

**Town of Milton
Town Council Meeting
Milton Library, 121 Union Street
Tuesday, September 18, 2012
6:30 p.m.**

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

1. Call to Order – Mayor Newlands called the meeting to order at 6:30 p.m. and closed the Public Participation
2. Moment of Silence – Mayor Newlands
3. Pledge of Allegiance to the Flag
4. Roll Call – Mayor Newlands

Councilman Booros	Present
Councilman West	Present
Councilwoman Jones	Present
Councilwoman Patterson	Present
Mayor Newlands	Present
Councilman Lester	Absent
Vice Mayor Betts	Absent
5. Additions or Corrections to the Agenda
Mayor Newlands: Do we have any additions or corrections to the Agenda? We have a short agenda. I hope not. Can we get approval of the agenda?
6. Agenda Approval
Councilman West: I'll make a motion that we accept the Agenda, as written.
Councilwoman Patterson: Second.
Mayor Newlands: We have a motion and a second to accept the agenda, as written. All in favor say aye. Opposed. Motion carried.
7. Old Business – Discussion and possible vote on the following items:
 - a. Selecting an engineering group for Shipbuilder's paving project
Mayor Newlands: RFQ's went out to a number of different firms. We got responses from six firms and Win scored the results... I just want to let you know, this was in Win's office. He did not hand this to me, so I'm just making the assumption that this is his scoring, okay. He left. His daughter-in-law wound up going into labor, so this was left on his desk as the scoring package, so we took this for tonight.
Councilman West: Mr. Mayor, he did send this out to me.
Mayor Newlands: He did send this top one out? The top sheet? I don't remember seeing the top sheet.
Councilman West: Yes. It was an attachment.
Mayor Newlands: Alright, good. So we have ten different scoring options that he had

and there's different scores in here for each of the different engineering firms. The scoring is by number and also there are notes on each of the pages for each of the engineering firms and he has some subjective comments for several of the firms. Now our Town Code says that we're to pick the lowest responsible bidder, so if we have some issues with some of the engineering firms, we can exclude them. It does not necessarily have to go by the numbers and the ranking is on the bottom, number one is Pennoni Associates. They're the one that he ranked as the best to pick for this project, for the paving project. I don't know if anybody wants to go over the individual notes that he has. If you've all read the evaluations.

Councilman Booros: I've read them.

Councilwoman Patterson: I've read them too. I thought they were very helpful.

Mayor Newlands: Yes, they were.

Councilwoman Patterson: They were.

Mayor Newlands: He wanted us to do this all at one meeting. I did not see seven of us sitting here, scoring this together.

Councilwoman Patterson: No, but I think him going through it and the notes and one of the notes he had about Pennoni Associates that I liked is that they understand the Town of Milton.

Councilman Booros: Are you ready for a motion?

Mayor Newlands: Oh yes.

Councilman Booros: I make a motion that we make the award to Pennoni Associates in accordance with the Town Manager's recommendation.

Councilman West: I'll second that motion.

Mayor Newlands: We have a motion and a second to award the paving contract to Pennoni Associates. Any discussion? I always forget to do that. Since this is a contract, let's do a roll call:

Councilman Booros	Yes
Councilman West	Yes
Councilwoman Jones	Yes
Councilwoman Patterson	Yes
Mayor Newlands	Yes

Mayor Newlands: Motion is carried.

b. Approve Loan Pre-Applications for Office of Drinking Water SRF Loans

Mayor Newlands: There's two applications, they're just labeled number one and number two. There's a 15-page application and a 14-page application. One of them is strictly for the water tower. I think that's number two and the other one is for other water services, which is page 10, where all the services all start. Dustan is not here, he's late. We put two separate applications in, in case we get turned down for one vs. the other. Win didn't want to package everything together and make it all one whole thing, in case they said no to the entire thing, so we figured if we get turned down for the... I think that hold's true as far as maybe the referendum will go, if we get turned down for the tower, we're not taking down all the other water services that we need to do within town, so there are lots of water service issues that need to be done within town; there's lots of old piping in town. One thing you see on the bottom of page ten, there's a 10" diameter main, that's

going to go from Chestnut Street to Wagamon's West Shore; that continues the loop so that... Because Wagamon's right now is an isolated pocket. If we lose Lavinia Street, that neighborhood is cut off; so this just continues the loop. It also helps for water flow, from what I understand. I'm just learning all this stuff. It helps with the water pressure.

Councilwoman Jones: I did have a question. I'm looking at the first proposal, this is the water improvement, on page 11. Projected funding start date, April 2013. I was under the impression that it was actually going to take us possibly up to two years to get funding, before we started. Is this an accurate figure? Because that would put us in a referendum mode again, late winter, early spring.

Mayor Newlands: I think this... and I'm going to just guess at this. I think this means when we're going to be told that we get the money; not when we're actually going to physically get the money.

Councilwoman Jones: Okay. When they actually begin their funding cycle...

Mayor Newlands: Yes. When we did this initially, we started it in August of 2010; and we didn't wind up going to referendum until this past March of 2012; so it takes that long for you to get through all the cycles. And also, we're still in a watch mode, don't forget. The State does not want to lend us money. Our financial situation has to still improve, so these are preliminary applications, just to get us looked at, to get us to the next step before we do the other applications. So we have to get the next audit out, in order to get our financial house in order.

Councilwoman Jones: So under bidding period, you believe that has nothing to do with Milton and an engineer during a bidding process... Because it is a little confusing because it comes down and says initiation of operations June 2014 and construction period is November 2013 to May 2014.

Mayor Newlands: I think that's kind of early. I don't know why he's got those dates in there, to be honest with you.

Councilwoman Jones: Okay and this is just the improvement side, not the tower side.

Mayor Newlands: Well the improvement side we'll probably do earlier.

Councilwoman Jones: So these dates could be correct.

Mayor Newlands: If we could get the funding from them, the earlier we could do those, the better, to be honest with you. They're direly needed, in some cases.

Councilwoman Jones: But that's a \$1.72. That's going to call for a referendum. Right?

Mayor Newlands: Yes. All of this will call for a referendum and I'm not sure how much of this is forgiveness; if they're forgiving of the water improvements, or the tower only. I don't know what they're doing with that. They do not come back and tell us that ahead of time. They just never tell us that ahead of time. And, again, this is all preliminary. So he'll have to put in another set of applications after this. Like what happened before, we can bump up and down on the list; depending upon what happens. Georgetown had an urgent need and we were not really there this year, we didn't fully have our act together this year and Georgetown had a more urgent need; Georgetown wound up getting the money; and that was Georgetown's third or fourth project that they were doing. They were doing quite a lot of projects this year. That's just the way the Public Health Service Group works.

