

**TOWN OF BROWNVILLE**  
BOARD OF SELECTPERSONS & BUDGET COMMITTEE MEETING MINUTES  
**Wednesday, January 23, 2025 ~ 6:00p.m.**  
*American Legion Post 92 - 67 Railroad Ave. Brownville*

1. **Meeting Call to Order** – Meeting was called to order by Board of Selectpersons Chairman Byron Weymouth at 6:01PM.
  - a. **Selectpersons Present:** Byron Weymouth, Shelly Ekholm & Gary Chapman. Absent: Kevin Emery & Jimmy Hartin
  - b. **Budget Committee Members Present:** Lance Farrar, Leesa Coates, Kelly Armstrong, Michael Washburn & Marie McSwine.
  - c. **Employees Present:** Felice Lyford, Shawn Mitchell, Jessica Wyman & Rick Gallagher.
  - d. **Residents/Others Present:** None
  
2. **Approval of prior meeting minutes** from January 15, 2025.

**Board of Selectpersons:** Motion to approve prior meeting minutes as written.  
Motion: Shelly Ekholm      Second: Gary Chapman      Vote: Unanimous

**Budget Committee:** Motion to approve prior meeting minutes as written.  
Motion: Leesa Coates      Second: Marie McSwine      Vote: Unanimous

3. **2025 Budget Workshop Q & A:**

Revisited the Special Projects line to pay for the extra electrical work at the Jct Fire station that was underestimated when the generator project occurred. Question why the estimate was so far off. Electrician found the wiring was not to code, it was unsafe and incorrect wires. He had to bring them to code when he changed the panel. The Board of Selectpersons plan to deal with the remainder of this invoice at their February Board Meeting and it does not need to be addressed in the 2025 budget. We can remove that line for \$7,000.

Also revisited the Ambulance Services expense line as the Board of Selectpersons had a lengthy discussion at their meeting the previous Tuesday related to a proposed mutual aid agreement with the Central Maine Highlands Fire & EMS District #1 out of Howland that could substantially impact this budget. An update was provided for the members of the Budget Committee and some clarifications were made after the Board had questions on Tuesday. There is no way to estimate how much the proposed agreement would cost the Town as it depends on multiple factors such as how often other area ambulances may not be available, how many calls there are to this area, the level of service required by the patient, the mileage from the patient's location to the hospital, whether or not the patient is insured or is underinsured and the uncertainty of ambulance services throughout the state. We currently have Three Rivers Ambulance (TRAS) as our primary and NL Mayo as the next call. If neither is available, dispatch reaches out to others such as Corinth, Dexter, or G&H; however, if there is still nothing available the mutual aid agreement would provide an option to have an ambulance come from Howland, with a potential cost to the Town for any uncovered expenses. There is no up-front fees, just when needed and for the portion of the bill that goes unpaid.

Several options were discussed on how much funding should be added to the already existing budget, which currently only covers the donation request to TRAS for \$7,600. The Town does not have a contract with any services currently. Brownville Fire/EMS have been doing their best to fill in gaps when ALS is not available on a transporting ambulance by sending our qualified staff (paid by Brownville at minimum wage) on the rig so the patient can receive critical care. Because there are so many variables and so many unknowns it was discussed at length how much could possibly be needed to fund this agreement. Ultimately, the Budget Committee and Board recommend adding \$25,000 to the ambulance service line. Brainstorming continued to concentrate on an area or multiple areas that could be cut to avoid further increased the overall

budget. Suggestions were to eliminate the special project to replace the doors on the connex box at the Jct Station, take from surplus rather than raise and appropriate funds, pull a little from each department to cover it, or take some that's being allocated to the reserves in the 2025 budget. The manager asked if the group wanted to decrease any of the reserves, that she be able to make some recommendations on which ones and how much. Ultimately, everyone agreed to reduce the reserves by: LRAP/Paving \$10k, Reevaluation \$5k and Sanitation \$10k to account for the \$25k. All members also agreed this should be designated as a carryover account, so anything left could be used to offset the following year.

