

**Town of Milton
Budget Workshop
Milton Library, 121 Union Street
Thursday, August 30, 2012
6:30 p.m.**

**Transcriptionist: Helene Rodgville
[Minutes are Not Verbatim]**

1. Roll Call – Mayor Newlands

Councilman West	Present
Councilman Lester	Present
Councilwoman Jones	Present
Councilwoman Patterson	Present
Mayor Newlands	Present
Councilman Booros	Absent
Vice Mayor Betts	Absent

2. Budget Workshop

Mayor Newlands: Okay, this is an informal workshop. I hope to be done in an hour.

Councilman West: That sounds good to me Mr. Mayor.

Councilwoman Jones: May I make a statement to you Mr. Mayor, please? I received a 22 page police draft budget. It was sent at 4:30 yesterday. I have a new revised draft budget from you today. I'm simply not prepared. I simply cannot be prepared to review all this material and comment on it with any intelligence. It's just... It's very confusing. I'm coming out of the box, nobody else has to say they're confused, but it's overwhelming.

Mayor Newlands: I think the Chief can go over the details. The Chief is just giving you details of his line items that are already in the budget and it's just the details of... He can explain what they are. This was what was given out... You would not have normally seen this. This would have gone to the Finance Committee. This was a request of the Finance Committee and this would not have come before Council on a normal basis. He's providing it to Council because we're having sort of a combined Council Workshop and Finance Committee.

Councilwoman Patterson: As I understand, even the Finance Committee didn't have a chance to review this to give us feedback on it and I'm with Councilwoman Jones. I am confused about all this information. I'm trying to process it. So I don't mind going through and asking the Chief some questions about it, but I can't again, make a lot of comments about it until I can process it.

Mayor Newlands: That's fine. That's fine. That meeting ended short, the last Finance Committee Meeting. This was ready to go for that meeting and that meeting got cut short.

Councilwoman Patterson: Regardless I understand that, but they still... This didn't go through the Finance Committee.

Mayor Newlands: They haven't had another meeting since then.

Councilwoman Patterson: Okay.

Mayor Newlands: And we've had our workshops with some of the Finance Committee members here, just to try and double up on time.

Councilwoman Patterson: Right, I understand that. I'm not quite sure why... I'm just confused why the Finance Committee didn't really have all of this to, again, process it to us. Being new to Council, I'm just trying to...

Chief Phillips: Actually, excuse me, actually the Finance Committee did get a copy of that. They

just asked us for more details and that's what we gave them. The numbers are the same, the only thing we did was given them more details; they wanted more broke down details and every time we had a meeting, we broke it down for them more and more until we came up with this one here. And the last meeting, we planned on giving it to them, but it got cut short. So they have seen the numbers and they have seen everything, it's just that we went into more detail then we did before.

Councilwoman Patterson: I think them having the details is going to answer some of the questions. Some of the numbers, even for myself, we're trying to figure out where they're coming from, where the breakdown is and all that, so...

Councilwoman Jones: Some of these, I mean as far as the vehicle, these are actuals for this year or are these projected?

Chief Phillips: Actuals at that time.

Councilwoman Jones: Okay, so are you... Does that mean that these also stand as projected figures?

Chief Phillips: No, there's no way you can estimate when a car's going to breakdown, or something's going to happen to it other ones.

Councilwoman Jones: Okay, the bottom line here is that I knew of three Finance Committee meetings, the one that wrapped up on the 19th and you did present some information there. I don't suppose it was like this. I don't know what you presented.

Chief Phillips: Yes it was. It was the exact same packet and I was only there for thirty minutes and then I left. They said they were good to go. They asked a few questions and I was out of there. You may not have been at that meeting.

Councilwoman Jones: Right, but I read the minutes of the meeting of June 27th. They asked very specific questions, none of which I have found answered in here. That's one of my issues, so those questions still do not have answers and if I may, for Councilwoman Patterson, what happens here is that the process becomes long and drawn out because Council is then forced to ask all the questions that Finance did not have the opportunity to do ahead of time, so it becomes very laborious.

Mayor Newlands: That's not his fault. He went before the Finance Committee and subsequent meetings he didn't get a chance to speak in front of the Finance Committee. Okay, the data was provided to them. If the data is something that you don't like, or you would like in a different format, he hasn't had a chance to speak on that.

Councilwoman Jones: Then let me just ask you something very elementary. This budget which has the documentation and justification of the purchases, some of which you mention in the four page document we went over on Tuesday; if this document was already finished, then why couldn't we have amended this document with police information, rather than go now to Version 2, 3 of this spreadsheet document. This spreadsheet document – what concerns me Mr. Mayor is 1) that you don't have to shoulder this all yourself, as far as coming up with these numbers, projections and everything else.

Mayor Newlands: I didn't.

Councilwoman Jones: But it's also missing the documentation. You hold all the information. We do not.

Mayor Newlands: What information am I holding?

Councilwoman Jones: Well when you talk about the costs of things that we need, you're talking about an administrative server, new camera system, equipment, maintenance. Does some of this come with paperwork?

Mayor Newlands: Yes, it comes with an estimate of what a server costs. It has a number on it with the model number for a typical server would be; which I don't even understand and I've come from that business and I don't expect you to understand what the numbers would mean.

It's an HP whatever server that handles X number of people and it's got a number to it, 8280. That's all you're going to get out of the guys and you're getting the server that's going to handle X number of people logged into it for the next couple of years.

Councilwoman Jones: I spent a lot of time on my first budget and by virtue of all these tags, I have a lot of questions to ask. But frankly in this format, it doesn't present itself in such a way to ask the questions. Unless I go line by line and I have not had the time to do that since Tuesday, I cannot apply my questions to this budget, because back and forth, back and forth.

Mayor Newlands: The only thing different between this budget and what's in that book, number wise it's probably the police budgets and that's it. That's all it should be. Okay?

Councilwoman Jones: On the 19th of July a copy of this draft budget was made available at the library and the Town Hall. When the citizens arrived here on Tuesday, this was our budget and it was presented on the back table. But I can't tell if the citizens... Maybe the citizens are less lost than I am, but I'm charged with having to look these items over and I just... It's very confusing. We're working on two different documents. I know you don't want me to work on this document.

Mayor Newlands: You can use that as a reference. The issue that happened with that documents, is that the police numbers all changed from what the police submitted. Okay? Without the police's knowledge. I asked for those numbers to be put back. Mr. Abbott gave me those numbers back, but then in that spreadsheet that he gave me back, was minus a lot of the grants, and there were a lot of other problems with the spreadsheet. So I spent last weekend fixing the spreadsheet up. Just so we would have something to discuss for the meeting that we had scheduled. Everything in that book that you have there, except for the police work, is probably valid and you can ask any kind of questions; Mr. Abbott's here and he can answer any kind of questions you have.

Councilwoman Jones: So we're taking what is actual, particularly on the maintenance pages, which are the most here, per vehicle and then you're using these to transfer over to the projected for 2013?

Mayor Newlands: The problem that the Chief has with the vehicles is we don't know... Right now we don't know if somebody's going to need tires next May. Okay? So our habit is that we'll do tires on three cars a year. We'll do so many oil changes on the vehicles a year. We'll have one or two engine problems during the year. You can't project any of that stuff.

Councilman West: And you can't predict these computers on these automobiles either. All these electrical problems, Marion, set everybody in a fit.

Councilwoman Jones: I'm fairly aware of that. I'm talking about oil changes would be pretty predictable, aren't they?

Mayor Newlands: They should be, but there's...

Councilwoman Jones: But routine maintenance, you can never count on. I understand that.

Mayor Newlands: And that's the majority of what's in here. Oil changes are the smallest things in his auto budget and you're not asking the Water Department on all of their... They have the same issues. They have quite a number of vehicles, as well. With the two departments they have X number of vehicles on the road all year long. The police are on the road 24/7, the maintenance guys and the water guys are on the road 7, but not 24/7; they're on the road every day. They are in here every single day, because there was somebody here reading water meters and testing out the water, every day, so there's somebody here and they have repetitive costs every year. That's why a lot of these I call the maintenance budget, because it really is the same thing repetitively, year after year, because they're not doing anything capital improvement wise. So when you see something that says \$10,000 or \$12,000 for vehicle maintenance, that's what we've experienced over the last couple of years and we have the same number of vehicles, we have a couple of more maybe now, but that's what we've experienced over the last few years.

We're not getting into something elaborate and projecting out that this vehicle after so many miles, gets ridden this way and it may need a brake job in the next three months and it may not. I don't know if you're in agreement. Can you give the Finance Committee a microphone, Dustan?

Mike Cote, Finance Committee: Somewhat... There's a little yes and no in this. I mean the past years, if you take out the exceptional items, like apparently there was an accident, a vehicle had \$5,000 worth of repairs on it for an accident. Those types of expenses would tend to be the same, roughly, the routine things year to year, if you're not decreasing or increasing the number of vehicles. However, from the first version of police one, had a lot of confusing information in it, in terms of number of oil changes and how much for each, number of tires, number of brake jobs and that's when we asked for a little more, a little bit better identification of what those things were going to be and if we know there's going to be 20 oil changes, 25 oil changes, because we put that many miles on the cars every year; it would seem that for routine things you could just say okay we know we've got to do... They have all the sheets for each vehicle, the projection would be, well we count up how many we did last year and we're going to do roughly the same thing this year, so it's 20 oil changes, it's three sets of tires, and I think that's a little more planning oriented and a little easier to understand, rather than I think the individual car inventory or repair sheets, I don't know what they're called, is nice to have, but it would have been easier just to say 20 oil changes.

Mayor Newlands: Well since it's the third time he's been asked to give you data, I think he's going more is better, because you keep asking for more and he's giving you more. I don't mean to be funny about it, but we have this discussion about it periodically and he gets a little frustrated saying what else do they want, so I'll give you everything.

Mike Cote: Version 3 is essentially for that particular item, is the same as Version 2.

Mayor Newlands: Okay.

Mike Cote: It's not different, it's the same. Is that correct?

Chief Phillips: As far as the items go, yes, but the money may be different.

Mike Cote: I think the money's the same. The total money is the same, but the support for that amount of money is the same from Version 2 to Version 3 and it was Version 2 that we wanted a little more specificity about how many oil changes, how many tires, how many brake jobs, how many whatever. And when that's all said and done, generally, it probably not too far... You're not going to be too many thousand dollars off from what you've done in the past, but it would have been good to have that type of information going forward, at the beginning.