Councilwoman Jones: Now one of the things that I had a question about in our own water improvements is Item no. 2 on page 10, which is inter-connectivity with a neighboring private utility.

Mayor Newlands: You're on document one or two?

Councilwoman Jones: Yes, I'm on document one, the Water Improvement Portion.

Mayor Newlands: Page?

Councilwoman Jones: Ten, Number two – that's putting a possibility of inter-connectivity with another water provider ahead of a tower, or instead of a tower, or in conjunction with a tower? If you need one, do you need another?

Councilman Booros: That's why we did two separate ones.

Mayor Newlands: Yes, he has that in the second one, as well.

Councilwoman Jones: He does have the inter-connectivity?

Mayor Newlands: Yes, it's worded slightly differently. I remember seeing it earlier. Hold on. I could swear it's in the second one.

Councilwoman Jones: I didn't see it in the tower application.

Mayor Newlands: No, I'm sorry, it may be worded twice in here, because there was sort of a...

Councilwoman Jones: So that was just a little confusing, because this was for a 500,000 gallon elevated storage. I was under the impression and I could have certainly gotten the wrong impression that either inter-connectivity or the water tower, not necessarily both.

Mayor Newlands: It depends who you talk to.

Councilwoman Jones: That's true.

Mayor Newlands: Speak to Tidewater, they'll do an inter-connection; you speak to Artesian... they'll do both.

Councilwoman Jones: Artesian, they'll put a tower up.

Mayor Newlands: Because they'll want to extend through you to the next development.

Councilwoman Jones: Okay.

Mayor Newlands: They'll want to extend up to Elizabethtown and basically sell you water to sell to them.

Councilwoman Jones: And they split the cost on a tower.

Mayor Newlands: Yes, they do that in twelve different towns right now and in two, I think they have the towers with the inter-connects; and they pay for half the tower and they give you the tower; they don't want anything to do with it.

Councilwoman Jones: Okay.

Mayor Newlands: This is in here, just so that we don't miss out on anything. We can pick and choose and drop some of these if we need to later on; so you're not wed to all of this.

Councilwoman Jones: No, I was actually glad to see it, it comes before the tower project as far as order, right?

Mayor Newlands: Yes.

Councilman West: Do we need a motion?

Mayor Newlands: Yes, on both.

Councilman West: Mr. Mayor, I make a motion to let the Town Manager proceed to get these approved loan pre-applications in to the Office of Drinking Water for the loans.

Councilwoman Patterson: I second.

Mayor Newlands: Okay, we have a motion and a second to have the Town Manager submit the loan pre-applications to the Office of Drinking Water. Let's do a roll call:

Councilman Booros	Yes
Councilman West	Yes
Councilwoman Jones	Yes
Councilwoman Patterson	Yes

Mayor Newlands

Yes

Mayor Newlands: Motion is carried. Thank you very much. That concludes our short meeting. We need a motion to adjourn.

8. Adjournment

Councilman West: I make a motion to adjourn at 6:42 p.m.

Councilwoman Patterson: Second.

Mayor Newlands: We have a motion and a second to adjourn. All in favor say aye. Opposed.
Motion carried. (**Continue Workshop Below**)

AGENDA
Milton Town Council Budget Workshop
Milton Library 121 Union Street
Tuesday, September 18, 2012
(to follow the Town Council Meeting)

1. Call to Order – Mayor Newlands

Mayor Newlands: Now we can open up our Workshop, which is going to be an informal discussion on the budget.

2. Discussion of Proposed FY 2013 Budget

Mayor Newlands: Let's put our paperwork together. Councilwoman Jones asked me to add to the last spreadsheet we sent out, more up-to-date actuals for this fiscal year, so we went out to August 15th, which was what she requested, so Kristy Rogers went through and updated all of the numbers for us this afternoon. Does everybody have a copy with the August 15th numbers; because she emailed it to everybody and we wanted to make sure that everybody got a copy. I know Councilman Booros we had discussion about the COLA yesterday. We need to fix that up a little bit because of the new people; we don't have to have the COLA for the new person in accounting. Remember when we talked yesterday?

Councilman Booros: Yes.

Mayor Newlands: Also, Mr. Abbott's that \$90,000 there. The increase for Mr. Abbott is not in there, so that will be...

Councilman Booros: Is Mr. Abbott's salary still split between the Water Department and Admin?

Mayor Newlands: Yes, it's 65%/35%; 65% Admin, 35% Water and that's typical.

Councilman Booros: It may be typical. I don't like it.

Mayor Newlands: He does a lot of work for the Water Department. He's supervising them. He's doing the water applications. He's doing a lot of work in the Water Department. You look at Georgetown, they have 1/3, 1/3, 1/3; a third sewer, a third water, a third admin for the Town Manager and that's the same with some of the other staff too, for billing and taking in water bills. They're splitting their roles and their splitting their duties. That's the way all the towns do it, because their roles are split.

Councilwoman Jones: I would take an exception of all the towns.

Mayor Newlands: Well.

Councilwoman Jones: I don't think that's a... That's all I'm saying, is I don't think that's a correct statement.

Mayor Newlands: The towns I talk to, do it.

Councilwoman Jones: I'll only follow up on Councilman Booros to say that I happen to agree, I think a Town Manager is hired in administration and his salary belongs in administration, no matter what projects he works on, but, that's all I would add.

Councilman Booros: And my rationale for it, is I think it appears that there is a lot more money left in the non-proprietary fund than there is in the proprietary; because we're taking it out of the Water Department, so it makes it look like there's all this extra money here, when the bottom line is, we're not saving anything in the Water Department to use for things like fixing these water mains or connectivity between lines; we're taking a third of this man's salary right out of the Water Department. We were doing a lot of stuff and I see that you've moved the pension

money that we were charging everybody in the maintenance department's pension to the Water Department; has now been split between parks and...

Mayor Newlands: You asked me to do that.

Councilman Booros: I'm glad you did, because I didn't understand why the guy cutting the grass, his pension is coming out of the Water Department and it's been happening and it shouldn't be coming out of the Water Department, any more than I think that the Town Manager or a portion of his pension or anything else should be coming out of the Water Department. I just think that that's money that we need and...

Mayor Newlands: He's supervising the Water Department.

Councilman Booros: What's Allen doing? I thought Allen supervised the Water Department.

Mayor Newlands: He's supervising Allen and those people.

Councilman Booros: And he supervises Robin, in Code, but it's not coming out of Code's budget.

Mayor Newlands: Right.

Councilman Booros: He supervises everyone.

Mayor Newlands: It's proprietary vs. non-proprietary funds, is what it comes down to.

