

TOWN OF GRAY
GRAY TOWN COUNCIL
AGENDA • SEPTEMBER 5, 2023

**Gray Town
Council Workshop**

Town Council Chambers
24 Main Street, Gray, ME 04039
<https://us06web.zoom.us/j/85457124486>
Phone 646-558-8656 / Meeting ID: 854 5712 4486

6:00 PM

CALL to ORDER

Roll Call

WORKSHOP 6:00 - 6:55 PM

Preparation for the Town Meeting on September 9, 2023

** The Town of Gray is an equal opportunity employer and complies with all applicable equal access to public accommodations law. If you are planning to attend a Town Council or Town committee or board meeting and need assistance with a physical disability, please contact the Town Manager's office at least 48 hours in advance of the meeting to have the Town assist you. 657-3339. TTY 657-3931.*

NATE RUDY,
TOWN
MANAGER

AUGUST 28,
2023

NRUDY@GRAYMAINE.ORG

(207) 657 – 3339 X.
101

Revised FY24 Municipal Budget Presentation

Town of Gray, Maine

Questions and comments Will Be Addressed during the
Public Hearing Section of the Meeting

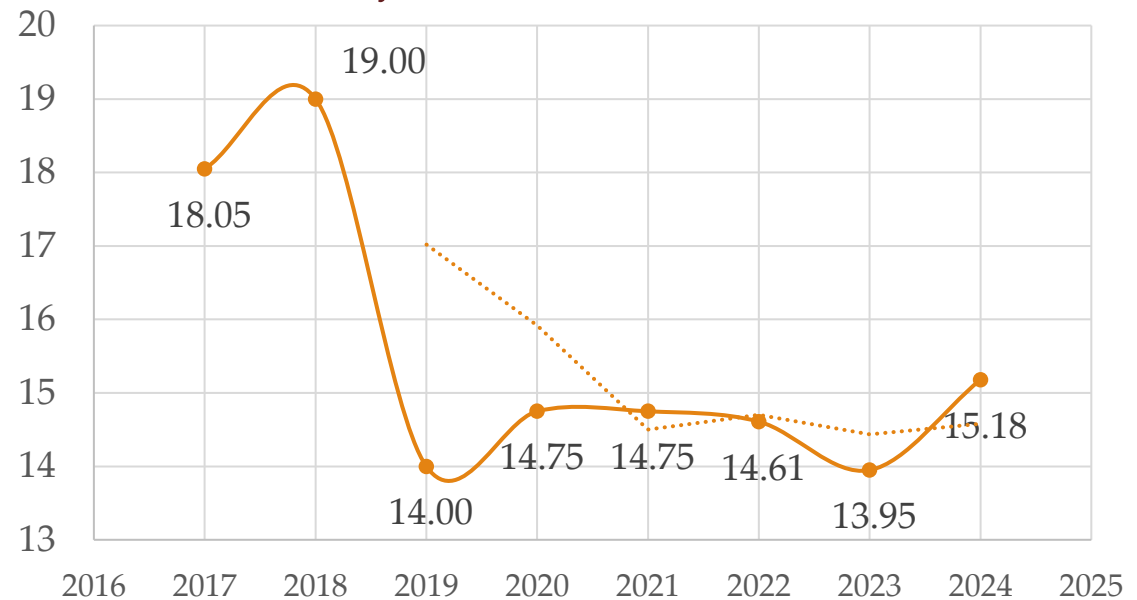
Quick Facts about the proposed Revised FY24 Budget

❖ **Projected** MILL rate for Revised FY24 proposed budget is approximately

15.18

- ❖ Increase of 1.23 from 13.95 in FY23
- ❖ Increase of 0.43 from FY21 mill rate
- ❖ Total Taxable Property Value: \$1.26B
- ❖ Total Revenue Raised from Property Tax: \$19,785,646
- ❖ Property Tax on Average Value Gray Home (\$352,500): \$5,351 / yr.
- ❖ Projected Tax Increase on Average Home: \$434 / yr.

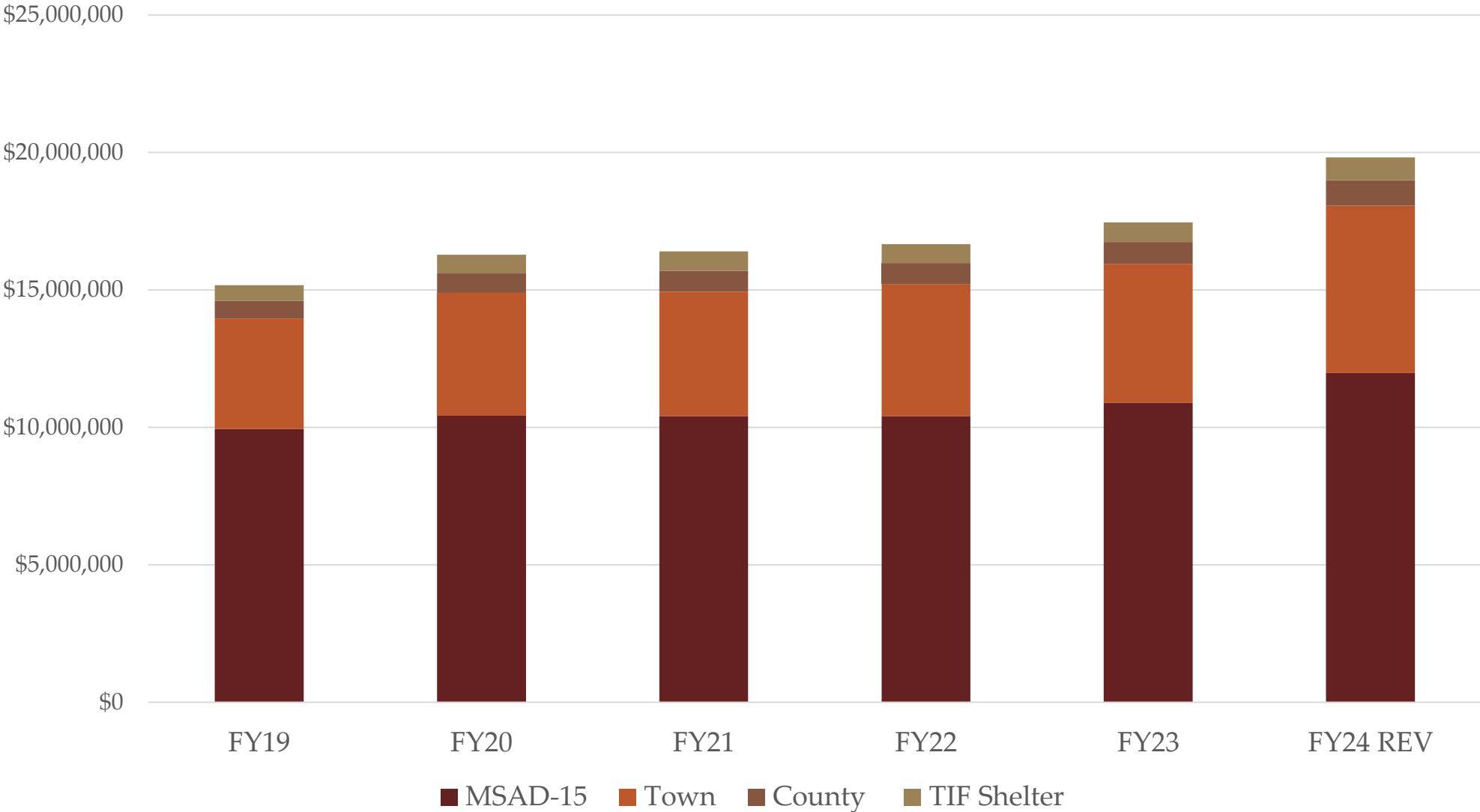
Gray Mill Rate History (FY17 - Projected Revised FY24)