Chief Phillips: So you're saying instead of breaking down each car, just put down tires, brakes...

Mike Cote: How many oil changes, how many brake jobs, how many... and I don't really care which car you do it on.

Chief Phillips: Okay?

Mayor Newlands: They attempted to do that in the first one, but there was a math error in one of them, and some numbers that were wrong.

Mike Cote: Yeah, there were lots of math errors in those.

Mayor Newlands: And I think it wasn't a math error, it was just wrong numbers put in.

Councilman West: Chief, do you keep a maintenance record on every vehicle?

Chief Phillips: Yes, Sir, we do.

Mayor Newlands: He has a book for every vehicle.

Councilman West: Okay and...

Chief Phillips: And after this year, we keep a spreadsheet on every vehicle, like we do now, so if this happens next year, we'll be able to have... That was part of the problem, they wanted something that we didn't really have at our fingertips without doing a lot of research and we had to do a lot of research, so next year it will be so much simpler.

Councilman West: Now, I've got a question for you. You find that you have problem with one car, more so than another?

Chief Phillips: Not necessarily, no.

Councilman West: You know because you get, with all these electronic gizmos and all those bells and whistles, you never know if one car is going to give you more problems than another, with all that electronic stuff.

Chief Phillips: Not normally, but I won't say sometimes it may not have been one. Normally, they're all about the same pretty much.

Mayor Newlands: They're having a problem right now with the paint on the Crown Vics, so that's a Ford issue that... That's the only thing that's consistent

Chief Phillips: We tried to get them to take care of it under warranty, years ago, but after 36,000 and three years, they were done with us.

Councilman West: Have you got those records?

Chief Phillips: Yes.

Councilman West: That you corresponded with them.

Chief Phillips: Oh, absolutely, yes.

Councilman West: I'd stay on them.

Chief Phillips: What happened after the warranty goes off, there's nothing they'll do about it.

Councilman West: No.

Mayor Newlands: I think it started after the warranty went off.

Chief Phillips: That's what I'm saying, after the warranty went off, that's when we started having problems with the paint.

Councilman West: That's Ford for you. You don't want my comments on that one.

Mike Cote: And just to maybe add a little and make it a little easier for Councilwoman Jones and Councilwoman Patterson; I mean, the numbers in the budget are basically the same numbers from Version 2. This one that you have tonight didn't really change, except for one or two numbers.

Chief Phillips: Where I added money to different line items, from a grant.

Mayor Newlands: You mean revenue.

Mike Cote: No. No, this additional \$5,000 in gas.

Mayor Newlands: Right and that's explained in the email I sent to Council, as well.

Mike Cote: But that took it from \$30,000 from Version 1, \$35,000 in Version 2 to \$40,000 in Version 3.

Mayor Newlands: That's correct.

Councilman West: I've got a question on this gas deal. Could the town get involved with the State on this gas card program and get the gas a lot cheaper?

Chief Phillips: We already are.

Mayor Newlands: We already do that.

Councilman West: Okay. I just asked.

Mayor Newlands: We don't pay taxes. We have...

Chief Phillips: We're tax exempt.

Mayor Newlands: What's the name of the card?

Chief Phillips: Rights.

Mayor Newlands: Right Express, it's the name for the card, isn't it? So we do that. We don't pay taxes, Federal or State taxes on the gas and they're allowed to go to any of the local gas stations with those cards and we do the same with the maintenance, with the water guys. They go to Sherman for their diesel and on most of them we don't pay taxes; one of them we caught recently that they were charging us taxes on. We got it fixed.

Mike Cote: This is a combination question on that particular item. Basically, from Version 1 to

Version 3, we've increased that 33-1/3%, but when we increase the gas and the oil for the Water Department, we only gave them about half of that. Does that mean that the Water Department did better at their first guess?

Mayor Newlands: I don't know about the Water Department, I know we're currently at around \$40,000 right now for the Police Department with fuel. There's a lot of... I mean, you've got a lot of vehicles on the road and when they were first did this in May, I think we were at around \$30,000, that's why they kept it at \$30,000; so the actuals have gone up quite a bit.

Chief Phillips: The \$35,000 on there. I thought that came from the budget we did and I added the extra \$5,000 to that. I didn't... Unless I missed something through all the paperwork we had.

Mike Cote: Well, my recollection and I have Version 2 here somewhere where I made the note, is it showed \$30,000, plus \$5,000 that you wanted from the Sussex County Grant, to bring the total to \$35,000 and then this Version 3, takes it from \$35,000 to \$40,000.

Mayor Newlands: Because the actuals right now are at \$40,000, so we probably have one more bill that we'll pay for gas this season. And we're going to take a look at it. We don't know if there's something wrong in there that's causing it to be up a little high.

Mike Cote: Yes.

Mayor Newlands: We have more vehicles on the road then we did earlier last year, because of the recruits. Do we get anything paid back on the _____ for the gas?

Chief Phillips: For the what?

Mayor Newlands: The gas.

Chief Phillips: No. I also, if you'll notice, I added \$2,000 auto repair also on there and another \$500 to equipment repair also.

Mike Cote: I don't know if we have an order to this, but I had a question on a couple of the other numbers in Version 3.

Mayor Newlands: On the police?

Mike Cote: On the police.

Mayor Newlands: Well we're working on the police, we might as well just stay on it.

Mike Cote: Okay and this...

Mayor Newlands: Can you tell us what page you're on?

Mike Cote: I'm on the first page of it.

Mayor Newlands: Okay.

Mike Cote: It's the overtime calculations. The salary line shows a 10% requested increase and then we have the two overtime lines. Was the 10% increase factored into the overtime numbers or do we need to add whatever potential increase there is, to the overtime numbers?

Mayor Newlands: I think in all cases, we have to add the increase to the overtime numbers; because we have overtime in the Water Department. I don't think we did that.

Mike Cote: I'm not sure and they were kind of done separately, so I didn't know and this one originally had a larger increase then we were...

Mayor Newlands: He's asking for 10% and I think we're trying to settle on 8%, somewhere along the line.

Chief Phillips: The bottom line is, this budget is the same we had last year and the same one we had the year before; and the only difference we're asking for is a pay raise, because we haven't had a pay raise going on six years, so that's the only difference between the two budgets, to be honest with you.

Mike Cote: Well, I was just trying to figure out we needed to add or subtract from the overtime, the \$51,000 in overtime.

Chief Phillips: Right.

Councilwoman Patterson: Okay, where did we get \$51,000?

Mike Cote: It's \$35,000...

Councilwoman Patterson: Right.

Mike Cote: And then that's OT Regular and OT Holidays is \$16,000 and change.

Mayor Newlands: Okay.

Councilwoman Patterson: So we're adding 10% onto that? Or are those the numbers?

Mike Cote: That's what I'm trying to determine.

Mayor Newlands: Yes, that would have to have 10%; that would have to have 8% added on; whatever percent we look at, we would have to add it to that, as well.

Mike Cote: But were the original numbers... The original salary number has the 10% in it; did the overtime... I guess the question is, when they did the work to come up with \$35,000 and \$16,000, did they add the 10%? Is the 10% already factored in that?

Mayor Newlands: Mr. Abbott, how did you do that initially? Because the spreadsheet I modified, did not have the 10% in the... Actually, when Mr. Abbott put his numbers together, he was only working on 8%, not 10%.

Mike Cote: Well his number for overtime is significantly different then this.

Mayor Newlands: Yes.

Mike Cote: So you're saying we have to add something to the \$51,000.

Mayor Newlands: Yes.

Win Abbott: Here's the short answer to your question about how I did it. What I did first was take a look at the total number of hours that would be necessary to fill overtime and then did an estimate of what would be necessary to complete those hours and then some, which was a lot less than what is calculated. It's in the book here. I'll refer to the page.

Mayor Newlands: Is that the new rate or the old rate?

Win Abbott: It had nothing to do with the rate. Okay? What it had to do with is the number of hours... Okay, it did incorporate the new rate at 8% for some persons and 3% for other persons, but the real driving factor was an analysis of the total number of hours that I found were necessary in order to cover all shifts 24 hours a day, 365 days a year. And then, that amount that I suggested was approximately twice that.

Mayor Newlands: Twice?

Win Abbott: Just a moment, I'll find the page.

Mayor Newlands: Okay. I think the answer is maybe.

Councilwoman Patterson: Well because this is the frustration. We're trying to figure out which numbers we're using, because this 5100 line item, Salary, \$476,060, and then a 10% increase on top of that?

Mayor Newlands: No, that is with the 10% increase.

Councilwoman Jones: No, that is the 10%.

Councilwoman Patterson: That is the 10% on that, but then in the budget that I'm looking at from Tuesday night, the proposed is \$4...

Mayor Newlands: See you're not supposed to see this. It's like making sausage, you're not supposed to see the sausage. And I'm not be flippant about it. I'm just basically saying that this is what the Finance Committee was supposed to work from to get this document

Councilwoman Patterson: Because basically... Right. But we didn't get. So we're here and I'm just trying to...

Mayor Newlands: No I understand that. That's what I'm trying to explain to you, so that you'll see different things.

Councilwoman Patterson: Being new to Council, I want to make sure it's affordable and it's sustainable.

Mayor Newlands: Yup. Yup.

Councilwoman Patterson: And so that's where I'm... Okay.

Mayor Newlands: And one of the things different in the way this is laid out vs. what Mr. Abbott

did, I don't like and I know some of the Finance Committee likes doing it; I don't like putting the increases into the final proposed budget, because that means you've assumed we're going to get it, so I leave the salaries as is and I add them off to the side so you can pick and choose what percentages you want to use...

Councilwoman Patterson: Okay.

Mayor Newlands: I use different categories. I do that for visual aids, because I like to see them better myself so I can see what it is today, what we're proposing for COLA, what we're proposing for longevity raises. That way you can visually see that and it will bring out any anomalies as Mr. Cote is saying, if we didn't do it on overtime, we... Excuse me, Ms. Suthard, either you be quiet or leave. We're having a workshop here.

Denise Suthard: I am a member of this town and I understand what you're saying, but you know it's a little hard to hold this in when you're spending my money.

Mayor Newlands: I understand that, but you can't be... I understand that, but they haven't had an increase in five years.

Denise Suthard: Longevity went out the window with a lot of people almost ten years ago.

Mayor Newlands: Please be quiet. So I like to see the difference and rightly so we may pick up an anomaly like we didn't include the increase, the 10% or 8% increases, in the overtime.