Councilman Booros: I understand what you're saying. Okay.

Mayor Newlands: There are other towns and I'll tell you they do that.

Councilman Booros: My opinion.

Mayor Newlands: We did take out the \$700. Win agreed to that with the Paychex for the HR Services. We do have an insurance company that should be able to provide that to us a lot cheaper.

Councilman Booros: Can I ask about the camera for Town Hall?

Mayor Newlands: Yes.

Councilman Booros: \$5,000 bucks. Can't wait a year?

Mayor Newlands: It's not functioning.

Councilman Booros: It's not functioning, so it can't wait a year.

Mayor Newlands: It blew out in a storm and the current company wanted to charge us \$1,300 just to replace the mother board and the cameras have a life of about five years and they're on their sixth year now and we've been replacing cameras.

Councilman Booros: I did have another question about on the same note, as what's coming out of the Water Department and what's not being assigned to Streets and Parks; was the gas and oil for the vehicles. There is no gas and oil listed under Streets or Parks and I think it's all under the Water Department and the problem I'm having with that, was last night when you told us that the maintenance guys have to drive their cars home, to pick the prisoners up to come cut the grass; yet we're billing the fuel for those cars they're driving home to the Water Department?

Mayor Newlands: We would have to apportion that, to do that.

Councilman Booros: But you're not proportioning anything out.

Mayor Newlands: No, they haven't done that in the past.

Councilman Booros: It's just like you had all of the other stuff coming out of the Water Department...

Mayor Newlands: The way they do the salaries right now, is they do the salaries right now based on the number of hours they spend in Parks and Streets.

Councilman Booros: Yes, but I assumed that the guys are taking those cars home and putting the mileage on those cars, to drive the three prisoners, which are cutting the grass. They're not doing anything for the Water Department, so if all of that mileage, or a good portion of it is being used for those guys to take those vehicles home, it means it's coming out of...

Mayor Newlands: We have to figure out the percent then, in order to do that.

Councilman Booros: That's right. Absolutely. I don't want it taken out of the Water Department. While I'm on a roll, I'm going to try not to nickel and dime ya'. I swear, I'm going to try not to nickel and dime ya', but I didn't get this until 3:00 this afternoon; to see what the actual expenditures were to date, so I didn't have a lot of time to go over it, but I'm seeing things in Code, like they only used \$452 so far in overtime, but we proposed \$1,000.

Councilwoman Jones: Councilman Booros?

Councilman Booros: Yes Ma'am.

Councilwoman Jones: Would you holler out what page you're on?

Councilman Booros: I'm on page 5 of 10.

Councilwoman Jones: Because I'm still on page 2.

Councilman Booros: I'm on page 5 of 10. I'm skipping right over the police and I'm just going after the little stuff.

Councilwoman Jones: Okay.

Councilman Booros: Figuring I would just knock my little stuff out of the way and just get that over with. The overtime for Code. I don't know why we're asking for another \$1,000, if they only used \$452 and now we've got two guys this year. We had one guy last year who only used \$452 worth of overtime; we have two guys this year; hopefully, they're not each going to use \$452.

Mayor Newlands: No, most of the overtime is for, correct me if I'm wrong, is when you're helping out with the snow. Am I correct? Or does that just go to Streets.

Robin Davis: Streets.

Mayor Newlands: That gets put to Streets, so what's the overtime for?

Robin Davis: Meetings and the Code Enforcer doesn't get any.

Councilman Booros: I think we could cut it in half, they didn't use it last year. Why would we give them more this year?

Mayor Newlands: Sure.

Councilman Booros: I'm going to nickel and dime you just a little, Robin.

Robin Davis: That's fine.

Councilman Booros: And there are a couple of other things.

Councilwoman Jones: When you make a suggestion like that, do we mark them as changed? Do we agree or to disagree, so that I can look for changes?

Mayor Newlands: We can just all agree.

Councilman Booros: Can we all shake our hand that we are in agreement, because we can't vote.

Mayor Newlands: Right.

Councilman Booros: Okay? Then I'll move on down to training. We have \$2,000 worth of training this year for you guys, in Code, and I didn't know what that training was for. I'm sure Robin knows what it's for.

Mayor Newlands: Yes, there are some new certificates, recertifications they've got to get, him and Michael.

Councilman Booros: I'm just asking.

Mayor Newlands: He'll explain. Since we're doing Code, we'll get him on mic to get him to explain.

Councilman Booros: I didn't know if it was stuff for the new guy or what it was for.

Mayor Newlands: It's for both of them. That's why it's higher this year.

Councilman Booros: Well they had none last year.

Robin Davis: Yes, Councilman Booros, that's correct. It's actually for myself and the new Code Enforcement Officer. Also, we have in that, in what the Town Manager had put in part of the supporting documentation, there's Federal Emergency Management Agency training, we have to go to for Flood Plain Management; there's new regulations that have just come out with Senate Bill 64 that just passed...

Councilman Booros: It's all new training for both of you. That's all I'm asking.

Robin Davis: Yes. Yes. Yes.

Councilman Booros: Because you didn't have any training last year, so we go from no training to \$2,000 bucks, it just struck me.

Robin Davis: Yes, I'm sure.

Councilman Booros: Down a little bit further, a new computer for the Code Enforcement Officer, \$850. I can get you a laptop for \$350 up here and some software on it for about \$500. \$850, what's he getting?

Mayor Newlands: I don't know, that's what we got an estimate from the guy that we use.

Robin Davis: The computer that he uses now is one of the oldest ones that we have in Town Hall.

Councilman Booros: I understand that. Are you getting him a desktop or is he going to have a laptop he can take out in his car if he needs to.

Mayor Newlands: No, it's a desktop.

Robin Davis: Desktop, yes. We do have laptops available that he can take out, but the desktop he has is the oldest one and it's been recommended to replace it.

Councilman Booros: And he can't use the laptop on his desk?

Mayor Newlands: The only good laptop we have is this one here; the other laptop is an older laptop and what Town Hall's been doing in the past, is buying low end stuff, so this is a decent one that will last at least four or five years.

Councilman Booros: Gotcha.

Robin Davis: It's not that it doesn't work, it's just very, very slow and outdated.

Councilman Booros: No. No. I'm all for getting the guy a new computer, but I just don't understand why \$850 bucks for a computer.

Robin Davis: I understand.

Councilman Booros: To me that just seems a little high.

Robin Davis: That came from Chris who does our computer stuff. He's the one that priced it out.

Mayor Newlands: He's an HP Dealer.

Councilman Booros: Because my son sells computers.

Mayor Newlands: He's an HP Dealer so we use HP's.

Councilman Booros: Okay.