## **PUBLIC WORKS**

Questions related to PT on-call labor and why it was over so much for 2024 but the request for 2025 is still less. There were new staff, retired staff, positions open and ultimately the part time employee worked additional hours in this particular department when they wouldn't have normally. The hope is to fill the vacancy. Equip Op 1 has two full time employees (1 is vacant) and Equip Op 2 is also the Sanitation truck driver so his wages are split to two departments. Rick hit some other highlights that he thought there may be questions on. Contracted Svcs typically covers when we get Gerrish's to help with heavier culvert work. We do some trading with area contractors that keeps our sand budget down. Road signs needs to go up as we are designating Lake Ave and Knights Landing Rd with "No Parking" on both sides of the road. Estimates are approximately \$2500 more than what we have. Rick will try to get that figure nailed down for the next meeting.

In sanitation, tipping fees are going up and the tonnage has increased causing an overage in 2024. Large item pickup cost us \$4k - \$5k in 2024 which was significantly higher than previous years. We anticipate that could be the normal going forward.

Parks and Facilities had some increases as that was our first year splitting out from Parks/Rec and includes upkeep of Tax Acquired properties that used to be sold quickly in the past. Rick offered to take over the mowing of the ballfields as they have a new mower and PW's mower needs to be replaced. The Board and Budget Committee recommend the departments share the new mower. From an operational standpoint, it has proven difficult in the past and the manager does not recommend. At this point, PW has not put a request in their budget for a new mower and doesn't need to be addressed at this level.

## **ASSESSMENTS**

County tax was set by the Commissioners back in December. The Education line is never known this time of year. The school's fiscal year runs July to June so we only have solid numbers for half the year. With their withdrawal from the AOS, the manager anticipates the cost will go up as we would no longer be splitting the cost of a Superintendent and 11 staff that are employed by the AOS. Overlay is where we would take any abatements from, if there were assessing errors, for example.

### **4. Next Budget Meetings:**

Members of both the Board of Selectpersons and the Budget Committee feel they will be ready to vote on the figures at the next meeting with the adjustment recommendations made. The manager believes she can get the draft warrant together in time and will update the necessary spreadsheets for final review next week.

- Thursday, January 30<sup>th</sup> 6pm
- Thursday, February 6<sup>th</sup> 6pm (Likely will not be needed)

### **5. Motion to adjourn meeting at 8:05pm by Board of Selectpersons**

Motion: Shelly Ekholm      Second: Gary Chapman      Vote: Unanimous

Motion to adjourn meeting at 8:05pm by **Budget Committee**

Motion: Leesa Coates      Second: Kelly Armstrong      Vote: Unanimous

Respectfully submitted,

Jessica Wyman  
Board Secretary

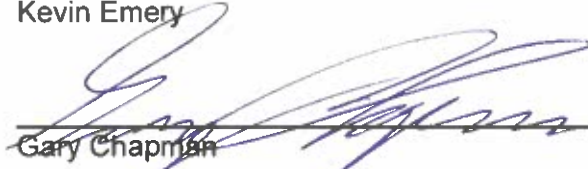
**Selectboard:**

  
Byron Weymouth, Selectboard Chair


  
Shelly Ekholm

Kevin Emery

James Hartin

  
Gary Chapman


**Budget Committee:**

  
Lance Farrar, Budget Committee Chair

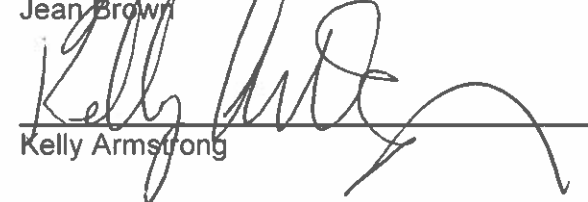
  
Marie McSwine

Michael Washburn

  
Leesa Coates

  
Jean Brown

  
Robert Brown

  
Kelly Armstrong