Councilwoman Patterson: Sure, I get that and I actually like that because then you can kind of see where we're going up to, but again, now that I'm a member of Council, I'm just trying to make sure if it's affordable and sustainable.

Mayor Newlands: Uh-huh.

Councilwoman Jones: Mr. Cote, may I ask a question, unless you had a thought to finish, I have a couple on the same OT line item.

Mike Cote: Okay.

Councilwoman Jones: Chief it says for \$35,000 overtime and then it has a list of items. Court is one. It's the first one. But it says, not traffic court, so what does this represent and does traffic court incur other overtime?

Chief Phillips: Basically since we've done the Call to Calendar, it's cut down on some of the court time for traffic charges; they try to take care of it in J.P. Court now, so one officer goes there and plays Monty Hall and works it out and then takes care of it.

Councilwoman Jones: Right.

Chief Phillips: The only other thing that would be was if they didn't take the plea there, it would be moved up to C.C.P., so but it should say Traffic and Criminal actually.

Councilwoman Jones: Okay, so we're not expecting any other increase from Traffic Court per se. This actually covers court expenses of all sorts.

Chief Phillips: I'm not sure I follow you. Say it one more time please.

Councilwoman Jones: Well it says here Not Traffic, so if it's not Traffic, then where do we see the overtime for an officer attending the Let's Make A Deal at Traffic Court? Does it incur overtime?

Chief Phillips: Well, it depends on whether it's on a day off at C.C.P. At C.C.P. or Superior Court, those normally follow on your day's off. J.P. Court tries to schedule everything Traffic while you're working, so usually Traffic all stays in J.P. Court; very seldom does it go up to the other, unless it's a DUI, a felony or a transfer, but most of the Traffic stays in J.P. Court.

Mayor Newlands: And when you do Call to the Calendar that's what, once a month?

Chief Phillips: Twice a month now.

Mayor Newlands: Twice a month now?

Chief Phillips: Yes.

Mayor Newlands: And Cornwell goes normally?

Chief Phillips: Cornwell, yes.

Mayor Newlands: So we don't... Cornwell will go to Call to Calendar so it's on his regular shift.

Councilwoman Jones: Okay.

Mayor Newlands: So there's no... For Regular Traffic Court, let's use it that way; for the first time a person's going to Traffic Court, they'll sit in front of Cornwell on his regular duty, so unless it's an exception, there's no extra cost for Traffic Court.

Councilwoman Jones: Okay. Under Town Events and 5-K Runs, I exclude parades because I believe they're all town driven and some of the Town Events are too, but are those pass through overtime costs? Do we charge the sponsors for extra police coverage if we have a 5-K run or we have the Irish Eyes Parade; and I hesitate to say that because if the town is not making a monetary contribution, then oftentimes the town makes that contribution in the form of police coverage?

Chief Phillips: At this time, we are not. I know that Rehoboth and Lewes have started charging them and that's why they're here with us, because we don't charge them, but if the town decided to charge them I have no problem with that, either. But I do know for a fact that they've told me that the reason they come here to do all this is because we don't charge them and plus, I believe it's good for the town at this stage of the game, you know, for businesses and...

Councilwoman Jones: And they're not running away from the number of runs in Rehoboth Beach because we charge them.

Chief Phillips: Right.

Councilwoman Jones: They're only increasing.

Mayor Newlands: What do you mean? I don't understand that.

Councilwoman Jones: I'm saying that when we have an Events Coordinator come in, in particular Seashore Striders, which I'm going to assume run these 5-K's...

Chief Phillips: Yes, yes, Ma'am. Yes, Tim.

Councilwoman Jones: He comes in at the beginning of the year and speaks with the Town Manager. They go over a race schedule. It is then passed to the Police Department. The Police Department then meets on each Friday, the Shift Commander who will be in charge of the races on either that Saturday or Sunday; and then depending on that manpower, a fixed rate is charged per officer doing that particular event. And that's why I said that's a pass through. Right now for events, 5-K's, we have... that is not a pass through; that is all absorbed by Town.

Mayor Newlands: That's correct and that's why Dogfish moved their race from Rehoboth to Milton, because Rehoboth was charging and they didn't want to pay it.

Chief Phillips: The only thing I can say in defense, it depends on how many people they anticipate. One they anticipated like 2,000, almost 2,000 people and we did bring extra people in, but if it's only like a handful 100 or something, 200 or 300, the regular duty people try to take care of that. It all depends on what he feels is coming and I want to be prepared for... you know, make sure nobody gets injured.

Councilwoman Jones: The other question I had under overtime is Training. The first information that I received on officer's being paid time and half to go to Training, actually came from the Mayor and I was a little taken aback that the Training, and I'm not sure where the officers go or where they take their training, but that it is on their day's off and not their scheduled days of work, which would give them a straight rate, rather than time and a half. I know that's a scheduling issue, but my issue is that training really is not only for better performance on the job, but it actually translates very nicely onto your resume and I just wonder, to myself, that seems rather expensive if not almost excessive to pay an employee time and a half to go to training.

Chief Phillips: Well the only problem we have is that most of that has occurred on the firing range, when we go to the firing range, three times a year; so the regular duty people stay on shift and the other people come in for one day and do their shooting three times a year.

Mayor Newlands: It's a manpower issues, as opposed to you have to have guys on the street here vs. people in Bridgeville. We can't take them off the road here and have them in Bridgeville on the shoot, so they have to do it on their day off.

Chief Phillips: If we had our own firing range in town, we might be able to do something differently, but we're all the way over in Bridgeville at the firing range over there.

Councilwoman Jones: And so you feel that the greatest amount of training overtime, comes from the range? You can say that the percentage of overtime incurred by Training, you feel, is the majority at the firing range three times a year?

Chief Phillips: I can swear to that, but that's where...

Councilwoman Jones: I don't want you to swear to it.

Chief Phillips: That's where a lot of it does occur, yes. Other than that, most of them either... we have CPR we try to do it while we're on duty and different things like that; have the instructor come in there then.

Councilwoman Jones: Thank you.

Mayor Newlands: Mr. Cote:

Mike Cote: I'm not sure what else I have at the moment. Most of the other numbers are all similar, are all basically almost the same, other than gas keeps going up...

Mayor Newlands: And fines keep going up, so they kind of actually run... I shouldn't say they run parallel, but the fine monies up, as well.

Mike Cote: And I wouldn't want to be the one to start the discussion about how much of the gas is commuting miles.

Mayor Newlands: It's actually not that much.

Jim Crellin: I have a question concerning overtime for computer repairs. How does that work?

Councilman Lester: I think, Michael, didn't you make that calculation based on actual hours that came out to, I think you remember coming up with something like \$50 an hour, or something?

Mike Cote: Oh, I don't recall. If I did have a number of what it was per hour, it was off of one of Mr. Abbott's schedules where he compiled the overtime hours by individual and rate.

Councilman Lester: And this is for Captain Cornwell. He spends the time doing the computer hours and I think it worked out less than what we pay an outside...

Mayor Newlands: Town Hall has about 12 or 13 computers and we're paying \$100 an hour for somebody to come in and maintain the computers and the server. He's here 2 hours every two weeks; it runs a little over \$5,000, \$5,500 to do that. The police, I don't know how many...

Chief Phillips: We have about, counting laptops and everything, probably about 20, 20 something.

Mayor Newlands: Yes, about 20 with the laptops. The other thing is you need to have somebody here who can work on a laptop on a weekend, at night, so they have different logistics than a regular office does. So Captain Cornwell...

Jim Crellin: So these are the computers in the cars?

Mayor Newlands: Both. Office computers and the cars, so Town Hall incurs a \$5,000, \$5,500 expense for just equipment maintenance for computers and the police, they just have whatever overtime Cornwell has at his rate. So we get charged... Town Hall gets charged \$100 an hour and whatever Cornwell's rate is, it's not that. He would love to get that per hour for computer work.

Chief Phillips: When he's there, when he's on regular duty he fixed it, but if he gets called in on a Saturday or a Sunday...

Jim Crellin: But he doesn't do some on regular time?

Chief Phillips: Preventive maintenance? Yes, Sir, absolutely, yes Sir.

Mayor Newlands: Yes, this is an exception, it's not everything. And lately they upgraded some machines, they got computers in from the Military; they came in without hard drives; they

swapped out hard drives from older computers, sent them up to DELJIS, DELJIS set them all up, put Windows 7 on them for them, got them all ready to go with all the security software and all they had to do was come back down and put Office on them and anything else they would normally do for any computer. So that's how they did their upgrades this year. Does that help with what you were asking for? Councilwoman Jones? Councilwoman Patterson?

Councilwoman Patterson: I think so.

Councilwoman Jones: Helpful, but it makes the process very long. Are we still on page 1? Are you still reviewing and are we still going through this?

Mayor Newlands: Page 1 of...

Councilwoman Jones: The Police.

Mayor Newlands: We only jumped into the police one, so we haven't really started anything yet, so we just jumped into this because of the one report.

Councilwoman Jones: Okay.

Mayor Newlands: I just wanted to go over the revisions that I did. I just wanted to mention that Economic Development had asked for \$6,500 and I had made it \$1,000, because the \$6,500 was a lot of money for them to start off with; this will be their second year getting money from us and I don't think they've spent part of the \$1,000 that we gave them last year.

Councilwoman Jones: Actually, I would like to speak to this, if I may? I may choose to speak as a member of the Economic Development Committee in September's meeting, as well. But yes, we have spent that money and we've spent the money that we raised at the Bake Sale last fall. I know that Mr. Abbott did not include the \$6,500 requested in the budget, because he said we did not have a business plan and he was correct in saying that. What we did do was go among members and decide which events, which items took priority, advertising and promotion was definitely one of them. If the Town of Milton doesn't want to give the Economic Development Committee any more than \$1,000, then the Town of Milton really is not investing in itself whatsoever. I can find no other money that goes towards Economic Development in this town, than this \$1,000 and the second is, if all you're going to give is \$1,000, then I personally am going to come back to this Council, or you Mr. Mayor, and ask you for... to charge you with telling the Economic Development Committee what you want to do, to improve the economic well being in this town on \$1,000 a year, because the answer is hardly anything. \$1,000 budget to promote this town, even scabbing onto the other events that are taking place, can barely be done with \$1,000, so \$1,000 to the Economic Development Committee, that's fine, but I will be calling through my Chairman of the Economic Development Committee for direction from you Mr. Mayor and this Council of what you expect the Economic Development Committee to do with \$1,000 in this town.