Councilwoman Jones: Does he have a need to take a laptop in the field?

Robin Davis: It's not necessary, as small as the town is, he can write stuff down that he needs, so he can then come back to the office.

Councilman Booros: He can also use a laptop in his office. He doesn't have to have a desktop. Desktops, quite honestly, this day in age...

Councilwoman Jones: Are almost obsolete.

Councilman Booros: Why isn't he just getting a laptop that he can take with him? Take home with him if he's got to write something at home; use it in his car if he's got to do something in the car; use it at his desk. All he's got to do is just plug the USB into the thing.

Mayor Newlands: Quite frankly, I don't think he's using the laptop much on the road. Mostly when he does, he uses a desktop.

Councilman Booros: Okay, and last but not least in Code, Uniforms. Is there any special reason why we just don't have name tags made like they do in the National Park Service and everywhere else, where you wear a name tag that says Robin Davis, Code Enforcement Officer, Special Operations, whatever it is? Why are we buying shirts for the Code people, with embroidery on them?

Robin Davis: The reason you would wear a shirt, the Code Enforcement Officer of course, is out and about. A lot of people actually when Mike goes out, he does have a lanyard with his picture and his name. A lot of people still, when he knocks on the door, will say how do I know you're from the town, anybody can get a lanyard.

Councilman Booros: Anyone can get a shirt.

Robin Davis: I understand. It's just a little harder. It's more recognizable having uniforms and it's for shirts only, that's what the figure was put in there for.

Councilman Booros: I'm just voicing my opinion on that.

Robin Davis: I understand.

Councilman Booros: I think that, you know, everybody else uses a name tag that's to identify who you are. And other than that...

Mayor Newlands: I think it's a little more formal, that's all.

Councilman Booros: That's the little stuff I've got.

Councilwoman Jones: I just want to confirm, because I'm on page four, the last line of Parks. That's just short of \$2,000 for these would be the prisoners that are picked up to work in the park?

Mayor Newlands: What item are you talking about?

Councilwoman Jones: I'm sorry, Day Labor Parks, the last line. It has no account number.

Mayor Newlands: Meals, the \$1,900?

Councilwoman Jones: Yes.

Mayor Newlands: Yes. We're at \$8 a day for two guys, three days a week and that's what the math comes out to. That's lunch.

Councilwoman Jones: And what do these folks do when the parks no longer need grass cutting?

Mayor Newlands: They'll do other things for us in town, so this is just an allocation of...

Councilwoman Jones: But it's all being charged to Parks?

Mayor Newlands: Yes.

Councilwoman Jones: Can you define other "stuff"; I just wonder where they're going to go.

Mayor Newlands: Mr. Russum is here, he can...

Dustan Russum: Sorry for being a little late. I just got out of training up in Milford. Usually in the wintertime, we might get them once a week. We've taken them to Town Hall to clean the windows and do some other little odds and ends things; move some boxes or help us clean up equipment or we get them when we get snowstorms; they help us shovel sidewalks; but in the winter months, it's not three days a week. Maybe it's one day a week, or sometimes we won't even get them for a week. It's just, as needed.

Councilwoman Jones: But you cut grass well into October, don't you?

Dustan Russum: Yes, we cut grass up until October. Then they also help us put Christmas lights up too; get all that stuff down.

Councilwoman Jones: Which leads me kind of over into – we have nothing for holiday decorations this year. Is that the snowflakes are all finished and things are taken care of; I'm on page two, 5804, under Admin. There's been nothing delegated it looks like across the line, but we had some talk about Christmas and snowflakes, Councilman West. Did that come from your group that donated the money for those snowflakes that got up on the poles?

Councilman West: No. No. We got donations to help fund the electricity that went to them.

Mayor Newlands: Go back, I'm sorry Councilwoman Jones, go back to page one, 5320. I think that's what you're talking about. That's the Holiday Lights.

Councilwoman Jones: 5320. Oh okay. Alright so holiday decorations is just the line.

Mayor Newlands: Anything 5800 is a capital improvement, it's not a normal thing; so I don't even know what that is in there.

Robin Davis: I think that goes back to several years ago when they bought those snowflakes.

Mayor Newlands: That was to purchase the snowflakes? Okay. Yes, anything 5800 is really outside of the normal budget, so the holiday lights are there. We keep going back and forth as to whether we're paying for them, not paying for them. One year, back in 2011, I guess we did not pay for them. This year we wound up paying part of them; then we wound up having a problem with the Delmarva Power bill; we spent a lot of money on them.

Councilwoman Jones: Since we're doing little things, I'm not even sure what page to refer this to, I just need to throw it out there. When Mr. Abbott compiled that notebook, one of the things he noted as an expense was the maintenance group went out on, I take it to be quite frequent occasions to pick up trash when people have failed to put it out in a timely manner...

Mayor Newlands: Ask Mr. Russum. I don't think so, but...

Councilwoman Jones: But it was in Mr. Abbott's budget, is what I'm saying and it talked about the extra time spent by the city crew going to pick up trash that either had not been put out in a timely manner, and it still needed to be taken it, but it had an expense attached to it. Do we back bill those folks for that and does it actually happen?

Dustan Russum: Very seldom do we have to go out and pick up anything from the trash company. I usually call Moe and he usually sends this guy from the trash company; he usually sends a truck back over. On a rare occasion, if he doesn't have a truck or something close by, we'll go pick it up, just to keep peace and we take it back and put it in our dumpster, then take the can back. That's on a rare occasion.

Councilwoman Jones: But you pay when you take that rollback, don't you?

Dustan Russum: No, from my understanding, it's the dumpster at the shop. We pay for it anyway and on rare occasions do we overfill it.

Mayor Newlands: There were a couple of issues, I think, when we were just starting with yard waste and there was all that confusion as to what days they were coming and there were some bags left on the walkways and stuff in Cannery Village, so we got all that cleaned up.

Councilwoman Jones: Maybe that's what he was referring to.

Mayor Newlands: There are some things that they helped clean up because they had to.

Dustan Russum: That could have been, there was a time I think last year, during the storm, we had people when they brought their brush, they decided to bring some trash and we had to haul that to the landfill; that's the only thing I can think of.

Mayor Newlands: Yes, they still get people dropping off yard waste.

Councilwoman Jones: Okay, well this was more referring to a curbside, where the hourly workers had gone out. Okay.

