

Frederick A. Lynk, Chair  
Peter J. Kahn, Vice Chair  
Peter L. Griswold, Secretary  
Michael F. Collins  
Michele A. Tourangeau



**Ogunquit Budget Review Committee**  
**14 March 2023**  
**9:00 AM – Meeting**  
**Dunaway Community Center**  
**23 School Street, Ogunquit, Maine**

## Minutes

### 9:00 AM MEETING

#### 1.0 WELCOME AND CALL TO ORDER

- 1.1 Roll Call – all five BRC Members were present along with the Town Manager. The Assistant Town Manager/Treasurer participated via Zoom.
- 1.2 Pledge of Allegiance was said.

#### 2.0 APPROVAL OF MINUTES

- 2.1 Approved the 6 March 2023 Minutes – 5/0 (Tourangeau/Collins)
- 2.2 Approved the 7 March 2023 Minutes as corrected by Collins – 5/0 (Kahn/Tourangeau)

#### 3.0 UNFINISHED BUSINESS

- 3.1 **Town Manager** and the **Assistant Town Manager/Treasurer** increased the FY2024 Revenues by \$50,000 in the following departments: Police – parking fines \$15K and Visitor Services parking revenues \$35K. This increase, together with two previously announced changes, will decrease the use of the Undesignated Fund to \$200K, down from \$350K.
- 3.2 The **Chair** asked if any BRC Member wished to propose any other Revenue changes: **Griswold** said that the Mooring Fees were recently increased by \$100 per mooring to cover the repairs of the boat ramp. With 46 Mooring holders, that should increase the Mooring Fees by \$4,600. The Town Manager advised against this budget change.  
**A Motion to increase the Mooring Fees by \$4,600 was defeated 2 – 3 (Griswold/Kahn).**

**Kahn** made a **Motion to increase the FY2024 Building Permit Revenues of \$185K by \$40K**, bringing the total to \$225K. The Town Manager said that the rising cost of borrowing may have a major impact on Building Permits. Furthermore, analyzing the past three years' data is difficult given the impact of Covid when many property owners remodeled their homes. **This motion was defeated 2 – 3 (Kahn/Griswold).**

Since the Select Board increased parking fines to \$60, **Kahn** made a second **Motion to increase the FY2024 Police parking fines of \$75K (Rev 3) by \$15K**, bringing the total to \$90K, consistent with the Select Board action. The Town Manager was not in favor of this suggestion. **The motion was defeated 2 – 3 (Kahn/Griswold).**

Given the Town's decision to purchase a Ford Interceptor and Automated License Plate Reader (ALPR), **Kahn** made a third **Motion to increase the Police parking fines by \$50K**, raising Parking Fines from \$75K to \$125K. He explained how many tickets would need to be issues per lot/per

day to achieve this additional amount. Kahn asked if the new ALPR is not going to increase parking fines, why would the Town have purchased this expensive equipment? **The motion was defeated 2 – 3 (Kahn/Griswold).**

**Griswold** asked the Town Manager whether the parking spaces East of the Harbormaster’s building and the “boat yard” might be a source of additional parking revenues. The Town Manager explained that many years ago, these spaces were set aside for the owners of fishing boats and documented in the Town Ordinances. Throughout the Town parking spaces have been set aside for residents at no charge. However, the police will issue fines after 11AM if a car is parked for more than two hours.

**Kahn** asked whether we would need to get back together if the Select Board were to add an additional financial Article to the June Warrant. This question was prompted by an email submitted to the Committee by Kirsten Ross regarding the required replenishment of the Natural Disaster fund. The Chair asked the Town Manager to comment. He stated that he will not be putting forth a request for the \$9,000 at this time, but potentially in November.

#### **4.0**      **NEW BUSINESS**

- 4.1      **The Chair** asked for the BRC vote on all Expenses, Revenues, Debt Service, CIPs and use of the Undesignated Fund in the FY2024 Budget. He identified all the Budget categories and asked each BRC Member for a roll call vote. Each vote is reflected in tally sheet below (**Exhibit I**). He will reference all the BRC votes in his letter to the Select Board that is due on 15 March 2023. The Chair said that if the Select Board changes the Budget numbers in the future, the BRC will have to reconvene to determine the Members’ votes on any changes.
  
- 4.2      **The Chair** led a discussion concerning the BRC’s **DRAFT** letter to the Select Board. Among other topics, a question arose whether the BRC had sufficient time during the SB/BRC Workshops to ask Department Heads questions. While two Members said they were affected by the time constraints, everyone agreed that their questions were eventually addressed during subsequent BRC meetings. Kahn suggested the words “stabilize” be removed in two places. All agreed. Collins/Griswold proposed a **motion to approve the revised DRAFT letter, and have the Chair sign it** on behalf of all the BRC Members per our By-Laws (§ III.b). **It passed 5 – 0.** The BRC Members voted unanimously for 44 budget requests and only two votes 4 – 1. The entire process since last August has been thorough with a great deal of deliberation and research. We thanked the Town Staff for their commentary and active participation in the BRC’s process of assisting the Select Board with budgets and financial planning.

#### **5.0**      **OTHER BUSINESS**

**The Chair** suggested that we schedule two meetings next week to discuss the proposed Campus. After checking calendars and the Town’s website, we agreed to meet at 8:30AM on Tuesday March 21<sup>st</sup> and Thursday March 23<sup>rd</sup>.

#### **6.0**      **PUBLIC COMMENTS**

**Barbara Ferraro** asked if all CIP expenditures of \$751K would be funded by the Undesignated Fund. The Chair said no. Only \$153K of the CIP expenses would be covered by the Fund along with an additional \$200K to support the Town’s operating budget as discussed above. She also suggested that the BRC undertake a deeper dive into next year’s budget to determine whether revenues could be increased.

#### **7.0**      **ADJOURN**

At 10:27 a motion was made: 5 - 0 (Kahn/Griswold)