Mayor Newlands: It's not what I expect them to do with \$1,000; it's that I don't think we know what they're going to do with \$6,500; that's the bigger question.

Councilwoman Jones: I believe it's spelled out on this sheet. Advertise, advertise, advertise. There are six lines here indicating advertisement, there is a line for special continuing education money for the Economic Development Committee to attend a couple of workshops, if they're able. We even recommended that the town, this is outside of giving money to the Economic Development Committee, that the town sponsor a portion of the Horseshoe Crab Festival by giving \$1,000, adding a line to the maintenance department budget to pay for additional signs in this town or in some cases, signs at all, in this town. They also recommended to the town the farthest on the spectrum of money, a possible events coordinator, which has begun to show good results in towns like Berlin, which were dying and if you talk to their people now, they'll tell you they are an events driven community. It brings people in. If you're showing your best face and events are taking place and people are coming in, I believe some of those people as a spinoff will begin to look and maybe investigate Milton as a place they might like to open a

business. But \$1,000 and that's all that Milton chooses to invest in it's economic well being.

Mayor Newlands: It's up to Council, number one. Number two, I think they need to come in and demonstrate why they need that money, besides just writing it up and tell us what the return on investment they expect to give us.

Councilwoman Jones: What do you want them to give you, other than that they choose to advertise in these locations or these magazines or these places? What else do you want?

Mayor Newlands: The benefit they derive from the advertisements?

Councilwoman Jones: How would we know, we've never done it?

Jim Crellin: How would anybody know? I'm on the Economic Development Committee also and I believe that not only for the Economic Development Committee, but for all of the committee's that I serve on, I don't know that I've ever seen a statement from the Mayor and Council as to what is expected of that committee. So I think it's Mayor and Council's responsibility to tell each of the committees what they expect them to do and then to provide the funding to do it.

Mayor Newlands: Economic Development's one of the only; actually it is the only committee asking for funding and it's asking for a decent amount of money and I think we need to know what we're going to get back vs. what the Chamber does, vs. what the Downtown Merchant's Association does. You have three parallel organizations doing things and you're the only ones asking for money.

Jim Crellin: Okay, the Mayor and Council have developed, or they have designated a committee for Economic Development. They need to be told, the committee needs to be told, what is expected of them and if that's not done, there's no sense having the Economic Development Committee.

Mayor Newlands: Okay.

Councilwoman Jones: And I will say during the times when that group came before Council to be recognized as a group, they put together a plan on what they wanted to do. That was to raise awareness in downtown; Economic Development is a very broad definition, but I can tell you that with the \$1,000 that we were given last year, plus the \$570 that was raised in a Bake Sale, we weren't able to do any of the things that we're asking to do and me, personally, and Mr. Crellin can comment on this and I wish he would, I don't see the Economic Development Committee as the third leg in this group. We have the Chamber, we have the Downtown Merchant's Association. The Economic Development Committee right now is working with both of them, but not as a third party. The Economic Development Committee got in with the Chamber's event last Saturday. The Economic Development Committee sponsored the Bake Sale with the Downtown Merchant's Association last year. You'll find here that things like preparing a brochure, advertising in a Sussex County profile which Mike Clark who's a member of both the Chamber and the Committee, says that has a 10,000 person circulation for \$1,500 bucks. We thought that was a fairly good deal. Advertising the events in local newspapers, procuring banners for temporary directions for visitors to the town events, this was all included in the budget and we went through this as the Economic Development Committee and I can only tell you I have no idea what your expectations are, or the citizens expectations are, but I can tell you the citizens review of the Economic Development Committee has not been good and part of that is because the Economic Development Committee has no money to do anything. It's a Catch-22 situation. You would have us do more and that would be fine and I felt that putting this budget request together was showing you that we had a willingness to do more, but you cannot promote this town on \$1,000 a year.

Mayor Newlands: I just think it's a lot. I just personally think it's a lot of money coming out of the gate as a first or second request. This is not a Public Hearing. Not tonight, no. Let me just explain. The only reason that Mr. Crellin and Mr. Cote comment is because this is a joint

meeting with the Finance Committee so we use them as consultants. I just wanted to explain, that's all.

Councilwoman Jones: Okay, then, my alternative suggestion would be if you think \$1,000 is too much and the committee has actually come forth and made recommendations for spending town allocated money, the town; that is Milton investing in itself; I can't find anywhere in this budget where Milton is investing in itself. If you don't want to give the Economic Development Committee money, that's fine, but make a line item to promote ourselves somewhere. We're not going to see economic development for another year, housing growth or anything else.

Mayor Newlands: Housing growth is up. The builder's are doing that on their own. They're doing a fine job.

Councilwoman Jones: Well and that's great, but that's not necessarily bringing awareness to the Town of Milton.

Mayor Newlands: Well since you're on Economic Development, you should put in the suggestion as to what you would like to see.

Councilwoman Jones: I did. I was one of...

Mayor Newlands: We're just thinking \$6,500 – it's something that Council will vote on.

Councilwoman Jones: This sheet does not have \$6,500 written on it without any other information. How can you ignore the rest of the information?

Mayor Newlands: I'm just saying that Council can work on it together.

Councilwoman Jones: But you're saying \$6,500.

Mayor Newlands: That's what we were given is a number.

Councilwoman Jones: Correct. Correct, but it was given with an explanation.

Mayor Newlands: I could make up explanations for \$6,500 in a second, too.

Councilman Lester: I don't recall seeing that.

Councilwoman Patterson: I have to admit, I have not seen that either.

Councilwoman Jones: This was...

Councilman Lester: I think what you're proposing a budget, you want all the full assumptions. It's one thing to say I'm going to advertise in Beach Life and I'm going to do all these other things. I think at some point you need to sit down with the Chamber, because they “supposedly” work with Delaware or Sussex County Tourist Development. My gut feeling of what they're doing is it simply revolves around their Chamber Members. It's not really the town, so I think we can take them out of the picture. I think the only group here is Kathryn Greig's group that is actually promoting the town. I would like to see maybe one or two members of your committee get together with Kathryn. She seems to have better ideas, because I really in the year's I've been here, I haven't seen anything come out of the Economic Development Committee, ever since I've moved here.

Councilwoman Jones: And we would like to support Kathryn and it says support the events that are taking place here. Is \$6,500 a jump from last year? It certainly is. Quite frankly, this budget was narrowed down.

Mayor Newlands: But I can't see you advertising the things that the Chamber's advertising. Why would we have duplicate advertising. It's their event.

Councilwoman Jones: It's not just the Chamber.

Mayor Newlands: Let me finish. But they're making money on these events, the Chamber; or they're trying to make money on these events. Why would we advertise for them?

Councilwoman Jones: Because every time that Chamber event takes place in that park it brings people to this town and benefits the merchant's who operate in this town.

Mayor Newlands: Right, but that should have been done through their advertisements. We shouldn't be piggy backing on what they're doing. If we're doing something different, that's one thing; but if we're not, then we're just spending money on top of their money.

Councilwoman Patterson: See the Chamber is, you have to belong, so you pay your money to belong to the Chamber.

Mayor Newlands: I'm just talking about the ads.

Councilwoman Patterson: Okay.

Mayor Newlands: If we're going to do advertising on top of their advertising, I don't see that.

Councilwoman Patterson: It looks like, because I'm looking over Marion's shoulder, so I can sort of read this and I apologize because I have not seen this and it is, \$6,500 is a lot of money, but it looks like there are some things broken down and again, Council can talk about this, but signage and...

Mayor Newlands: I've told Economic Development that if they want some signs for the parking lot, where the public parking is, they're \$35 apiece. I told them we'd pay for them. We have the money to do that in Public Works. It's a few dollars. It's not much money.

Councilwoman Patterson: That's the first I...

Mayor Newlands: Because it's not much money to even bring up to Council, it's \$35.

Councilwoman Patterson: Okay, that's a start. I did not realize that.

Mayor Newlands: Am I correct? What's that? Just to put up a parking sign up on the pole just to say municipal parking lot. What does a stop sign cost you?

Allen Atkins: They're more than \$35, I don't know what the cost is.

Mayor Newlands: But they're not a lot of money. Excuse me please.

Councilwoman Jones: And we're also talking about signs in front of H. O. Brittingham School, because we had a member of the soccer group come in and say we have 3,500 people who pass through here and they don't know there is a downtown. They go right out on Mulberry Street, get back on 16 and go where they want to go. How many people go through the brewery every week and there's not a sign at the exit of that brewery that tells you that there are services in town.

Mayor Newlands: There was supposed to be a group... There was a group getting together to talk about the signage and I don't know what happened to that group.

Councilwoman Jones: Well that illusive group, you know... that's one thing, but if Economic Development Committee is willing to take this on and make recommendations for these signs, if you don't budget for it now, maybe it won't be there and again, the Economic Development Committee broke this recommendation down so that it would include the town budgeting some of this signage and the town making contributions.

Mayor Newlands: I have no problem with the town doing some of the signage. I have no problem whatsoever, because it should be done under the town's control and the police control, so we know we're not interfering with anything safety-wise. Is that all detailed in that report? How much for signage? How much for advertising?

Councilwoman Patterson: No, I think signage really is sort of it's own entity because I worked with that a little bit and it's...

Mayor Newlands: Right. Right. I know that that effort was going on to have a lot of signage put up.

Councilwoman Patterson: But even in terms of Economic Development Committee, one of the things that it really... We have Downtown Milton and then the Chamber again, is for Chamber members, but I do understand that there's a little bit of good will with the town working with the business owners down here and by us promoting ourselves it may make us look good on paper or just even out and about with other businesses looking to possibly relocate, so...

Mayor Newlands: I just don't see double advertising events that the Chamber's already advertising. That doesn't make any sense to me. If their advertisements need to be tweaked a little bit, go to them and tell them to tweak them a little bit to input the things that you want in there, and that way you're not spending the money.

Councilwoman Jones: And the advertising...

Mayor Newlands: I mean, you need to have a little bit of cohesive work with these people and maybe we can get them to do what we need to do at no cost to us.

Councilwoman Jones: But the advertising isn't just for the Chamber's events.

Mayor Newlands: I said for those that do duplicate the Chamber's events, we need to look at them separately and not do them. If there's others to be done, then we need to look at those, as well, that's different, but we shouldn't be duplicating anything that the Chamber is doing. I see that as a waste of money. I'm sorry. If their advertisements are not effective enough to do what Economic Development wants to do, then Economic Development should go to them and say we would like to adjust this advertisement a little bit, so it would help out Economic Development and be a partner with them.