Councilman Booros: I'm the last one I thought would be saying this, but on page four of ten, under General, Economic Development start-up. Believe it or not after I saw a commercial this morning on TV, a 15 second commercial for the event that they're having Friday afternoon in Lewes, a short 15 second commercial on CNN broke into the news this morning at 7:30; they're not that expensive to do little 15 second things and I think that \$6,000 is a small price to pay to invest back into this town to promote people coming into this town for whatever even we might be having or just to visit the Historical Society; not for any one particular business or any one

particular event; but to have it available throughout the course of the year to use for promoting the Town of Milton. I don't know what they originally asked for; was it \$6,500 or whatever it was...

Mayor Newlands: \$6,500.

Councilman Booros: I put \$6,000 on mine, so \$500 is... I did read all the information that Bob Howard passed out and I think this is one thing the Economic Development Committee could do to promote the town that would get done.

Mayor Newlands: The only objections I have to funding some of that, is for them funding the Bargains on the Broadkill, the Horseshoe Crab Festival; those are already funded projects, which we should not get involved in.

Councilman Booros: No. No. I understand. I'm talking about promoting like we were talking that we were the This Old House...

Mayor Newlands: Yes, we won the This Old House Award.

Councilman Booros: We won the This Old House town of the year; but they have This Old House Magazine and Southern Living Magazine and we don't ever put a little ad in there telling people to come visit Milton and that's the kind of thing they're talking about. The DC Papers, the Gazette that they pass out on the subways and the MARC trains in the DC/Baltimore area, they pass out free papers. If you put ads in those free papers and they run on Thursdays, Beach Life, all through the summer; they do little articles and stuff; we could chuck an ad in a couple of those Thursday papers that go out and I think Economic Development Committee needs to be the one to spearhead that. I think \$6,000 is a small price to pay, in my opinion.

Councilwoman Jones: I think the Economic Development Committee's Business Plan that Mr. Howard submitted, was quite detailed and the impression that you got in the beginning, and maybe it was because of the way it was written, was that we were basically going to be doubling back and investing advertising dollars over top of what these other organizations were doing; it is my understanding that the advertising dollars are actually to promote the town itself. If that involves an event, I cannot say, but it is for the promotion of people to come to Milton, not a specific event.

Mayor Newlands: That's how it got spun though, it was to specific events that you help fund specific events, which I'm against.

Councilman Booros: Yes, the Chamber does not promote the Town of Milton. They do not promote the Town of Milton, period. Somebody's got to and I think it's Economic Development Committee.

Councilwoman Patterson: I have to agree with Councilman Booros. When I was on the Economic Development Committee, your hands were tied. A lot of great ideas, but really just no capital start up, so I liked what Bob Howard wrote...

Councilman Booros: And it takes a lot of bake sales to make the kind of money it takes to put some ads in, quite honestly, I don't like baking all that much.

Councilwoman Patterson: It seems like a little bit of seed money, to start to get that committee really rolling.

Mayor Newlands: Is \$6,000 too much? That's the question.

Councilman Booros: Oh, I don't think it's enough.

Councilwoman Jones: Well you saw the sheets, the cost of advertising is not inexpensive.

Mayor Newlands: Do we have somebody that knows how to do it; that we're going to get bang for the buck out of the advertising? Do we have somebody who will actually spend the money wisely?

Councilman Booros: Well, it's a committee, they don't spend a dime without everybody on the

committee agreeing to it.

Mayor Newlands: No, no, no, I said spend it wisely. I didn't say spend it. Do we have somebody who knows how to write the ads, who knows what to put in the ads, knows what the target market is, knows what the...

Councilwoman Jones: You have a business plan that it will be fine.

Mayor Newlands: I mean knows what the target market is, knows what newspapers and magazines to hit when?

Councilwoman Jones: If you're asking if there's a marketing agent on the Economic Development Committee, there's not.

Councilman Booros: Add another \$32,000 to it and we'll hire somebody part-time. Come on, it's \$6,000 bucks.

Councilwoman Patterson: No, but I do think there are some good minds on the committee and I do think we all know how great the town is.

Councilman Booros: They're not stupid people.

Mayor Newlands: I'm not saying that.

Councilman Booros: As Kristen said, their hands are tied. There's no money to do anything. The things that we're doing, we're using our own money to do.

Councilwoman Jones: And while we are on the Economic Development Committee, perhaps even before we decide on a figure, what is the decision about keeping that money solvent.

Mayor Newlands: If you get the \$6,000, do you still need to do bake sales?

Councilwoman Jones: Yes, we earned that money.

Mayor Newlands: I actually put the money... I personally and I'll ask Mike, you've got to get it back into the budget somehow. I don't know how we do that and I don't know if you want to not continue to do those bake sales anymore, because that becomes an issue with the funding.

Councilwoman Jones: Right. Again the bake sale is as much about the Economic Development Committee participating in the events of the town, as it is staying up for two days before and baking. It just puts the town out there in a way that the town is otherwise not represented; that's why we have a Milton... the Milton Economic Development banner. It puts Milton in the involvement of the vendors that sell earrings and pottery and shawls and knick knacks. It puts Milton there.

Mayor Newlands: I just don't know the accounting with it. That's the whole problem. I don't want you to lose it, at all.

Councilwoman Jones: I don't either.

Mayor Newlands: And the way it's set up right now, it just gets into the General Fund and gets lost and that's not the right way to do it. I don't know if you keep it outside and do something else with it.

Councilman Booros: Where are you putting the sale of the train money, that it didn't get lost over two years?

Mayor Newlands: We segregated that money on...

Councilman Booros: Well segregate this money from the bake sales. If you can do it for the Lion's Club for a train, you can do it for the Economic Development Committee for \$400, or whatever the heck it is. It just doesn't make sense. It was segregated, by the way, on this expenditure budget sheet up until a couple of months ago. It was in two different locations. All of a sudden one day it went together in the same pot.

Mayor Newlands: I didn't know that, okay.

Councilman Booros: Oh yeah, it was in two separate locations. Somebody in the last three months has shoved it into the same pot.

Mayor Newlands: Okay, I wasn't aware of it. What do you have now on account, \$570 from this?

Councilman Booros: I believe \$300.

Councilwoman Jones: I believe Bob Howard's number is \$381 or \$318; I may have those transposed, but it's under \$400 right now.

Mayor Newlands: I don't think we need to worry about continuing this discussion it here tonight, but we need to work on how we're just going to keep track of all that for you. So we've got to come up with a figure for what we're going to use for this.

Councilwoman Jones: I'm going to go...

Mayor Newlands: Do you think you're going to use all the \$6,000? I mean it's the first time out.

Councilwoman Jones: I'm going for \$6,500 and I believe we will use it. I believe it will be used faster than you realize, actually.

Councilman Booros: I agree.

Councilwoman Jones: Mr. Mayor, it is nothing more than a simple start to promote ourselves through a committee that you've assigned to do that. That's all.