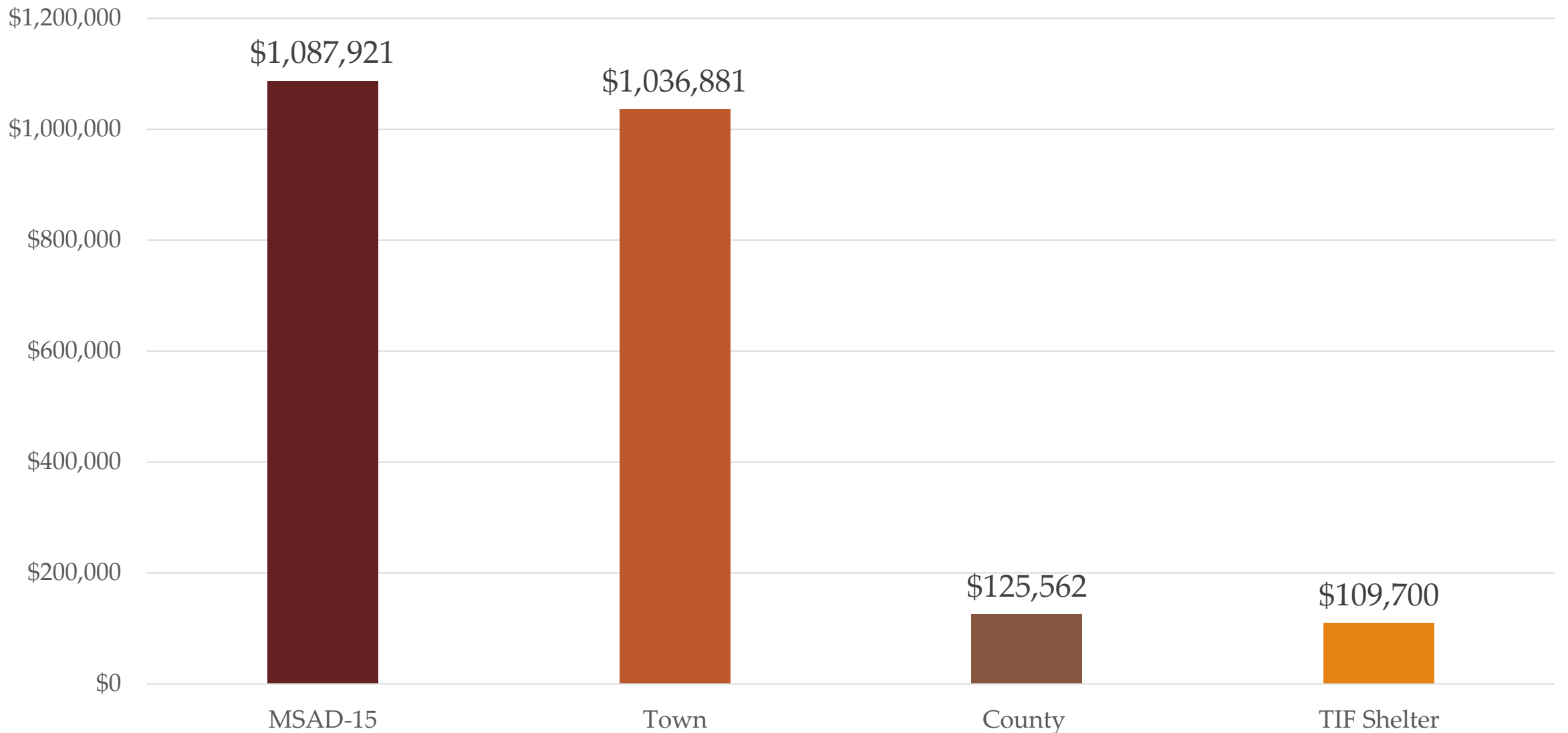
Proposed Revised FY24 Net Local Tax Appropriations vs. Historic

Fiscal Year	Tax Commitment Adjusted Total	MSAD-15 (Net)	% of Total	County	% of Total	Town (Net)	% of Total	TIF Shelter	% of Total
FY19	\$15,175,916	\$9,937,133	65%	\$644,903	4%	\$4,023,995	27%	\$569,885	4%
FY20	\$16,283,019	\$10,442,222	64%	\$705,647	4%	\$4,449,874	27%	\$685,276	4%
FY21	\$16,401,916	\$10,412,484	63%	\$756,334	5%	\$4,524,275	28%	\$708,823	4%
FY22	\$16,660,408	\$10,412,484	62%	\$752,213	5%	\$4,804,029	29%	\$691,682	4%
FY23	\$17,456,925	\$10,893,616	62%	\$792,460	5%	\$5,051,919	29%	\$718,930	4%
FY24 Original	\$19,998,976	\$12,043,616	60%	\$918,022	5%	\$6,318,408	32%	\$797,288	4%
FY24 Revised	\$19,785,646	\$11,981,537	61%	\$918,022	5%	\$6,088,800	31%	\$797,288	4%

Proposed Revised FY24 Appropriations vs. Historic



Appropriation Increase FY24 Revised vs. FY23 (Town net)



Warrant Articles 2, 3, 4, 5, and 6:

GENERAL MUNICIPAL BUDGET AND
CAPITAL IMPROVEMENT BUDGET,
INCLUDING RESERVE FUNDS

THESE BUDGET ITEMS
DIRECTLY AFFECT
THE MILL RATE

Article 2: General Municipal Fund Budget	FY 2024 Original		FY 2024 Revised	
	Corrected		Increase/(Decrease)	
Department	FINAL	Proposed	vs. FY 2024 Original	
Administration	\$ 814,068	\$ 813,568	\$ (500)	-0.1%
Human Resources	\$ 48,091	\$ 38,211	\$ (9,880)	-20.5%
Community Development	\$ 283,719	\$ 283,719	\$ -	0.0%
Assessing	\$ 169,963	\$ 168,883	\$ (1,080)	-0.6%
Code Enforcement	\$ 286,333	\$ 286,333	\$ -	0.0%
General Assistance	\$ 59,486	\$ 59,486	\$ -	0.0%
Communication & Information	\$ 338,824	\$ 333,364	\$ (5,460)	-1.6%
Elections	\$ 20,159	\$ 20,159	\$ -	0.0%
Administration	\$ 2,020,643	\$ 2,003,723	\$ (16,920)	-0.8%
Municipal Expenses (General Insurance)	\$ 1,535,618	\$ 1,448,673	\$ (86,945)	-5.7%
Library	\$ 410,416	\$ 410,416	\$ -	0.0%
Parks & Recreation	\$ 64,356	\$ 59,492	\$ (4,864)	-7.6%
Library and Parks & Recreation	\$ 474,772	\$ 469,908	\$ (4,864)	-1.0%
Public Safety	\$ 1,529,858	\$ 1,519,858	\$ (10,000)	-0.7%
Utilities, Streetlights	\$ 283,864	\$ 283,864	\$ -	0.0%
Public Safety, Utilities, Street Lights	\$ 1,813,722	\$ 1,803,722	\$ (10,000)	-0.6%

Article 2: General Municipal Fund Budget	FY 2024 Original		FY 2024 Revised	
	Corrected		Increase/(Decrease)	
Department	FINAL	Proposed	vs. FY 2024 Original	
Winter Roads	\$ 675,842	\$ 624,910	\$ (50,931)	-7.5%
Summer Roads	\$ 625,674	\$ 558,516	\$ (67,158)	-10.7%
Additional Roadwork	\$ 180,500	\$ 180,500	\$ -	0.0%
Garage	\$ 272,229	\$ 272,229	\$ -	0.0%
Recycling / Transfer Station	\$ 978,051	\$ 981,426	\$ 3,375	0.3%
Buildings & Grounds	\$ 592,650	\$ 592,650	\$ -	0.0%
Public Works, Buildings & Grounds, Transfer Station	\$ 3,324,946	\$ 3,210,231	\$ (114,715)	-3.5%
Town Council	\$ 45,703	\$ 49,703	\$ 4,000	8.8%
Zoning Board of Appeals	\$ 7,650	\$ 7,650	\$ -	0.0%
Planning Board	\$ 10,850	\$ 10,850	\$ -	0.0%
Blueberry Festival	\$ 1,000	\$ 1,000	\$ -	0.0%
Resiliency Committee	\$ 1,000	\$ 1,000	\$ -	0.0%
Economic Development	\$ 4,000	\$ 4,000	\$ -	0.0%
Open Space	\$ 1,500	\$ 1,500	\$ -	0.0%
Council, Boards and Committees	\$ 71,703	\$ 75,703	\$ 4,000	5.6%
Law Enforcement	\$ 325,191	\$ 284,927	\$ (40,264)	-12.4%
Community Services	\$ 59,025	\$ 40,025	\$ (19,000)	-32.2%
TOTAL GENERAL FUND EXPENSES	\$ 9,625,619	\$ 9,336,912	\$ (288,708)	-3.0%
TOTAL GENERAL FUND REVENUE	\$ 3,417,650	\$ 3,487,698	\$ 70,048	2.0%
TOTAL NET GENERAL FUND BUDGET	\$ 6,207,969	\$ 5,849,214	\$ (358,756)	-5.8%

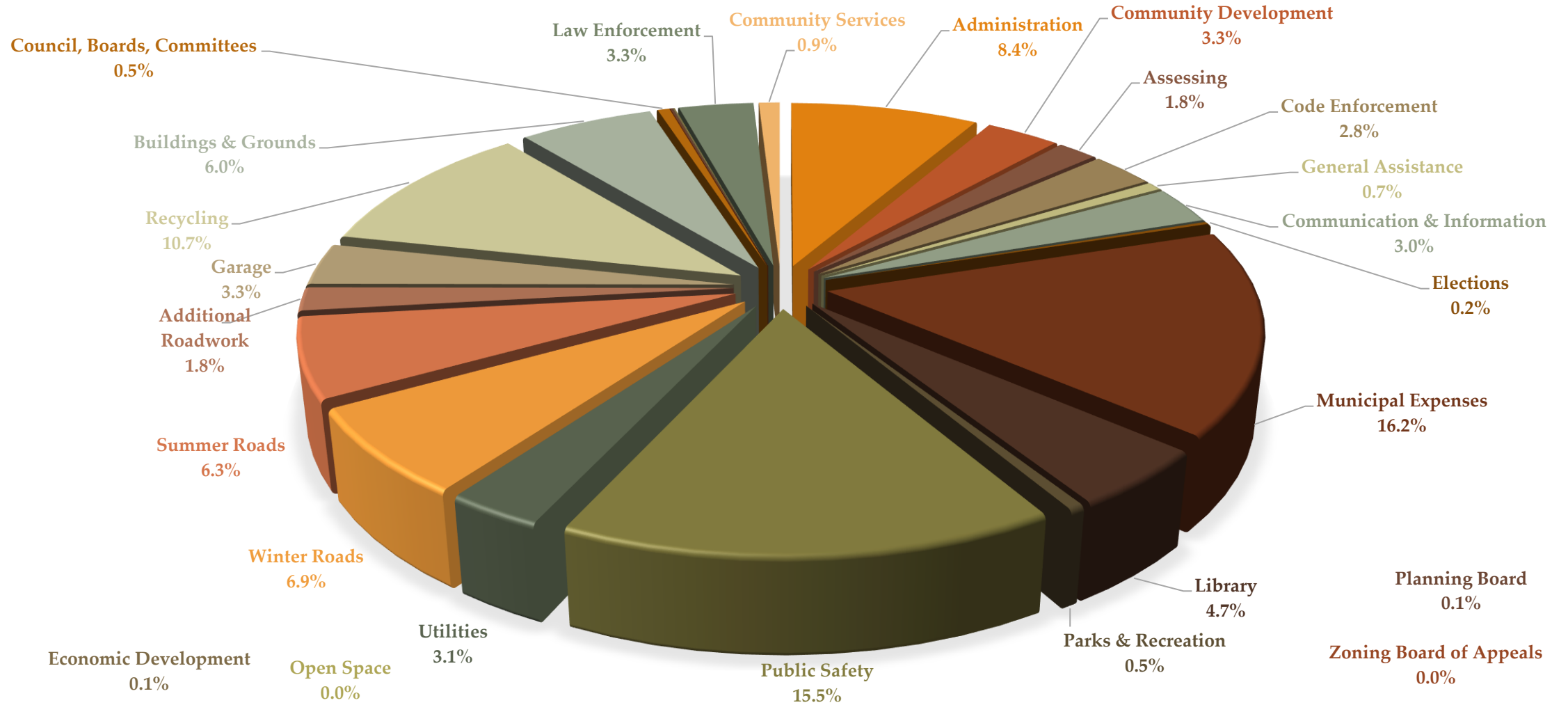
Article 3, 4, 5, 6: Capital Improvements Projects and Reserve Funds