Councilwoman Jones: Some of this advertisement has nothing to do with Chamber or Downtown Merchant's brochures...

Mayor Newlands: I hear that.

Councilwoman Jones: Some of it has to do with simply promoting the Town of Milton.

Mayor Newlands: I hear that and I understand that. I'm saying just get rid of the stuff that's duplicate with the Chamber. Get rid of that money. You don't need to spend that. And then let's see what else you have and then let's discuss what else you have and until we know what the separate, distinct things are that you want to discuss with town, then we'll discuss those items. But to discuss things that are duplicate, I don't see any need for that.

Councilwoman Jones: Mr. Crellin are you anywhere near as confused as I am as to what we are being charged to do?

Lynn Ekelund: Excuse me. I have a problem with Mr. Crellin as a member of the Economic Development Committee. If he wants to act as Mayor Newlands just said, as a member of the Finance Committee, fine. If not, throw it open to the public.

Councilwoman Jones: You're right. She's right. I apologize. You're right.

Jim Crellin: This is Jim Crellin and I'm speaking as a Finance Committee member. It seems to me that if the town is going to do anything to promote itself, it needs to include something in the budget and \$1,000 I don't think is going to do it. There are, for instance, or there is a good possibility of getting people in here on something other than the Kayak Race to promote canoeing and kayaking in the river. That will bring people into town and that doesn't compete with anybody else. It's something unique that this town has.

Mayor Newlands: All I'm saying is we should not be advertising something that's already advertised.

Jim Crellin: I don't know that anybody said that's what we're going to do.

Mayor Newlands: I thought that's what you said you were going to do.

Councilwoman Jones: The only place that I, on quick glance, there's two places the Chamber is mentioned here. One is under making the recommendation to the town itself to sponsor a portion of the Horseshoe Crab Festival. That's one. The other is written to say prepare a brochure for the town, in addition to the Chamber of Commerce and Downtown Merchant's brochures, which advertise the businesses. We wanted to put something together that advertised a calendar of events, something that draws you here, shows the potential for what is here in Milton and may not have anything to do with any specific business represented by the Chamber.

Councilwoman Patterson: That actually could work. I understand that it's on the website, but not everybody... Like I was in Lewes, I grabbed their Chamber... It wasn't the Chamber, but Lewes had a list of all the events. But a brochure like that I could see working, because we would have the list of the Milton events, but you could also promote our beautiful park, the fact that the pond, Wagamon's Pond is actually excellent for paddle boarding, because it's easy in, easy out; and that's a huge new sport that's taking off. The canoeing on the Broadkill and things like that,

so you could put some nice pictures with possibly the logo and the events and Economic Development Committee could do that and that could be dropped off in several places and that is different, above and beyond...

Mayor Newlands: I think that would have been nice to have seen in the report as to what you want to do...

Councilwoman Patterson: Well and that's the problem with Economic Development Committee. It's frustrating because there are some great ideas and it's massaging it until we can actually come up with something.

Mayor Newlands: But partnering on Horseshoe Crab Festival, I can't see doing that and I don't want to pick on the Horseshoe Crab Festival, per se, but I think partnering with anybody, I don't think we should be doing that, number one.

Councilwoman Patterson: Mr. Mayor, I understand that.

Mayor Newlands: And I think we should be coordinating with all of them to make sure that we're not duplicating anything in the brochures and that we don't have any conflicts in the brochures. If you're going to create a brochure, like Kristen just said, you don't want to be in conflict with the Downtown Merchant's Association brochures, as well and we should be looking for some of those people. If we're going to be advertising their businesses, we should be looking for money from some of those businesses.

Councilwoman Patterson: Sure.

Mayor Newlands: That's how Kathryn gets funded. She gets funded from all those businesses.

Chief Phillips: Excuse me, one second. Excuse me. I'm not really a stick in the mud, but you were talking about, what was it you called it, the paddle thing?

Councilwoman Patterson: The stand up paddle board?

Chief Phillips: The problem we have, is not to be a stick in the mud, but we need to change the ordinance. You're not allowed to swim in the waters in town.

Councilwoman Patterson: Okay, but you don't swim. They actually... if you fell in. They stand up. It's a big huge board.

Chief Phillips: I think it's a great thing, but there's no swimming...

Councilwoman Patterson: Okay, no they actually... you stand up.

Mayor Newlands: He may have a... It's not a row boat and it's not a canoe, it's...

Chief Phillips: I have no problem with it, I'm just saying we need to change the ordinance. I think it's great.

Mayor Newlands: Yes, yes. Write a note for that.

Councilwoman Patterson: I saw a guy actually paddle board almost all the way. It looked like he was going to Cape May and back on the ocean and he didn't fall overboard.

Mayor Newlands: I think we're spending a lot of time on this.

Councilwoman Patterson: We are.

Mayor Newlands: I think you need to come up...

Councilwoman Jones: To clarify.

Mayor Newlands: To get that clarified to us.

Councilwoman Jones: You talk about the businesses that we promote. I don't think the Economic Development Committee is in a position to pick and choose the businesses we promote. The Economic Development Committee is here to promote Milton.

Mayor Newlands: I understand that, but that's not what came out, so that needs to get rehashed.

Councilwoman Patterson: Can we get a copy of that?

Councilman Lester: Can I just say one last thing, just to close?

Mayor Newlands: Yes.

Councilman Lester: Among the emails we've had with folks in Heritage Creek, there's one gentleman who's business advising towns, etc. and I did ask him if he would give us some time

or he and I could get together to talk about this. I can't for the life of me, now, remember his name, but I have the email, but that will be a start. Maybe we can form a group to talk about this and get some outside, some advice.

Mayor Newlands: No more groups. I would like him to go to the Economic Development Committee, not form another group. We have enough groups.

Councilman Lester: Talk among themselves, sort of thing.

Mayor Newlands: Okay. That's fine. The Council can approve funding for anything during the year, also, so if for some reason at budget time this doesn't get funded and Economic Development comes up with some need for \$2,000 during the year, they can always get funded through town. The Council could always adopt additions to the budget during the year.

Councilwoman Jones: Careful. Always means everyone will be on board and we'll get a positive vote. You can't guarantee that.

Mayor Newlands: No, we can always, meaning the Council at every month we can approve additional money for things.

Councilwoman Jones: I understand that, but we were doing our jobs by providing a budget as requested in a timely manner.

Mayor Newlands: I understand that. Let's get this moving along. Win, Paychex issues, the HR stuff that you were talking about.

Win Abbott: Yes, Sir.

Mayor Newlands: I split that out from insurance because I just didn't like it sitting as insurance, so I lowered the insurance number down, which was just for everybody's purpose. It's Admin 5400 Insurance. I lowered that down to \$20,000 because that's probably where it needs to sit for true insurance costs and the Paychex I felt that that may have been a one time event and I wanted to get that separated out so that people aren't thinking that we're going to have \$30,000 a year ongoing with insurances.

Councilwoman Patterson: You said Admin 5400 needs to drop it to...

Mayor Newlands: No, I dropped it. It's on the spreadsheet that I handed out, Version 2. It's dropped to \$20,000 already. It should be dropped already.

Councilwoman Patterson: Oh, it is, okay.

Mayor Newlands: Did you get a new...

Councilwoman Jones: Wait a minute.

Councilwoman Patterson: I have \$29,000.

Mayor Newlands: I sent everybody yesterday a new spreadsheet.

Councilman West: I have \$28,000 Mr. Mayor.

Mayor Newlands: You didn't get an email from me last night?

Councilwoman Jones: Insurance \$20,000?

Mayor Newlands: Yes. Hold on. Hold on. Hold on.

Councilwoman Patterson: I'll look at my emails.

Mayor Newlands: Yes, I sent it out last night.

Councilwoman Patterson: It's just with the changes we talked about. This reflects the changes we talked about Tuesday?

Councilman West: Which page are we on?

Mayor Newlands: Yes. I emailed them last night. I did email one last night with an apology that I couldn't get it into a PDF because for some reason the PDF writer wouldn't print the last column.

Councilwoman Patterson: I'll look again. I apologize. I didn't see it.

Mayor Newlands: Yes, it was sent at 6:30 last night.

Councilman Lester: The same ones I printed out.

Win Abbott: So Mr. Mayor, on line item 5400 Insurance within the Admin department, the

Town Manager's budget had indicated \$29,350. This is consistent with what our actual insurance costs were, plus our deductibles that we've been paying this year, which includes our deductibles for claims for employment practices, as well as our unemployment insurance, in which case we're self-insured. The proposal that I had made was to keep it basically at the same level as we experienced in 2012, with the assumption that these deductible expenses were going to be greatly diminished because the things that were driving those claims are going to go away this year.

Mayor Newlands: Correct.

Win Abbott: And the expectation is that the actual amount of insurance attributed to Administrative department practices with the 4% increase for inflation would be \$16,127 and with the balance of this, I split it between this Paychex Human Resources Support Services at \$8,700 with \$4,533 left in the insurance category as deductible and contingency expenses that we don't know what they are yet, but we may have them.

Mayor Newlands: Oh, okay, I see. So it was \$16,000 what?

Win Abbott: \$16,127 is the actual insurance expense and then what I did was I simply split, you know, the Paychex HR Support Service is something where there's a one-time set up fee and then a monthly fee, but there's no contract, so you can stop it at any point at all.

Mayor Newlands: Okay.

Win Abbott: What I did was I simply split the suggested amount that we spend for that service with a reserve amount, to be held back, in case we have deductibles and other contingencies, claims against the town, for whatever reason during the coming year. So once again the amount that I had suggested for Paychex service was \$8,700 even. This leaves \$4,533 to be reserved for deductibles and contingencies in the coming year. My math was off by \$10.

Mayor Newlands: Okay, according to your write up here, the set up fee was \$3,725.

Win Abbott: Correct.

Mayor Newlands: And approximate monthly cost was \$1,000? That would be \$15,000 for that service, not equal.

Win Abbott: Yes. Once again, it does not have a contract. It can be stopped at any time. I think I estimated three or four months worth of use of this.

Mayor Newlands: Okay.

Win Abbott: I didn't suggest that we do it for 12 months.

Mayor Newlands: A lot of this was educational information for the staff.

