graves. \$10,000 is needed for any maintenance on the Town owned facilities.

COUNCIL MEETING #09-23
MAY 2, 2023

The question has been asked why they are not receiving investment income and that comes out of the individual cemetery trust. That does not come out of the General Operating funds. Is there a reason that we budget for \$30,000 but we only spent \$5,000 last year and why does it fluctuate from \$19,000 to \$5,000? The 2023 actual is to date, so the projection is where we're going to end the year. Essentially, we spent \$5,000 this year on cemetery maintenance. On the next agenda we will disbursements which will come out of that and cover that \$20,000 which brings us closer to the \$30,000 projected. \$20,000 of the Veteran care goes to the individual cemetery associations for the personal work they do to care for the veteran's graves.

Councilor Pillsbury complimented the Finance Director and Departments for their hard work on the budget.

EXECUTIVE SESSION

ITEM # 90-23

To consider action relative to an Executive Session pursuant to 1 M.R.S.A. § 405(6)(C) pertaining to a Real Estate matter

MOTION: That the Town Council enter Executive Session. **VOTE:** (Piltch & Egan)(6-Ayes)(0-Nays)(1-Excused)

MOTION: That the Town Council exit Executive Session. (15 minutes) **VOTE:** (Piltch & Egan)(6-Ayes)(0-Nays)(1-Excused)

END OF AGENDA (Estimated time of adjournment 8:45 PM)

Motion to adjourn at 9:15 pm.

	OUTSTANDING OR UPCOMING ACTION ITEMS	INITIATED ON	PROPOSED BY	ADDITIONAL INFORMATION
#1	Review of Town fee schedule this year	1/4/2022	Councilor Pillsbury	Tasked for April 2023
#2	Explore new fire rescue substation in District 2		Councilors Fournier & Bradley	