	FINAL	Proposed	vs. FY24 Original	
Capital Projects (Article 3)	\$ 2,791,356	\$ 2,560,556	\$ (230,800)	-8.3%
FY25 Capital Reserve Funding (Article 4)	\$ 325,000	\$ 100,000		
Land Acquisition Fund (Article 5)		\$ 50,000		
Buildings and Ground Reserve Fund (Article 6)		\$ 10,000		
TOTAL CAPITAL RESERVE FUND EXPENSES	\$ 3,116,356	\$ 2,720,556	\$ (395,800)	-12.7%
TOTAL CAPITAL RESERVE FUND REVENUE	\$ 1,500,000	\$ 1,500,000	\$ -	0.0%
TOTAL NET CAPITAL RESERVE FUND BUDGET	\$ 1,616,356	\$ 1,220,556	\$ (395,800)	-24.5%
	Original	Revised		
TOTAL PROPOSED FY 2024 BUDGET	\$ 7,824,326	\$ 7,069,770	\$ (754,556)	-9.6%
State Revenue Sharing to Town	\$ (980,970)	\$ (980,970)		
Municipal Adjusted Total Appropriation	\$ 6,843,356	\$ 6,088,800		

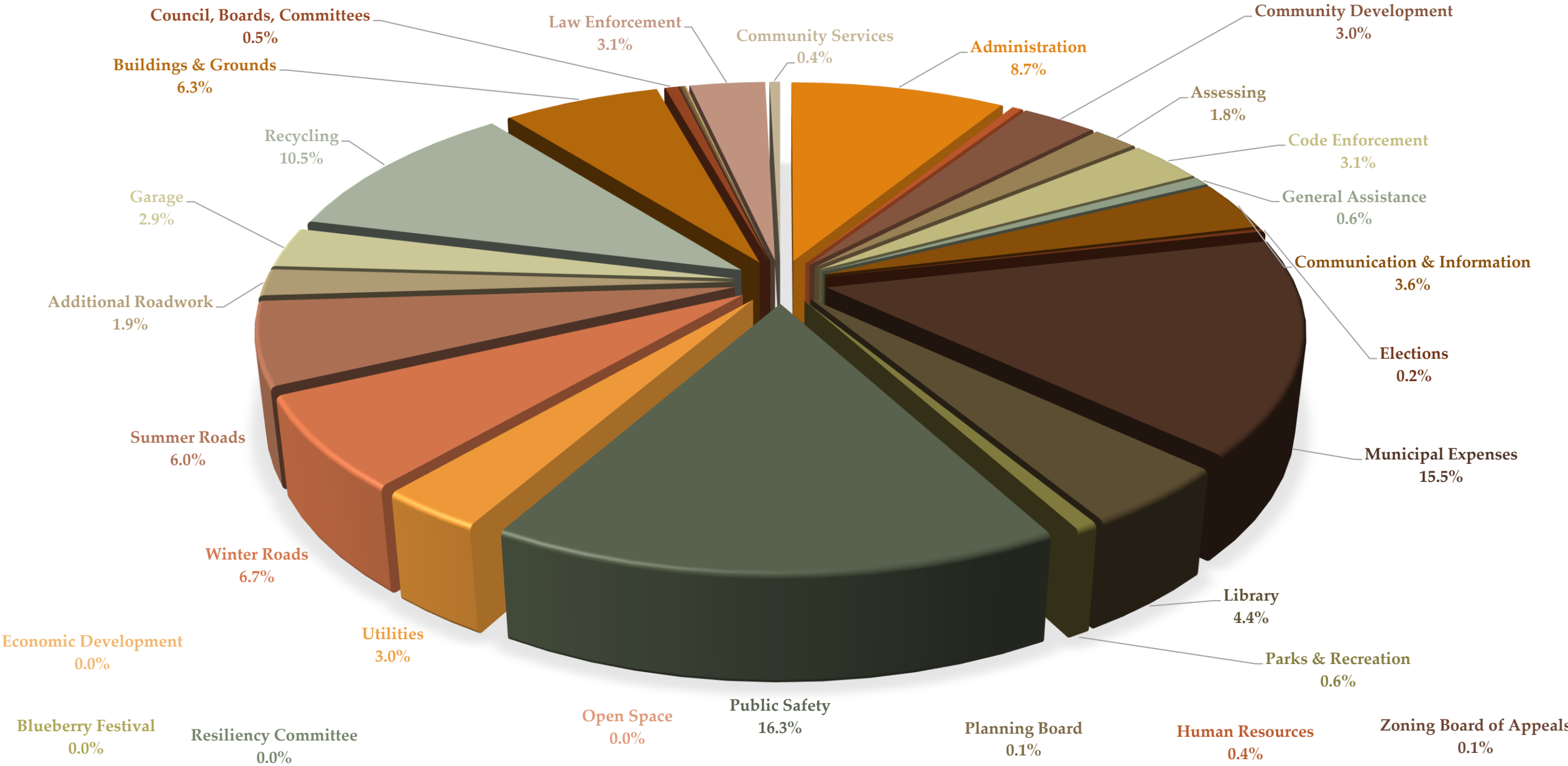
Department	Line	Description	Change	From	To	Note
Revenue	02-041	Cable Franchise Fees	\$ (48,000)	\$ 50,000	\$ 98,000	Per letter from Spectrum
Revenue	11-005	DOT Local Roads	\$ (22,048)	\$ 145,000	\$ 167,048	Per Interim PW Director
		Capital & Revenue Adjustment Subtotal			9.3%	\$ (70,048)
Admin	01-10-02-600	Manager's Expense	\$ (500)	\$ 1,600	\$ 1,100	Emp training day redundant to HR department budget
Human Resources	01-15-02-150	Personnel Development	\$ (5,000)	\$ 17,750	\$ 12,750	Per Council 8/7/2023
Human Resources	01-15-03-155	Professional Services/Misc	\$ (5,000)	\$ 14,400	\$ 9,400	Per Council, reduce staff recognitions by \$5,000
Human Resources	01-15-02-390	Fax line for confidential data transfers	\$ 120	\$ -	\$ 120	Per HR Director, Clerk's fax confidentiality challenges
Assessor	01-30-02-150	MTCMA Interchange	\$ (390)	\$ 390	\$ -	Per Assessor, training optional / outside of normal role
Assessor	01-30-02-150	MTCMA Institute	\$ (590)	\$ 590	\$ -	Per Assessor, training optional / outside of normal role
Assessor	01-30-02-101	MTCMA Membership	\$ (100)	\$ 100	\$ -	Per Assessor, training optional / outside of normal role
Communications	01-65-01-201	FICA/Medicare	\$ -	\$ 2,138	\$ 11,280	Miscalculated, error in formula, corrected in 8/28/23 version
Communications	01-65-03-370	Contract Services: Computer Support	\$ (5,460)	\$ 33,720	\$28,260	Per HR Director, eliminate FingerCheck for TimeClock
General Insurance	02-14-01-202	Health Insurance Adjustment	\$ (72,383)	\$ 963,493	\$ 891,110	Adjustment for actual health care insurance cost
General Insurance	02-14-01-789	Wage Adjustment (COLA from 6% to 4%)	\$ (74,562)	\$ 308,686	\$ 234,124	Per Council, reduce from 6% to 4% with 3% COLA and 1% Performance Based
General Insurance	02-14-01-789	Wage Adjustments	\$ 50,000	\$ -	\$ 50,000	HR proposes \$50,000 reserve fund for adjustments
General Insurance	02-14-02-680	General Insurance	\$ 10,000	\$ 94,695	\$ 104,695	Per MMA, insurance cost increase
Parks & Rec	03-21-01-101	Membership / Dues	\$ (1,610)	\$ 1,610	\$ -	Move to Rec Enterprise account per Rec Director and TM
Parks & Rec	03-21-01-150	Professional Dev	\$ (3,254)	\$ 3,254	\$ -	Move to Rec Enterprise account per Rec Director and TM
Public Safety	04-41-02-025	Dry Hydrants	\$ (10,000)	\$ 10,000	\$ -	Per PS Director, cut dry hydrant maintenance
Public Works	05-51/52-01-100	PS Administrator position	\$(105,000)	\$ 105,000	\$ -	Defer to FY25
Public Works	05-52-01-170	Summer Overtime	\$ 2,000	\$ 4,000	\$ 6,000	Increase summer overtime due to climate related road maint.
Public Works	05-51/52-01-201	FICA/Medicare	\$ (7,880)			revised figures 8/28/23, from \$8,330 to \$7,880
Public Works	05-51/52-01-203	Retirement	\$ (7,210)			revised figures 8/28/23, from \$7,354 to \$7,210
Transfer Station	05-55-02-503	Increase in monitor well testing	\$ 3,375	\$ 12,500	\$ 15,875	Increased testing due to PFAS level increases
Council	06-61-02-598*	EDDM budget mailer	\$ 4,000	\$ -	\$ 4,000	For Council mailings per TM advice (create in TRIO)
Law Enforcement	08-71-03-841	SRO (contract cost reduction-MSAD calc)	\$ (40,264)	\$ 79,000	\$ 38,736	Replacement vehicle removed by MSAD-15
Community Svc	09-80-10-721	Senior Property Tax Assistance pgm	\$ (19,000)	\$ 19,000	\$ -	8/7/2023 WS: Council notes that new state programs accomplish what this local program did in the past
		General Fund Subtotal			38.3%	\$ (288,708)