Win Abbott: No, Sir, what it is basically, is a legal service for us to make sure that our policies and practices, our Employee Handbook and all, are consistent with State and Federal laws.

Mayor Newlands: Okay. So what I did was I left the insurances at... so I did it differently. So the \$20,000 should be \$20,500, line 5400; and the next line, that has no number to it yet should be \$8,700 only. I thought it was \$8,700 plus the \$4,500.

Councilwoman Jones: Wait a minute, what line is blank? Underneath...

Mayor Newlands: The line... 5400 for Insurance. That should be \$20,000.

Councilwoman Jones: Right. I have \$20,000 on my sheet.

Mayor Newlands: Right. There's a line below it that's got no number to it.

Councilwoman Jones: It has \$13,500 in it.

Mayor Newlands: Right. That \$13,500, should be \$8,700. I was adding his contingent and that belonged on the previous line. That's all.

Councilwoman Jones: And so the \$20,000 should be \$20,500.

Mayor Newlands: Right. Right. So that reduces our total expenses by \$5,000. I'm just going through the changes that I did. Oh, one of the other changes, when you look at Page 258 of 300. Kathryn Greig did approach me and asked for another \$1,000 for Downtown Beautification for flowers. They reduced that last year from \$4,000 to \$2,000 and they asked if that would be put

back to \$3,000. They said they regret ever going down from \$4,000. It's cost them dearly for the flowers. They actually submit the flower bills to town, so when we give them a limit of \$4,000 or \$3,000, they literally take their stack of bills and just go through them until they get to \$4,000 or whatever the number is and they submit those, so that's only a portion of what they spend for flowers for town. I don't see the full amount. I don't know what it is. I know they put an irrigation system in which cost a few grand.

Win Abbott: Approximately \$10,000 for the irrigation system.

Mayor Newlands: Was it that much? Yes.

Councilwoman Patterson: When was that put in?

Win Abbott: This spring.

Mayor Newlands: That was around the train station? Oh no. Did they do the train station yet Win? The train station is done and the parking lot.

Chief Phillips: The train, gazebo and parking lot.

Mayor Newlands: Okay.

Councilwoman Patterson: Thank you.

Councilwoman Jones: While we're just on this subject, quick question. Who is responsible for the maintenance of the flower beds in the park, especially around the gazebo?

Mayor Newlands: You ask Dustan and he'll tell you.

Dustan Russum: I can answer that for you. It's a good thing you brought that up. The gazebo, when it was being built I was told from the Garden Club that that would be their responsibility to maintain it and that we are not to touch it, because I guess we cannot properly trim bushes and pull weeds.

Councilwoman Jones: Okay.

Dustan Russum: The only thing we maintain over there are the little trees, the little odds and ends flower beds, but the gazebo, we don't touch.

Councilwoman Jones: Well, I will make this statement that it was filthy for that event on Saturday. Filthy.

Dustan Russum: I agree with you.

Councilwoman Jones: And it shows remnants of people hanging out there. It was actually embarrassment. It is filthy. There's no other word for it. Not just untrimmed. The whole back side that hand rail, that handicapped thing is loose. But that didn't speak anything about the trash and the weeds and the, pardon my expression, but the crap all over there. Inside the gazebo and out.

Dustan Russum: Well we do a trash run Mondays, Wednesdays, and Fridays in the park. Anything that happens between Friday and Monday.

Councilwoman Jones: Of course, the trash has to get into the cans.

Dustan Russum: Exactly.

Councilwoman Jones: That's an issue. While we're on the point of downtown beautification and I certainly, wholeheartedly support the Garden Club. They do a great amount of work here, but I would be amiss if I did not say that you're non-profit organizations known as the Cat Snippers do an awful lot of work in this town and although you may not drive by and see it, it's there and I suppose it's going to take a Cat Snipper's to come before Council and make their plea for money during the Public Hearing and September's meetings, but I do find we keep leaving them out. It may be because I'm so involved with them. It costs me an incredible amount of money to feed the colony of ferral cats that I have. The Cat Snippers have taken care and everybody's spayed and neutered and I don't have kittens anymore, but it's not cheap and they do a great service for this town. Again, you can't drive by and admire the flowers, but it's being done.

Mayor Newlands: Okay, let me go to the next item. Councilman Booros asked if I would break out in Streets, the pension and healthcare. I painstakingly did that. I have to talk to Mr. Atkins

just to make sure that I did the percentages right, because I based the percentages based on the percent of salary; so whatever the percent of salary was as the total for the Public Works group, that's what I used for the percent for pension and for health insurance.

Councilwoman Jones: So these new numbers are the break out figures?

Mayor Newlands: Yes. So we'll move some expenses up from water into the non-proprietary accounts.

Mike Cote: Excuse me. At the Tuesday meeting we talked about the possibility of adding something to the budget for the cost of creating or updating the financial, basically the financial handbook on the how's and the why's and the what to do/when and I don't think I found it in here. I know there was a short time to get it.

Mayor Newlands: There's an entry here on page 1 under 5200, right below it, for accounting procedures. The number is blank.

Mike Cote: Okay.

Mayor Newlands: And I know Mr. Abbott wanted to put in \$3,000 additional, just for additional CPA services in case we needed it, if we were not going to tap into Mr. Lester.

Councilman Lester: I can speak to that. I had a conversation with the lead audit person at PK&S and I sent her the 60 items, because they had not seen it. I asked them, I said I assume at some point we're going to merge these 60 with your recommendations and she said yes, at some point. So they're going to come in at some point... Well they're coming in in September, so we have to go through what the AOA recommends that we straighten out. They in turn will have their list of things and somehow we're going to merge it. The question comes about is how far do they go in... They can make certain recommendations to us, but they're going to get back to me to let me know if they step over the line in making management decision, which could be a problem. I also asked them if they were able to look at the books on a quarterly basis, just to make sure the accounting side is correct and then they could propose any journal entries; so they're taking that into consideration too, so I told them we need to know some sort of cost what it would be, but I think probably what they'll do is help us get all the internal control questions answered, show us how to put it into writing and we'll put it in writing. I think they're not going to do it, because that then becomes a management job.

Mike Cote: The putting it in writing and getting it all together is a big project.

Councilman Lester: Yes.

Mike Cote: Thank you.

Councilman Lester: Because if AOA came up with 60 items, I don't know how many items they've had... I mean things were really, really bad...

Mike Cote: And PK&S didn't want to leave after you gave them that list?

Councilman Lester: No.

Mayor Newlands: No, they're already under contract. They're done.

Councilman Lester: They're already well on their way to being through with 2011, but obviously they saw the same problems that AOA had seen, it's just a matter... They're pretty close.

Mayor Newlands: So until they come up with a merged list, we're not going to know what we're looking at?

Councilman Lester: Well they're going to sit down with us when they come in. I think it's on the 24th.

Mayor Newlands: Right, but until we get that report from them, the combined report of the two years...

Councilman Lester: Yes, we need their report too.

Mayor Newlands: Right, but once we get the combined report, we're not going to know what we're looking at as far as how many procedures we need and the scope of that project.

Councilman Lester: No. Some procedures have been put in place, but not everything. Then it has to be reduced, as lawyer's like to say, reduce it to writing.

Mayor Newlands: So that number's going to stay out there as a question mark, at least until...

Councilman Lester: Yes, unless he comes back to me, I spoke to him, we had a meeting on Monday; I spoke to her Tuesday morning. If they get back to me sooner then we have the next public meeting, then I'll have some idea.

Mayor Newlands: Okay, well if they're here on the 24th of September, we'll have the budget approved around that time anyway; we're not going to get a number from them. It's impossible if they're just coming in then.

Councilman Lester: Yes. Unless he calls us and says, this is probably what it would cost.

Mike Cote: Is it possible to put in a number as a... because we know it's going to cost something?

Mayor Newlands: Sure.

Mike Cote: And I'm guessing it would be more than \$3,000.

Councilman Lester: Yes.

Mike Cote: I'm thinking probably a minimum of \$10,000 or \$15,000.

Mayor Newlands: Really? That much?

Mike Cote: To put together all the details of what you need to do and unless... I don't know who's going to write it all up, but that in itself is a big project and I'm not... I might assist with it, but I'm not volunteering to do it and I know... and God bless you, Norman... so I would... something needs to be put in there to reflect that that activity is going to happen.

Mayor Newlands: Okay. So we'll put \$10,000 in there on the conservative side.

Councilwoman Jones: And what are you putting that in under.

Mayor Newlands: Under 5200 Accounting Fees on the first page, there's a line there that says Accounting Procedures, that would be there.

Councilman Lester: Mr. Mayor, we do have some documentation underway because Kalinofski did send us some procedures. Some of them were really just like screen shots of Edmunds Software and what has to be done and how to do it, so we may be able to utilize that and pull it together with whatever else needs to be done. I, for one, would accept your kind offer of assistance.

Mike Cote: Okay.

Councilwoman Jones: Mr. Mayor, I was actually looking at Page 2 under Streets, 5220 and my question...

Mayor Newlands: Hang on, let us get there. 52?

Councilwoman Jones: 20 and my question actually leads me back to page 1 under 5220 Admin, as well. Engineering Fees – question – does the Town of Milton have a contract with CABE Associates?

Mayor Newlands: No.

Councilwoman Jones: I keep seeing CABE Associates' name in here under Engineering Fees and that may just be redundant of what's been put on the list, but...

Mayor Newlands: You're right.

Councilwoman Jones: If you come over to 5220, Engineering Fees to CABE.

Mayor Newlands: I said you're right. It's redundant. It's just redundant.

Councilwoman Jones: Now, but if you go back to 5220 on Admin, which also says CABE Associates, are we expecting no engineering fees for Admin this year, is that correct, because they're zero?

Mayor Newlands: Correct.

Councilwoman Jones: Okay.

Mayor Newlands: Unless you have anything this year.

Win Abbott: No.

Mayor Newlands: No. The Engineering Fees for Admin would be maybe advice to us on certain things. For argument sake, with Shipbuilder's, if we had an engineer going out for that, we would include that in here, but generally everything is going to be under Building, under Code, or under Streets or Water because of those projects. We, per se, don't need the engineers. We try to get them at conferences where they're free.

Councilwoman Jones: Okay.

Mayor Newlands: Those were the adjustments that I had.

Councilwoman Jones: On that same second page, under 5801, Streets Repair and Maintenance, there's no figure in it projected this year, but I do see some figures below which indicate the engineer monitoring and the Shipbuilder's paving. Are we having no money in Repair and Maintenance of the Streets this year; outside of what is listed underneath; or is that it's total?