Mayor Newlands: Okay. Alright. Is there any agreement with that?

Councilwoman Patterson: I agree with \$6,500, too.

Mayor Newlands: Councilman West?

Councilman West: To what?

Mayor Newlands: Do you agree with \$6,500?

Councilman West: No.

Mayor Newlands: Okay.

Councilman West: Because I have a problem with where it says considering adding a part-time events coordinator to the town staff to assist with events that the town now holds to attract visitors. I have a problem with that. Because every other committee, people volunteer their time. You know. You're complaining about the salaries of the town and now you want add another person to the town staff.

Councilman Booros: \$6,000, you're going to add someone to the...

Councilwoman Jones: I think you'll find that for \$6,500 the project, the events coordinator was over and above the requested amount for advertising, but if we never asked for it, the town would never know we were thinking about it and making the recommendation. That's why it's on the budget. That's not where the money will be spent, because there's not enough money to spend it there.

Councilman West: But I don't feel...

Mayor Newlands: Are we earmarking the \$6,500 just for advertising?

Councilman Booros: Promotion.

Councilwoman Jones: Well it's promotion and the idea is that pot of money will then be used per that business plan, but that does not include, I assure you, an events coordinator at that price.

Councilman Booros: We do volunteer our time, trust me.

Mayor Newlands: Alright, so most of us are in agreement to do the \$6,500 for promotional purposes.

Councilman West: Well I'll agree with that, for promotional purposes only; but that bottom line, no.

Mayor Newlands: I didn't like that either.

Councilwoman Jones: While we're on that page Mr. Mayor, under Parks, 5286. It just says Milton and Memorial Parks. What does that value go towards, \$7,050? 5286. Right under

Supplies.

Mayor Newlands: I think that may be the mulch that we use, because we use a lot of mulch and safety mulch every year and this year we're doing... Are we doing the safety mulch this year? This year we have to replace the safety mulch. It gets more expensive.

Councilwoman Jones: And that's what that is for?

Mayor Newlands: Yes.

Dustan Russum: And it's also for the Porta Potty's too.

Councilwoman Jones: Okay.

Mayor Newlands: And we're keeping the Porta Potty's annually now. We keep one throughout the winter.

Dustan Russum: That's correct.

Mayor Newlands: Is that rain or is that wind?

Councilman West: I think it's a combination of both.

Mayor Newlands: Or the tornado that was coming.

Councilman West: It's raining. I'm sorry, I wasn't paying attention to you Mr. Mayor, I was reading that over.

Mayor Newlands: That's fine.

Councilman Booros: I'm going to go after another little one, except this time I'm going to go after the Police Department, on a little one. On Page 3 of 10, 5420, Miscellaneous Operating Expenses – I do have it in front of me if I want to start looking for it. I think it was in either the Chief's Version 3 of his proposed budget, or in Mr. Abbott's. Part of that money was \$300 set aside for flowers for funerals or sick people or whatever the heck it is, and I realize that the town also has a fund that they send flowers out for sick people. We're keeping two separate pots of money to send out flowers?

Mayor Newlands: It depends on what happens.

Councilman Booros: And that's my question. This is my question. Who makes the determination, is it the old lady up on Mulberry Street that gets it there, is it the guy that owns the heating and oil company out on Route 5 that gets it? Who makes the determination who the taxpayer's money sends flowers to when somebody dies? Is the Council person's family, a council person who's sick?

Mayor Newlands: It's generally family, within family.

Councilman Booros: We don't just send funeral arrangements to residents of the town who have died?

Mayor Newlands: Oh, no. No. No. Not at all. Never. It's only relatives of family of Council and employees.

Councilman Booros: Of actual employees. Okay. Okay.

Mayor Newlands: Oh definitely.

Councilman Booros: I just don't understand why we need two separate funds and two different people and two different departments deciding who's getting flowers.

Mayor Newlands: I think because the Town Hall will take care of anybody in Town Hall and Council, or the Water Department; and the police will take care of theirs. There was one case we doubled up on one, by accident, but other than that they'll take care of anybody in their department and Town Hall takes care of anybody in theirs.

Councilman Booros: Okay.

Mayor Newlands: And it's not more than twice a year generally, anyway.

Councilwoman Jones: Before we leave Miscellaneous Operating, I'm referring to draft three of the police budget. Under here are \$200 in late fees scheduled to go into a budget. Can you tell

me what those fees are associated with? Why are we banking on \$200 worth of late fees?

Chief Phillips: In the past we've been hit with late fees, etc., but we haven't had any in a long time. It could also be service fees that are included in that sometimes; supposedly they're not late fees, they're just service fees.

Councilwoman Jones: For?

Chief Phillips: Different billing things. I don't really understand it all, but I know I've seen it before on different invoices.

Councilwoman Jones: I think it's a waste of money to schedule a \$200 amount in a line item anticipating late fees. I mean you pay your bills on time, you don't get late fees.

Mayor Newlands: Well we try to. There have been occasions where something didn't make it on time. It happens.

Councilwoman Jones: \$200 worth?

Chief Phillips: Actually it happened one time when the fuel card company made a mistake; someone else made a mistake.

Mayor Newlands: It does happen.

Councilwoman Jones: But if they made a mistake, we were reimbursed for it? Or they credited it us for it? If it was their mistake.

Chief Phillips: I believe so. Yes.

Mayor Newlands: Actually we did have one with the gas company and they are very short with the bill and I think we had somebody on vacation and the bill came up late and the gas company split it with us.

Councilwoman Jones: Okay.

Mayor Newlands: But they still charge a late fee and the gas company, Fleet, is very short with their bills; they give you three weeks and that's it, which I think is very short to pay a bill. You don't get much time with them.

Councilwoman Jones: But if you pay it on time you don't get a late fee?

Mayor Newlands: Correct.

Councilwoman Jones: Okay. The other issue under Miscellaneous Operating Expenses is food for feeding officers at the Christmas parade. May I assume it is 11 Milton Officers?

Chief Phillips: No, not really. No.

Councilwoman Jones: You don't have your force on... I know that you ask other agencies, I'm just actually looking for a number.

Chief Phillips: It covers the firemen that help us direct traffic and all the officers that come from Sussex County and Kent County to give us a hand during our parade, so we have a...

Councilman Booros: When was the last time you had a Christmas parade?

Mayor Newlands: Two years ago.

Councilman Booros: Two years, three years?

Mayor Newlands: Two years ago. Last year it got canceled and the food was canceled in time; it didn't cost us anything and so the year before that.

Councilwoman Jones: I'm just kind of looking for a number of folks who come in and help for that parade.