Department	Line	Description	Change	From	To	Note
CIP	PW	Road Construction	\$ (50,000)	\$ 660,000	\$ 610,000	Per PW
CIP	PW	Road Resurfacing	\$ -	\$ 50,000	\$ 50,000	no change
CIP	Town Vehicles	SRO Vehicle purchase	\$ (34,000)	\$ 34,000	\$ -	CCSO does not have a vehicle available to sell
CIP	Town Vehicles	Truck - Buildings & Grounds	\$ (25,500)	\$ 42,000	\$ 16,500	gas hybrid with lease; get other costs quoted or \$1,500
CIP	Town Vehicles	SUV - CEO / Assessor / Planning	\$ (26,500)	\$ 43,000	\$ 16,500	gas hybrid with lease; get other costs quoted or \$1,500
CIP	Technology	Cradlepoint Router	\$ (5,000)	\$ 5,000	\$ -	Per C/IT Director
CIP	Building Maint.	Pennell Staff Door Replacement	\$ (6,500)	\$ 6,500	\$ -	Per B&G Director; defer costs to FY25 CIP
CIP	Building Maint.	Central Station Door Replacement	\$ (7,000)	\$ 12,000	\$ 5,000	Per B&G Director; defer costs to FY25 CIP
CIP	Building Maint.	Public Works Stack Replacement	\$ (10,000)	\$ 10,000	\$ -	Per B&G Director; defer costs to FY25 CIP
CIP	Building Maint.	PW/PS Overhead Door Repairs	\$ (10,000)	\$ 15,000	\$ 5,000	Per B&G Director; defer costs to FY25 CIP
CIP	Grounds Maint.	Public Services LED Sign	\$ (16,000)	\$ 16,000	\$ -	Per B&G Director; defer costs to FY25 CIP
CIP	Rec. Facilities	Libby Hill/VALT Winter Path Machine	\$ (6,000)	\$ 6,000	\$ -	Per B&G Director; defer costs to FY25 CIP
CIP	Recreation	Skateboard Park	\$ (10,000)	\$ 10,000	\$ -	Per Council, defer to future budget year
CIP	Library	Meeting Room Chairs & Tables	\$ (10,000)	\$ 10,000	\$ -	Per Library Director
CIP	Building Maint.	2 Turnpike Acres Blow Off Hydrant	\$ 7,500	\$ -	\$ 7,500	GWD Policy Change on Hydrant Use
CIP	Building Maint.	DM Station backflow preventer & meter	\$ 3,500	\$ -	\$ 3,500	GWD requires backflow preventer and new meter
CIP	Debt Service	Cost increase - proposed FY24 bond	\$ 34,699	\$ 196,631	\$ 231,330	Increase \$850K bond amount to \$1M, incr. ann'l pymt
CIP to UAF	Building Maint.	Remove B&G Reserve Fund from CIP	\$ (10,000)	\$ 10,000		\$0 This is now under a separate Warrant Article and not in CIP
CIP to CIP Reserve	Land Acquisition	Remove Land Acquisition Fund from CIP	\$ (50,000)	\$ 50,000		\$0 This is now under a separate Warrant Article and not in CIP
		CIP Subtotal			30.6%	\$ (230,801)
UAF	Capital Reserve	FY25 Capital Reserve Fund Setaside	\$(225,000)	\$ 325,000	\$ 100,000	Per Council 8/7/2023 workshop
CIP to UAF	Building Maint.	Remove B&G Reserve Fund from CIP	\$ 10,000	\$ -	\$10,000	This is now under a separate Warrant Article and not in CIP
CIP to CIP Reserve	Land Acquisition	Remove Land Acquisition Fund from CIP	\$ 50,000	\$ -	\$50,000	This is now under a separate Warrant Article and not in CIP
		Accounting Change Subtotal			21.9%	\$ (165,000)
		Grand Total Changes			100%	\$ (754,557)