Mayor Newlands: I don't think we had anything in there, did you?

Councilwoman Jones: I have zero.

Mayor Newlands: No, I'm asking Mr. Abbott.

Councilwoman Jones: Oh, I'm sorry.

Win Abbott: The Town Manager's version of that had \$12,672 for that same line item. I have to go back and...

Mayor Newlands: But that's the amount of Municipal Street Aid money we got from...

Win Abbott: It probably is, yes.

Mayor Newlands: Yes, that's the Street money. We're using that for the Jerry's Paving. I shouldn't say Jerry's Paving, but for Shipbuilder's.

Councilwoman Jones: But we're not putting any funds in there whatsoever; possibility of street repairs or maintenance of?

Mayor Newlands: Yes, we should put money in there for that.

Councilwoman Jones: Yes, because our streets aren't all that spiffy.

Mayor Newlands: I know that. We should put at least \$5,000 for Streets.

Councilwoman Jones: Is that \$70,201.70 reflective of paving money and things that we got this year.

Mayor Newlands: That was a paving project we did out in Yew Street and Conwell Street and out in that area and that was all grant money that was paid, so we got that money back from the State. I think DelDOT came back with that. Alright so those conversations just put \$10,000 on top of the \$17,000 deficit that we have right now. \$10,000. We had Paychex, we removed \$5,000 for that; we added \$10,000 to expenses for Accounting Procedures and we just added... I'm sorry it should be \$15,000. No \$10,000 and we added \$5,000 for Street Repairs, so that's a net of \$10,000. Now I had put in there capital, we have a couple of Capital Improvement items on here that I think need to come out of the bank, as opposed to coming out of revenue. There's the server that we have budgeted for \$8,280. The camera that we budgeted for \$4,995 and I have paving down there. I have to see what that is. Hang on. Oh, paving, there's a difference in the paving cost between the amount of money that we get from the Municipal Street Aid and the State Representatives. If we do the Shipbuilder's project, there's a difference of \$3,656 that is not covered by grant money and grant funds, so we're going to have to fund that out of town. That's if we're using the \$43,000 estimate from Jerry's Paving, and of course, the engineering costs. So when you look at the streets and you look at the paving cost of \$43,000, the design cost for the engineers of \$7,000; \$2,000 for monitoring and then you go over to the revenue side, which is on page 8, we have \$23,000 from the State Representatives and \$12,672 twice from Municipal Street Aid. So that leaves a gap of \$3,656 that we would have to take out of savings.

Councilwoman Jones: And does that gap include the engineering design costs and the

engineering monitoring?

Mayor Newlands: Yes.

Councilwoman Jones: It does?

Mayor Newlands: Yes. That's what I just went over, those three items. I'll do it again. You go on page 2 to Streets, there's \$43,000, which was the estimate that we had last year for Jerry's Paving; \$7,000 for engineering design costs; \$2,000 for the engineering monitoring; that's \$52,000. Then on page 8 is where we get the grant money in from.

Mike Cote: On the revenue side, for the two grants, the Municipal Street Aid for 2012 and 2011; isn't that a "savings" item also. I mean that money's been sitting... If it wasn't designated for something else already, it's sitting in the back somewhere, right?

Mayor Newlands: Correct.

Mike Cote: Okay, so you want to show it as a revenue item.

Mayor Newlands: Oh, okay, you're talking about the 2012 – we haven't got it yet; 2011 we got already.

Mike Cote: Yes, the 2011 is...

Mayor Newlands: It's already accrued.

Mike Cote: It's already somewhere else.

Mayor Newlands: It is in the Municipal Street Aid, so that just ups my difference. That's fine.

Councilwoman Jones: So that shouldn't be there on the 2011?

Mayor Newlands: The one for 2011 should not be there. He is correct, but you add that in as a deficit and we're just taking it out of the bank anyway, so that just increases the total that I want to take out of the bank by \$12,600 and change. He's right. So my \$16,931 comes out to now \$29,603 and that's just the Capital Improvements on page 10. I have those three items there.

Councilwoman Jones: Wait a minute.

Mayor Newlands: It's on page 10. What I'm looking to do is to take the Capital Improvement items out of the savings accounts, as opposed to out of revenues.

Councilwoman Jones: The \$16,931?

Mayor Newlands: Yes, they're comprised of \$8,280 for the server, \$4,995 for the cameras for Town Hall and then I had included paving, which was the difference in what we had in funding money from... actually the other money too Mr. Cote, the \$23,000 we have on account from the State. That's someplace else also.

Mike Cote: Uh-huh.

Councilwoman Jones: I'm confused. I'm very confused.

Mayor Newlands: It's what pocket you're taking the money out of. So I'll go over it in a second. I'm building on what Mr. Cote said. We already have money on account. I had it included as revenue. It's already in a bank account someplace. Okay? He's just really going through what money's are going to come in vs. what money's we already have. This \$23,000 is really in DeIDOT right now. We haven't seen it yet. It's not in our bank, it's in DeIDOT. So it has to come in at some point. It's not here.

Mike Cote: Yes, if it's still... If we don't have it yet, then it's properly a revenue item.

Mayor Newlands: Then we're okay then. Alright. Okay, fine.

Councilman Lester: Right.

Mayor Newlands: All he's saying if you go to page 8, you see in Streets it's got Municipal Street Aid 2012 and 2011.

Councilwoman Jones: Yes and we took the...

Mayor Newlands: The money for 2011 is already in the bank; so I'm including it as revenue, but we already have that in the bank. So that's just really money we need to take out of the bank to fund the project. We got that check last year. So we're not getting that money again. It's an accounting issue, that's all; not a money issue. We already have the money. It's how it gets

booked.

Jim Crellin: Excuse me. For next year I would suggest a separate operating budget for the capital budget.

Mayor Newlands: That would be fine. I agree. That's sort of why I left the grants out of the budget, to do something similar to that, but now everybody wanted the grants in the budget. We're still going to keep the grants in the budget next year?

Win Abbott: Yes.

Mayor Newlands: And there is one item on the grants that we're going to investigate as soon as Kristy comes back. She's been out ill for a couple of days. The police EDIE money that they get for drug investigations, that gets charged... They bill that from their overtime, whenever they're doing drug work and we, I think, have been putting it to the police overtime, so it hasn't been booked properly. We don't have a separate line item for it here in the budget, nor do we have a separate line item for it in the Edmunds system, so we think we've been putting the money we get from a grant, we've been charging the overtime fund; so it overinflates the overtime by money we're getting back from the State. So we'll look at that next week. Highway Safety is fine, EDIE was not. Highway Safety we have separate lines for, EDIE we don't. And I was trying as they were asking to put all the grant money in the budget, I couldn't find a line item for EDIE. I found a line item for EDIE revenue. I couldn't find a line item for EDIE expense, so that shows up an issue that we have to talk about in Town Hall. So somebody help me with the math. If we're taking the \$12,000 in revenue out; we have to increase the deficit from \$26,000 by \$12,000, right?

Councilman Lester: Uh-huh.

Mayor Newlands: \$40,593. Now we haven't gone through our Fee Schedule yet and one of the things I was proposing to Councilman Lester on the way over, was that we increase the rental fees. He was, like, no. Not until I sell my house. Not until I sell my rental unit.

Councilman Lester: So I really shouldn't speak to that.

Councilwoman Jones: Rental. Where are we?

Mayor Newlands: We're nowhere right now. We're just at a bottom line that we have a deficit of \$40,000, okay, and I'm just bringing up the fact that we haven't talked about Fee Schedules yet, which is another source of revenue besides property tax. One of the things we can increase, which we did increase either last year or the year before, is the rental licensing fees. We get \$100 per residential unit.

Councilwoman Jones: Code violations are income.

Mayor Newlands: We don't have that many code violations, to be honest with you.

Councilwoman Jones: I disagree, but...

Mayor Newlands: Well we try and net them down to an agreement between the town and the owner to get them fixed. We would rather see the item get fixed vs. getting money in and quite frankly, there isn't that much money to be had.

Councilwoman Jones: I would like also to always come up with a remedy first, but there is habitual code violations in this town that deserve being cited.

Mayor Newlands: I really don't think you're going to get more than a few hundred dollars out of that.

Councilwoman Jones: Well then we should reduce the Code revenue from \$500 to \$200. You just said it. I thought \$500 has been traditionally, extremely low, but I'll put \$200 in the line. I think you're missing a fine opportunity, but it is what it is.

Mayor Newlands: Our preference has always been to negotiate with the homeowner's to get the items resolved vs. giving fines. I mean, fines are the last resort for the homeowner's.

Councilwoman Jones: Are we reducing it to \$200?

Mayor Newlands: Well it's been zero so far this year.

Councilwoman Jones: Okay.

Mayor Newlands: That's up to Council, if they want to do that. So we need a way to pay for the increases and we need to way to pay for the \$40,000 deficit.

Councilwoman Jones: Well then I would make the recommendation that we take the \$500 out if you cited no one and you've made no revenue in that line item this year. Take the \$500 out.

Mayor Newlands: And that just makes your deficit another \$500.

Councilwoman Jones: Yes it does, but it holds it more realistically.

Mayor Newlands: We are going to keep it. I wasn't aware of that.

Councilwoman Jones: And how successful are we in getting our money? Billing... Are we giving them summonses or are we billing them? I mean, you talked about cutting the grass over in Shipbuilder's and billing them \$200 an hour, but doesn't Code call for \$50 an hour. I'm a little confused and do we ever, since those seven lots are up for sale for us, do we ever expect to get our grass cutting money out of it? Realistically.

Robin Davis: I'll let Mr. Abbott speak to that. During the meeting we had with the Mayor, Mr. Abbott and myself, with a representative of the bank, the bank representative asked, I think, the Town Manager about that and I'm not putting words in anybody's mouth, I think it was said we will not bill for that while this is going on. I don't know if that's the exact words. I'm not saying that, but Mr. Trotta, the new Code Enforcement Officer has been sending out certified letters for grass, as required in the Code. I think it's ten days that you have to give the owner to respond. If the grass is not cut, he's had Mr. Rustum cut the grass and invoices are being sent out for the amount of \$50 as was said... The Town Solicitor had said we have to charge, because that's what's still in our Code. The Fee Schedule does say \$200, but evidently when the Fee Schedule was changed several years ago, the Code was not. So that's why the \$50, instead of the \$200, but invoices are being sent out as recently as last week, I think, for some of the grass cuttings.