Captain Cornwell: Generally, law enforcement wise we have between 20 and 30 people and then we also, because the Fire Department, a lot of Fire Department people, the fire police and such that help out with the parade, they provide the sodas and the venue, which is the Fire Department and we provide the food, which is normal, in most towns, except maybe Rehoboth.

Councilwoman Jones: Good point.

Captain Cornwell: And I worked at Rehoboth, so Rehoboth's not normal. Milford supplies food

for their parade; Seaford supplies it for their parades; Georgetown supplies it for their parades; Lewes supplies it for their parades for everybody to eat.

Councilwoman Jones: You invite a total of 30 officers to cover a Milton parade?

Chief Phillips: That is correct. I'll give you a story. A few years back there was a shooting in Milford. It turned out to be Milford boys. Later on they came here and we had a big fight in town here, so we make sure we're prepared for the situation, in case something does break out, but there was a shooting, where people were shot at and we're not going to have that happen again.

Councilman Booros: Do we cover the St. Patrick's Day Parade, where they're all drunk?

Chief Phillips: I'm sorry.

Mayor Newlands: No, nothing for St. Paddy's Day.

Councilman Booros: Why?

Captain Cornwell: The same people...

Councilman Booros: The same people... Wait, excuse me, but the same people would come down from Milford and get into a fight. The only differences are on St. Patrick's Day they're all drinking. Who are we bringing in here, 30 officers, plus the Fire Department and everybody else to cover the St. Patrick's Day Parade?

Captain Cornwell: The St. Patrick's Day Parade historically has been, it's either been raining, or bad weather and it's been a small...

Councilman Booros: I've marched in the last three and the sun was shining and there were thousands of people.

Captain Cornwell: Excuse me, I'm not finished.

Councilman Booros: Yeah, but it wasn't raining, so don't...

Captain Cornwell: I'm not finished. Historically it's been bad weather and a small outcome of people. The last couple of times we've had quite a few people; so we've enlisted other agencies to come in and assist us with the St. Patrick's Day Parade, besides our officers. We've actually sent out to all agencies in Sussex County and Kent County; whether they respond or not and assist us, is another thing, but we have for the last couple of them, because we're caught off guard on one of them where usually it's raining, but it was actually warmer than normal and it was good weather and we had a big outcome of people. So we have adjusted for that. We just don't do any type of food for that event.

Councilman Booros: Don't look at me, because that's not a satisfactory answer to me.

Captain Cornwell: What answer do you want?

Councilman Booros: I want to know why we need 30 officers from other jurisdictions for a Christmas parade on a Wednesday. There's hasn't been one in three years, Cliff, because we had an impromptu parade three years ago through the community...

Captain Cornwell: I said...

Councilman Booros: Excuse me, Sir, I'm not finished talking. Okay?

Captain Cornwell: Okay. That's fine.

Councilman Booros: 30 officers and you want to feed them for a Christmas parade that's been canceled for the last three years on a Wednesday evening; not even a Saturday evening, where everybody's not standing around drunk, like they are on St. Patrick's Day; yet on St. Patrick's Day we're not feeding the officers, we're not... What's the deal? Why one day we're doing all this mess and the other day we're not. I don't understand and this thing about we've got to be prepared for people from Milford to come down here; kids that might cause trouble; let me tell you a story. The story is they're drunk on St. Patrick's Day on the street. They're drunk. They're serving liquor on the corner down there. On Christmas Wednesday there are kids down there

watching Santa Clause going down the street. I don't understand why you need all this money for one, but you don't need it for the other.

Mayor Newlands: It's \$500, number one.

Councilman Booros: It's \$500...

Mayor Newlands: Hold on. Number two, the St. Patrick's Day Parade is sponsored by Irish Eyes; not by the town.

Councilman Booros: Right. And they provide the Police Officers from the 30 different Police Officers all the way up to Sussex County, Kent County, everybody we invite.

Mayor Newlands: We're not paying the officers when they come in. They all volunteer and we reciprocate to their departments and we go to their parades. It's all reciprocal. It's all reciprocal. It's all reciprocal.

Councilman Booros: I'm just not understand why we get the long speech about Christmas; but we didn't get the long speech about St. Patrick's Day. I don't understand it.

Captain Cornwell: I'd like to correct something, Councilman Booros keeps referring to 30 officers. When I made my statement, it's 20 to 30, so if we're going to talk about the actual, it's 20 to 30 officers. Nighttime draws a lot of people. You can't see what's going on. To give you another story about Milford and Milton, not too long ago they had a big fight at the Skate Center in Milford and if you read the paper there were quite a few people from Milton that participated in the fight and reciprocating fights continued here in Milton, where we made numerous arrests. So there is a mixing of the communities, so we like to be prepared. It's better to be prepared and caught and not be prepared and something bad happens.

Councilwoman Jones: I believe that I could feed 20 to 30; because it seems to me 30 officers in this town would be so recognizable you'd almost have one on every corner; and I don't see that during the Christmas Parades, regardless, I believe I could feed that many people for less than \$500. It may not be steamship round and all I'm asking the Police Department to do is get on board and understand, just understand, this is taxpayer money and although we are very pleased to have a Christmas Parade, I can't always assess how these figures just jump up rather large. All I can say is for any money that's spent on food for that Christmas Parade, I hope it's spent locally.

Chief Phillips: That's correct. All I can tell you with my 25 year's experience and my training and knowledge of the job, which I think I'm more qualified than most people sitting up there now, is that I have an obligation to protect this public and public safety and that's my job and if it brings in 25, 30 people, whatever it needs to be to do that, and it's overkill, I'll take full responsibility. If the towns are going to send them to us for free to help us, I think we need not look a gift horse in the mouth; take it when we have it. There are small gang problems we have and they will be coming here, causing problems. They go to each parade and cause problems in different towns. We need to be ready for that, just in case.

Mayor Newlands: I don't see a problem with feed volunteers that come in for one parade. I mean, it's \$500, for once a year, for the Christmas parade. I don't see a problem with that. I think it's just overkill to go over that.

Councilwoman Jones: Small item under police, DUI blood draws, that would be 5425 on I have page 3 of 11. There's been no expenditure to date, as of the 15th of August? Another \$1,000 is being asked for.

Chief Phillips: Well we could drop that down to \$500 then.

Councilwoman Jones: Well it's a calculated thing. It's not a lot of money.

Chief Phillips: It's usually \$100 a pop, give or take.

Councilwoman Jones: It's \$69 where our BAC's are done at the hospital, but, there's been no

activity there this year.

Chief Phillips: No, because we've luckily gotten them to blow in the machine without taking blood from them, but we've got to get the blood kits, also.

Mayor Newlands: We can drop it down \$500. It's a matter of cooperation from the public.