FY23 TOWN BUDGET BY DEPARTMENT (% OF TOTAL)



REVISED FY24 TOWN BUDGET BY DEPARTMENT (%)



Notable Expense Increases

- ❖ **\$1,087,921** Increase in Gray's net share of MSAD-15 budget
- ❖ **\$125,562** Increase in Gray's payment to Cumberland County, including year one of a five-year increment for shifting their budget by six months, from a calendar to a fiscal year
- ❖ We propose to offer a Maine Public Employee Retirement System (MePERS) retirement plan to full time public safety department employees, to better attract and retain experienced Firefighter-Paramedics/EMTs (FF-PARA)
- ❖ Town-wide budget adjustments vs. FY23 have increased utilities and fuel cost line items
- ❖ Increased costs for Transfer Station tipping fees

Proposed
Market Rate
Wage
Adjustments
vs.
Comparable
Municipalities

In FY22 the Town Manager conducted a wage and benefit survey of **twelve comparable municipal governments** based on property tax valuation and population size

Town Manager wage analysis shows that **64%** of full-time employees were being **paid less than median wage** of comparable municipalities

Interruptions to **Town business continuity** and service levels make staff recruitment and retention a top priority

The current **“market” for talent is very competitive** and **inflation** has been extremely high in the past two years

Town Manager recommended **market rate wage corrections** over a two-year period starting in FY23, to bring wages to at least the median wage of comparable municipalities

Market Rate wage corrections are **separate from cost-of-living** adjustments (COLA) and performance-based incentives (CPI increased 5.7% from March, '21 to Feb, '22 and another 7.8% from March '22 to Feb '23 *source: bls.gov*)

Proposed Wage Corrections vs. Comparable Municipalities

- ✓ To help mitigate the mill rate implication of the increase, the Town Manager's proposed wage correction be split over two fiscal years
- ✓ Total market wage correction is an 8.1% increase over the current budgeted wages for the affected positions
- ✓ Town Manager compensation and Gray Firefighter's Union contract negotiated separately

Total Change	FY23 Increment Change	FY24 Increment Change
\$185,438	\$110,800	\$74,642
8.1%	4.8%	3.2%

Notable Expense Increases (continued)

- ❖ Two new FF-PARA positions that were added for half of FY23 are now **budgeted for the full year** in FY24
- ❖ Proposed **two part-time Assistant Code Enforcement Officers** to replace one full-time position (increases total work week by one workday equivalent, for increased service level and emergency coverage)
- ❖ ~~REMOVED: Proposed realignment of Public Works department administration to add a Public Services Administrator position that we hope to staff with a licensed Public Engineer (Future savings for engineering contracts)~~
- ❖ Addition of shared new position between Public Works (winter) and Buildings & Grounds (summer)
- ❖ Proposed new Town Clerk / AP-Payroll / Recreation / Clerk position

Notable Expense Increases (continued)

- ❖ **Year Two of Two**, Market Rate Competitive Wage Adjustments
- ❖ **Increased** Cost of Employee Medical Care Insurance
- ❖ Increased budget for professional development and skills training, to improve customer service, technical skills, and to maintain high performance standards
- ❖ Capital Improvement budget includes:
 - ❖ **Increased** road and bridge maintenance
 - ❖ Addressing **some of the extensive deferred maintenance** to Town facilities; **some projects deferred to FY25**
 - ❖ No heavy vehicles, but two new / replacement light vehicles
 - ❖ Information Technology systems maintenance, regular equipment replacement, and technical services including cyber-security audit
 - ❖ Bond debt service to include retirement of two current bonds and a new proposed bond for replacement of the Pennell facility septic system and expansion of the child-care program facilities at the Pennell Manual Arts Building

Capital Improvement Plan and Town Facility Use Study



Town of Gray contracted Port City Architecture to conduct a Facility Use Study of Town buildings (2021)



Short- and long-term repair / use recommendations will be part of multi-year CIP planning and budgeting



Reduced call company firefighter response has made Village Station a smaller part of GFR operations



Buildings & Grounds will move to Village Station; Recreation Program expanding into Manual Arts Building



Gray Fire and Rescue will consolidate vehicles and operations to Central Station and Dry Mills Stations



Other recommendations of the Facility Use Study are represented in the FY23, FY24, and FY25 CIP budgets

Notable Revenue Projections

- ❖ Town revenue budgets have been adjusted by the Finance Director to match anticipated performance
- ❖ State Revenue Sharing will decrease due to **increased property values** in Gray
- ❖ Town Planning staff are pursuing grant funding opportunities to offset costs for economic development / future growth planning for long-term fiscal responsibility investments
- ❖ Town Recreation Department is exploring ways to **expand the capacity of Gray's child-care program**
- ❖ Many capital improvement and project expenses are being offset by proposed use of ARPA, TIF fund, and bond funds (bond proposed for ~~\$850K~~ **\$1.0M**)
- ❖ New bond payments will be offset by reduced payments for existing bonds

Major Revenue Budget Changes

Revised FY24 vs. FY23

Revenue Budget Item	FY 2023 Budget	FY 2024 Proposed Budget	% Change	\$ Change
State Revenue Sharing	\$1,123,991	\$980,970	-13%	-\$143,021
Building Permit Fees	\$155,000	\$75,000	-52%	-\$80,000
Rescue Service Fees	\$285,000	\$260,000	-9%	-\$25,000
Boat Excise Tax	\$23,500	\$10,000	-57%	-\$13,500
Planning Board Fees	\$13,500	\$5,000	-63%	-\$8,500
Plumbing Permits	\$32,000	\$25,000	-22%	-\$7,000
Bottle Redemption	\$7,000	\$8,000	14%	\$1,000
Animal Control Officer Fees	\$25,000	\$30,000	20%	\$5,000
MaineDOT Local Road Assistance Program	\$135,000	\$167,048	24%	\$32,048

Article 7: Use of TIF Funds for Approved Projects in the TIF Districts

To see if the Town will vote to appropriate from the TIF Revenue Fund and authorize the Town Council to expend TIF Revenue in an amount not to exceed \$626,753 for:

- Gray Village and related road construction and utilities planning, design, and engineering;
 - Stormwater/wastewater systems feasibility studies; and
 - Construction of sports fields to supplement Douglass Field,
- all in accordance with the TIF District Development Program documents, as recommended by the Town Council.