Councilwoman Jones: Not notices that they need to cut their grass, you're actually charging them for having cut their grass.

Mayor Newlands: That's with the invoices, yes.

Councilwoman Jones: And Mr. Russum, do you cut grass during your normal work days?

Dustan Russum: Not for anything for the Code.

Councilwoman Jones: So, correct me if I'm wrong, that would then put you on overtime?

Dustan Russum: Yes.

Councilwoman Jones: And at \$50 an hour charge back is Milton getting their money back?

Dustan Russum: If it's \$50 an hour, I'm making nowhere near that, so...

Mayor Newlands: We're not paying.

Councilwoman Jones: Okay. But I'm talking about... Well, but I'm talking about hours you invest and money we actually receive. There's a difference.

Dustan Russum: Well you've got to look at it as we've only got four of us and we've already got all the parks to take care of and with meters going in right now, the Code Enforcer there's been four to five places a week and we have no time in our schedule to get on these violation lots.

Councilwoman Jones: I guess my question is and I haven't calculated you at time and a half, nor your personal time being used for overtime, whether or not you can contract with a grass cutter for less money then paying an employee overtime. Has anybody looked into that? I mean I'm just trying to compare costs here and...

Mayor Newlands: I think if you take a calculator and do his hourly rate, you're getting a bargain; you're getting a discount.

Dustan Russum: Most of these landscapers out here, when I've talked to them, I've never gotten anything on paper, just in conversation, their hourly rates are about \$75 an hour; anywhere from \$65 to \$75 an hour is what they're charging.

Councilwoman Jones: And I appreciate that, but I'm not talking about a name brand landscaping

company. I am talking about you know, someone who might hold a Milton business license, but doesn't charge and doesn't have a crew of ten descend upon your property and do it. I'm just looking for a way to give you your free time and rely on a contractor who can do it other than the weekend or evenings. And the question is out of the billing, what are the grounds for we send you a bill, you don't pay your bill?

Mayor Newlands: The billing can go on their water bill. We physically can't do that with Edmunds, so if somebody owes us money and their water bill comes due, they have to pay us that money or we can shut them off. So we have a lot of leverage against somebody for not paying that bill.

Councilwoman Jones: And do we do that?

Mayor Newlands: We've just started doing this. This is the first time in 2-1/2 years that we've been mowing anybody's lawns. We have not done this in the past. This is the first time we're doing this. You look like you want to say something, Mr. Abbott.

Win Abbott: I just want to affirm what the Mayor has just said, that this is new so there's not a precedent for it. We had also considered sub-contracting this, but I was reluctant to gain a relationship with people with whom I did not have a certificate of liability insurance and other type things, and frankly in May and June, the job just had to be done. I'm certainly willing to take a closer look at this before the next spring comes around, so that we have a better plan to approach this, but the fact is that your neighbors do appreciate the fact that these violations are getting taken care of and for the Public Works Department, Mr. Russum in particular, even if we don't get paid back for all these invoices that we send out, we're still in positive territory because we had \$4,000 or \$5,000 scheduled for snow plowing expenses, for which we spent zero. So when it comes to the overall view of the budget, the fact is that we're still ahead of the game and as Mr. Davis had indicated, our new Code Enforcement Officer is really being diligent. I looked over his shoulder today. He had one of these legal pads that has about 35 lines on a page. He had two pages of those, all detailed with violations that he's following up on. So, I think that certainly what you're suggesting is a project that we can look into for the spring and right now, we're having positive results with regard to good relations with our neighbors here in town. Mr. Trotta and Mr. Russum are working real hard to try and make that happen for us.

Councilwoman Jones: Well the question was referred to you by Mr. Davis about billing the bank for cutting Shipbuilder's which appears to be cut every week, every other. Are we billing the bank?

Win Abbott: No.

Councilwoman Jones: Why?

Win Abbott: Because we're currently in negotiations with them to buy that lot.

Mayor Newlands: And we felt that was a good faith effort to just do that. It's not... How long does it... The first time it took you a long time to do it, right?

Dustan Russum: Maybe 2-1/2 hours.

Mayor Newlands: Okay.

Councilwoman Jones: It's their property. They're not cutting it and we're extending the cut in good faith because they want to sell us the land.

Mayor Newlands: It's a business decision. It's not a lot of money.

Councilman West: You've got to give to get.

Councilwoman Jones: And if we don't buy that property?

Mayor Newlands: It's not a lot of money. It's an investment.

Councilwoman Jones: I disagree.

Mayor Newlands: Okay. Okay we have a deficit of \$41,000. We need to take a look at how we're going to satisfy that, plus we still have to discuss whether or not we're going to give any kind of increases, what those increases are and believe me, these people need, deserve increases

because they haven't had anything in five years.

Councilwoman Jones: Just to clarify, I put my Code Violation Fees down to zero. Are we in agreement with that or not?

Mayor Newlands: I guess not, because we're going to collect money, so... We've sent bills out so I guess not. That's only me speaking, but... Go ahead.

Mike Cote: I see we put grant into the revenue and the expense side. I don't know what all the grants are for and the two girls, the EDIE and the SALLIE. EDIE's here, but I don't see SALLIE anywhere. Did I miss it?

Mayor Newlands: I don't think we've had any SALLIE money this year. I don't remember seeing SALLIE for awhile. Am I missing something?

Chief Phillips: No, we do have SALLIE money.

Mayor Newlands: We do, okay. I missed it then.

Mike Cote: So we'll bump up the revenue and the expenses?

Mayor Newlands: Yes, they'll match each other, because like EDIE, SALLIE we only can spend what we have, so there's never a difference. There's only a time lag between when we spend it and pay the officers for the work; actually there's no time lag, the money's in the bank; that's right, the money is in a bank account, so whenever we spend it, we just swap the money over from the bank account to the general fund and pay the officers. I have to get that number. Yes, okay.

Win Abbott: I have that number for you. It is a known value that in this coming fiscal year we'll have \$4,100.20 in EDIE monies, \$5,120.40 in SALLIE monies and the Violent Crime Equipment Grant exactly matches what we expect to get, exactly matches what you put in the budget for equipment expenses.

Mayor Newlands: Right. So that's no net difference to the bottom line. So we need to look at our Fee Schedule. I already put it on the agenda for next month. We have on the agenda for next month to adopt the budget, because that's what we're required to do by Town Charter. We can always say no, which we did last year, we just have to take a vote on it. We have the Fee Schedule discussion on the agenda for next month, as well and we also have salaries on the agenda for next month. Those are the same items we had on the agenda last September for the September meeting.

Councilman Lester: Mr. Mayor, why are we dropping Luther Towers?

Mayor Newlands: We're not. Why are we lowering it?

Councilman Lester: Yes.

Mayor Newlands: It always was \$2,500. Apparently in 2010 we didn't collect, or in 2011; in 2010 we didn't collect it, so Win made sure we went after it. In 2011 we got two year's worth, so Mr. Abbott realized it wasn't collected, so they doubled up on it this year, so it's really just reflecting what it was. Actually it was \$5,000 back in 2005. It got dropped down somewhere. I don't have the paperwork for it.

Councilman Lester: I thought it was.

Mayor Newlands: I don't know where that paperwork went to. That's what the normal amount should be. I don't think we're going to get anything accomplished in ten minutes. Does anybody else have any questions, comments, concerns? One last thing, you can't wait to get it out, can you?

Mike Cote: In your deficit, I don't know that we've calculated to the add on to the Police Department overtime yet.

Mayor Newlands: No, we have not. Okay. You want the overtime, only at the increased rates, which is not included in the deficit yet.

Mike Cote: Well, what you should do...

Mayor Newlands: So that's not the deficit yet. That's what the bigger deficit will be if...

Mike Cote: If we do that.

Mayor Newlands: Yes, okay, so I have to add the salary increase percentages to the overtime.

Jim Crellin: If you choose to make the salary increases.

Mayor Newlands: Right. Right. But it will be in these two columns, outside of the current deficit column.

Mike Cote: Okay.

Mayor Newlands: Okay.

Councilwoman Jones: On that EDIE line item Mr. Mayor, page 8, I have it under 4540 at a rate I think mine was \$3,600. Is it also under 4585. Is that where that EDIE grant sits, right under Sussex County? Is it in two places? Is there a reason?

Mayor Newlands: No. I was putting them in and that was just a placeholder. I didn't realize it was still there?

Councilwoman Jones: Okay. Is it 4540?

Mayor Newlands: Yes. If there's a number attached to it, that is the good number. If there's no number, we haven't assigned one yet, because it's a new category and it has to get assigned in the system.

Councilwoman Jones: Okay. Okay.

Mayor Newlands: And I had \$3,600 in there, because that's what last year's number was and like I said before, the same number in, the same number out, there's no net effect, no difference to the budget whatsoever. The only difference that it may make in reality is that under the expense side, it may reduce the police overtime, because I think that's where it's being charged to. So we'll find that out next week. Any other questions or concerns?

Councilwoman Jones: So that also needs to change on page 3 of the expenditures under EDIE. Okay, thank you.

Mayor Newlands: Yes. That's the same in, the same out. The next meeting on this will be somewhat of a small discussion at the Council Meeting on the 10th. I do not want to have a workshop in the middle of the meeting, so we really shouldn't discuss this for two hours during the next Council Meeting. We should talk about salaries, we should talk about the Fee Schedule and things like that, just to get revenue up. So those are the general discussions we should have. We should not have discussions on this as a line by line. It will just take up an entire Council Meeting, which is not appropriate for the public.

Councilwoman Jones: And when would we finish doing that if we have continued questions?

Mayor Newlands: We should schedule something for later on that week, like that following Thursday. I'm getting two teeth pulled on the 13th, so we'll have to work around me.

Councilman West: I will not be here on the 13th.

Mayor Newlands: That's okay. I'm getting two wisdom teeth pulled. I'm not going to be here either. I'm going to leave... We'll work on that. We have until the end of September and last year I think we did it on the 28th.

Councilwoman Jones: So our next scheduled meeting is the 10th?

Mayor Newlands: Yes, a week from Monday. That's a regular Council Meeting.

Councilman West: We're not having any meetings next week?

Mayor Newlands: No we would have had to notice them already by now. Any other comments, questions, concerns, input. No.

Councilman West: I adjourn this bad boy.

Mayor Newlands: We're adjourned [at 8:23 p.m.].