Village TIF #3			
\$	399,285	Starting FY24 Balance	
\$	123,856	FY24 Revenue from Taxes	
\$	(100,000)	Village TIF Engineering	
\$	(150,000)	Village TIF Planning and Design	
\$	(160,000)	Douglas Field	
\$	(20,000)	Village Utilities	
		Village Stormwater/Wastewater	Funds
\$	(25,000)	Feasibility	appropriated:
\$	68,141	Balance	\$ 455,000
Northbrook #1			
\$	532,816	Starting FY24 Balance	
\$	235,127	FY24 Revenue from Taxes	
			Funds
\$	(171,753)	Payment	appropriated:
\$	596,190	Balance	\$ 171,753
South Gray TIF			
\$	374,851	Starting FY24 Balance	
\$	359,946	FY24 Revenue from Taxes	
\$	734,797	Balance	
		Total Appropriation:	\$ 626,753

Article 7: Use of TIF Funds for Approved Projects in the TIF Districts

Article 8: Land Acquisition Reserve Fund

To see if the Town will vote to authorize the transfer of the amount in excess of 3/12 of the Town's unassigned general fund balance as of June 30, 2023, **not to exceed \$417,000**, to the Land Acquisition Reserve Fund, provided that in no event shall the Unassigned General Fund Balance be reduced as a result of such transfer to a level less than 2/12 of the Town's Net Assessment for Commitment; and to appropriate up to said amounts from the Land Acquisition Reserve Fund for costs associated with infrastructure improvements and acquisition of land necessary to achieve the open space and Gray Village development goals identified in the Town's Comprehensive Plan and the Gray Village Master Plan as the Town Council deems to be in the Town's best interest; provided that the Town Council shall hold a public hearing prior to the expenditure of any funds from the Land Acquisition Reserve Fund.

Article 9: ARPA Funds for Public Safety and Municipal Building Safety and Resiliency

Use	Amount
Radio Tower Hardware	\$ 230,000
Pennell Septic Down Payment	\$ 50,000
Sebago Lakes Chamber Request	\$ 8,309
Premium Pay Increases for FF-EMT	\$ 28,393
Radio Tower Additional Costs	\$ 125,000
Gray Historical Fire Alarm Panel	\$ 20,000
Newbegin/Library Access Control Change	\$ 26,500
MSW Drain Line & Alarm	\$ 5,000
Library Additional Access Control Doors	\$ 6,000
Newbegin Additional Access Control Doors	\$ 6,000
Transfer Station Drainage	\$ 15,000
GHS Fire Escape	\$ 20,000
Public Safety Radios	\$ 8,500
New Fuel Pump at Public Works	\$ 42,000
Reserve (cost overages, unexpected costs)	\$ 6,000
Total	\$ 596,702

Article 10: Enterprise Fund Revenue

To see if the Town will vote to accept and appropriate for their designated purposes all the various Town “enterprise account” funds (*e.g.*, nonmajor special revenue funds, recreation enterprise funds) for FYE 2024, as recommended by the Town Council.

Childcare and Recreational programs, and other special revenue that may be collected.

Article 11: Town Council Compensation

To see if the Town will vote to raise and appropriate \$10,500 for Town Council compensation for FYE 2024, as recommended by the Town Council.

(Note: This appropriation must be voted on as a separate article, pursuant to Art. II, Sec. 6 of the Town Charter.)

\$500 increase in Council Chair stipend to cover additional costs of meeting management and additional meetings

Article 12: Bond Funds for Pennell Campus and Expanded Recreational and Childcare Facilities

Shall the Town vote to authorize the issuance of up to **\$1,000,000** in general obligation bonds or notes of the Town to pay and/or reimburse the cost of improvements to the septic system that services multiple buildings on the Pennell Complex and the construction of additional public facilities and programmatic space for the Town Recreation Department and child-care program in the Manual Arts building, said bonds and notes hereby authorized and the proceeds thereof hereby appropriated for said purpose, with the details of such bonding (including provisions that the bonds may be prepaid or subject to call for redemption with or without premium) to be determined by the Town Council?

(Fiscal Note: Total estimated debt service of this bond issue is approximately \$1,156,650.48, of which principal is \$1,000,000 and estimated interest at 5.05% over five years is \$156,650.48.)

Article 13: To increase the Town of Gray's property tax levy limit

To see if the Town will vote to increase the Town of Gray's property tax levy limit established for FYE 2024 by State law to **\$55,477** in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit, as recommended by the Town Council?

(Fiscal Note: Approval of the Municipal Budget requires approval of this Article.)

Article 13 (revised):

LD 1 Summary

- ❖ In 2004, Maine passed the municipal “expenditure cap” known as “LD 1”. Under this statute, the annual percent increase in the municipal (non-school and non-county) property tax levy is subject to a maximum cap based on both a statistical income growth percentage established by the state, as well as a property growth limit calculated using the municipality’s valuation information provided by the Town’s Assessor
- ❖ Any expenditures above the cap require additional approval by the Town voters for the budget to pass
- ❖ This cap only applies to the Town’s portion of the budget—there is no cap on School or County budgets

Article 13 (revised):

LD 1 Summary

- ❖ **65% of the total net property tax assessments** collected by the Town goes to school and County budgets that the Town has no control over. Town and TIF make up the remaining 35%.
- ❖ **57% of Town general fund budget** is for code enforcement, public safety, utilities and water service, road plowing and maintenance, transfer station, and Town facilities maintenance.
- ❖ **Only 20%** of the total tax assessment goes to other Town uses.

Article 14: Emergency Operations Reserve

To see if the Town will vote to transfer \$20,000 from the unassigned fund balance to a Credit Reserve Fund and to **appropriate up to \$20,000** from such fund for emergency purposes in the event the Town declares a state of emergency.

The intent for this fund was established by Council in the FY23 general fund budget and needs to be ratified by vote to keep the money in reserve.

Article 15:

To see if the Town will vote to authorize the Town Council to dispose of Town-owned personal property with a value of **\$100,000** or less and to transfer amounts received from the disposition of Town-owned personal property with a value of **\$100,000** or less in the Capital Reserve Fund, and to appropriate funds from the Capital Reserve Fund for capital improvements and projects, as recommended by the Town Council, provided that the Town Council shall hold a public hearing prior to the expenditure of any funds from the Capital Reserve Fund.

These funds will be set aside to offset FY25 budget needs.

Article 16:

To see if the Town will vote to authorize the Town Council to accept or reject donations of personal property and/or gifts of money received through fund-raising activities on behalf of the Town's Recreation Department, the Dry Mills Schoolhouse, the Gray Public Library Association, the Gray Fire Rescue Association, and various Town Committees, and to appropriate the same for their intended purposes, as recommended by the Town Council.

This allows the Town to accept donations for specific community assets.

Article 17:

To see if the Town will vote to authorize the Town Council to apply for federal, state, and private funds or grants on the Town's behalf and to accept and appropriate such funds or grants for the purpose so received or for any purpose for which the Town has appropriated funds during the period from July 1, 2023, through June 30, 2024, as recommended by the Town Council.

This allows the Town to receive intergovernmental and private grant and funds transfers.

Preparing for Gray's Sustainable, Fiscally Responsible Future: Staffing, Training, Resiliency, and Resourcefulness

- ❖ Director of Human Resources developing team skills, management, and leadership curriculum for enhanced professional development and training support for all Town staff
- ❖ Continuity Planning across all departments to focus on resiliency, cross-training, disaster recovery, and succession planning for Assistant Department Heads including Foremen and Public Safety Officers
- ❖ Town Clerk's office proposes another Assistant Clerk to help with Customer Service, Accounts Payable/Payroll processing, Administrative Assistance, and assistance to the Recreation Program
- ❖ The fully funded, full-time Firefighter/EMS employees continue to help Gray Fire and Rescue respond to higher call volume and less dependence on per-diem and call firefighters
- ❖ ~~A new Public Services Administrator position will replace the Director of Public Works, serve as PW Department Head, and begin learning how the Transfer Station is managed as part of continuity planning initiative~~
- ❖ A new Light Equipment Operator position will drive a plow truck in the winter and assist Buildings & Grounds with newly added recreational facilities in the summer

Implementing the 2020 Comprehensive Plan

- ✓ Town staff are focused on implementing goals of the 2020 Comprehensive Plan and priorities set by Town Council
- ✓ Council seeks flexibility on possible strategic real estate negotiations related to infrastructure and open space (**Articles 3 and 8**)
- ✓ Council seeks flexibility on investing TIF funds in planning, design, and engineering for Yarmouth Road and Gray Village (**Article 7**)
- ✓ FY23 and FY24 budget appropriations for Planning Department contracted services will help with ordinance revisions and project management (**Articles 2, 3, and 7**)

Gray Comprehensive Plan September 15, 2020



Planning for Gray Village

FY24 budget appropriations include continued funding for Planning Department contracted services such as planning, design, and engineering (Articles 2, 3, and 7)

Planning staff, Public Works, and Town Council are working with the Town Manager and the Maine Department of Transportation on road construction projects on Yarmouth Road / Route 115 and Main Street / Route 100 that started in FY23 and will continue into FY24 and beyond

Gray began a public engagement effort in the summer of 2022, hosting an open design studio and a Community Block Party at Pennell. Two hundred Gray citizens participated in a community-driven design of Town-owned property in Gray Village, the Main Street streetscape, and bike-ped amenities to connect residents and citizens with businesses and other community resources

Our goal is to invest in Gray Village as a place that attracts new business and real estate investment, creates a vital center for public life, and meets other community needs. This will grow a commercial tax base to help residential tax payers carry the cost of local government services.

Conclusion

- ❖ Gray's local government proposes thoughtful staff additions and professional development investments to maintain public service levels and **manage current strain and future expansion of Town workload**
- ❖ Without **fiscally-responsible, sustainable growth and development of the tax base**, the cost of Town business to current property taxpayers will increase over time
- ❖ Thoughtful investments in future growth and development planning are a pathway to **long-term financial stability** and managing property tax fluctuations and increases
- ❖ Town staff is aligned around **implementing the development goals** laid out in the 2020 Comprehensive Plan
- ❖ Gray is unlocking tremendous potential for **fiscally responsible, smart growth** that will keep the town vital, safe, and prosperous

Nate Rudy, Town Manager

nrudy@graymaine.org
(207) 657 – 3339 x. 101

QUESTIONS AND COMMENTS WILL BE ADDRESSED DURING
THE PUBLIC HEARING SECTION OF THE MEETING

Jonathan Hartt

From: Krista Chappell
Sent: Thursday, August 31, 2023 9:51 AM
To: Dan Maguire; Anne Gass; Matthew Hight; Martin Meaney
Cc: Natalie L. Burns; Town Clerk; Nathaniel Rudy; Jonathan Hartt
Subject: Re: Town Mtg Planning Session Notes 08.30.23

This is super helpful, Dan. Thank you.

Nate, can we include this in the workshop packet material for 9/5. I've added Jon for an FYI on the packet.

Sorry to have missed this zoom. I wasn't aware it had been scheduled. I certainly appreciate everyone organizing this new process on such a quick turnaround.

Krista

Krista Chappell
Chair, Gray Town Council
kchappell@graymaine.org

From: Dan Maguire <dmaguire@graymaine.org>
Sent: Thursday, August 31, 2023 8:45:09 AM
To: Krista Chappell <kchappell@graymaine.org>; Anne Gass <agass@graymaine.org>; Matthew Hight <mhight@graymaine.org>; Martin Meaney <mmeaney@graymaine.org>
Cc: Natalie L. Burns <nburns@jensenbaird.com>; Town Clerk <townclerk@graymaine.org>; Nathaniel Rudy <nrudy@graymaine.org>
Subject: Town Mtg Planning Session Notes 08.30.23

Here are my notes from our Zoom meeting:

Britt will have 6 – 8 people with her to assist with checking in voters and counting votes.

Three election clerks will be at the door to check in registered voters, just like we do for referendums.

Residents – w proof of identity and residency – may register to vote at the meeting.

One clerk will be at the door for the entire meeting to check in any voters after the meeting begins.

Each registered voter will be given a brightly colored card (not red or green) to hold up and make counting votes easier.

Britt, as Town Clerk, will open and run the meeting until a moderator is nominated and elected.

Brit will call the meeting to order, read the warrant articles, ask for moderator nominations and oversee the election.

The moderator is elected by written ballot and once elected will take over the meeting from Britt.

We assume Natalie will be elected. She will take over the meeting, explain how the meeting will be run and uses the 2021 Maine Moderator's Manual as a guide.

Natalie agreed a motion at the beginning of the meeting to allow non-resident department heads (or just town employees?) to speak if there are specific questions about the warrant was a good idea. Especially since Nate won't be in attendance.

Natalie discouraged, and we decided not to use my idea, to make a motion at the start of the meeting allowing non-resident taxpayers to speak. Britt had concerns about being able to identify and check in this group as they'll probably not have both proof of identification and residency with them. In addition, businesses are usually listed by name, not owner, making it hard to identify this group too. It was clear from the discussion this idea wouldn't be any less convoluted or cumbersome than the required 2/3's voting process.

Changing the warrant articles.

Motions to reduce spending are allowed. But only reductions to the totals. A motion to cut Article 2 by \$100,000.00, if approved would reduce the total of Article 2 from \$9.3 to \$9.2 million dollars. The town manager and council will have to decide where that cut will be made. Motions can't be made to cut specific line items of the budget, so for instance, no one can make a binding motion to cut out all the money for street lights.

Motions to increase spending are not allowed.

A voter who wants to make a motion to cut LD 1 will have to make a motion to cut at least \$55,477 from one of the other articles.

That's it for my notes. Britt, Natalie and Nate please feel free to add anything I've overlooked or correct any errors I may have made.

Best regards,

Dan

Dan Maguire
Town Councilor
Gray, Maine 04039
207.615.7384

This electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it, may be considered public records, and may therefore be subject to public record requests for review and copying under Maine's Right to Know Law (Title 1, 401-521 of the Maine Revised Statutes).

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