Chief Phillips: I have no problem with that.

Mayor Newlands: If they're going to cooperate, it's going to be cheaper.

Chief Phillips: It's something that if goes through the ceiling, we'll have to justify that then, but that sounds fine; \$500 sounds fair.

Councilwoman Jones: Well I was even going to say \$750. You don't know, you're liable to have a year that doesn't allow for much, but it does look like that's not something that's done very often, so could we live with \$750?

Mayor Newlands: Sure.

Chief Phillips: I could live with \$500, if you wish.

Councilwoman Jones: Then I'll take \$500.

Chief Phillips: Okay.

Councilwoman Jones: Can you tell me what someone pays for a police report in Milton?

Chief Phillips: That would be \$35.

Councilwoman Jones: Thank you.

Captain Cornwell: The Council, I think, last year or the year before, took it from \$25 to \$35 for the accident reports, what this is. We don't give out crime reports, we give victim information out. Crime reports in Delaware aren't given out. Photos, we're taking photos of accidents now and some places are billing separately for photos, if the insurance company wants the photos for the accidents, which actually show the damage at the scene at the time. I don't know if you want to do some type of charge per photo, so that we know that. We've had some insurance companies recently asking for the photos and if you want to charge extra for them, that's not unheard of, so I don't know if you want to do a set fee per photo or for a batch of photos, or what?

Mayor Newlands: Are you doing digital photos, meaning you're sending them out electronically or are you sending them out hard copy?

Captain Cornwell: They would have to go hard copy, unless they give us an email address and then we could email it to them, but it's all digital what we do.

Mayor Newlands: What I meant was, if we're printing them, that's a cost.

Captain Cornwell: We haven't sent any out yet, because it just came up the other day, but this is a good time to ask the Council what they would want to do with photos?

Chief Phillips: We could make it just so we print the emails...

Mayor Newlands: Emailing is no cost; we print them you start getting into quality colors and all kinds of other stuff.

Captain Cornwell: Okay, so no cost for the emails?

Mayor Newlands: Emails, no I wouldn't.

Captain Cornwell: Okay.

Councilman West: What is a fair estimate if you had to do a photo and send it out, not on the computer?

Captain Cornwell: I've got photo paper from the printer's we bought and stuff. I'm not sure. That's why I'm asking you guys. I don't know. \$4, \$5 or \$3.

Mayor Newlands: It's really just the ink you're burning up. The paper's not expensive, it's the ink that's just expensive.

Chief Phillips: I still think we should bill them, even if we email it to them for the time for

pulling it off the server, etc., etc. and give them some sort of fixed price; like \$10 for an accident report.

Mayor Newlands: How many do we send out a month?

Captain Cornwell: We've not sent any out. We just started getting requests for them and I don't want to say it's nothing, whatever. It's up to Council to decide what they would want to charge for them?

Mayor Newlands: But how many accident reports do you send out a month?

Captain Cornwell: Again, I'm not sure. It could be three, it could be five a month; it just depends.

Mayor Newlands: I would rather gain some experience first and find out how we're doing with it vs. putting a charge to it and...

Chief Phillips: All I'm saying is charge them an extra \$10 to get the photos in a flat thing with the photos and we'll email it to them and we're done with it and have some extra... Instead of \$35, it would be \$45 they pay for everything; if they don't want the photos, then they stay at \$35. To me it sounds pretty fair.

Mayor Newlands: We can do that. We have to change our Fee Schedule, though. Okay. We would have to adopt a new Fee Schedule. I'll have to talk to Seth about that.

Councilwoman Jones: Okay, police revenue. I'm on page 8 of 10. Whoops, wait a minute, I'm on the wrong page. Yep, that's correct. Between Sussex County Grant, Violent Crime Equipment Grant, EDIE and SALLIE there was a total of \$53,193.77.

Mayor Newlands: Can you hold on a second please? Say that again? How much?

Councilwoman Jones: \$53,193.77.

Mayor Newlands: Okay.

Councilwoman Jones: I see in the police expenses, please bear with me, it's all over the place; police expenses, I'm on page 3 of 11; phone system, camera system and paint vehicles is \$15,000, out of the Sussex County Grant. That leaves a balance of \$10,000. I haven't been able to locate that yet. Can you tell me where that is? I mean as far as expenditures?

Mayor Newlands: It's going into the General Fund of police fuel, training, just to cover other expenses. So it's going to cover general expenses for the police.

Councilwoman Jones: I don't see that anywhere.

Mayor Newlands: It nets together, because the income is there under the \$25,000. He's not earmarking anything of that.

Chief Phillips: It should be in that draft that I gave you one week ago.

Mayor Newlands: There was some money for fuel, some money for training.

Councilwoman Jones: Okay, in training, I don't see the offset, I just see \$12,000 and I sent Mrs. Rogers some questions in Mr. Abbott's absence about an account to date for Training.

Mayor Newlands: Can we finish up your first one, before we get started on Training?

Councilwoman Jones: Well, it's all kind of tied in together.

Mayor Newlands: Okay.

Councilwoman Jones: I had some questions on Training, to date, and Mrs. Rogers sent that on to Mrs. Jacoby and the Chief, but I had not received any answers, so I will ask the questions.

Chief Phillips: We just got that yesterday and we're researching it at this time.

Councilwoman Jones: Okay. Are you able to answer any of this?

Chief Phillips: At this time, I would rather wait an email to you tomorrow or the next day, or by Friday.

Councilwoman Jones: I'd like to discuss it tonight only because it has a lot to do with tonight.

Chief Phillips: I don't have the paperwork in front of me at this time, but I can try to answer

whatever you wish.

Councilwoman Jones: Well my comment earlier about training was, that we are mixing up training costs with lodging and meals; and I see that as a separate line item. My question to Mrs. Rogers was I had under... I'm going to suppose it was a posting date of 2/6, but it refers to 1/26/12, seven training meals and a lodging. It all seemed to be connected with that time period, according to the sheet I have and the question I asked was are you able to tell me, from the information you have on the receipts, just what training those charges were applied against.

Chief Phillips: Right this second, no I cannot.

Mayor Newlands: Do you know what dates they were?

Councilwoman Jones: On the left hand column, it says 2/6. Underneath it says 1/26; so my first question was, is 2/6 a posting date; is 1/26 an occurrence date; and since it was also associated with a lodging charge, it was all you get is CIT, which I'm going to assume is Citibank, Captain or CIT Captain Citizens Bank. There's no other explanation as to what this is.

Mayor Newlands: Can I see the report?

Councilwoman Jones: Yes. This brings me to the accounting issue again that Councilman Lester had offered to the Finance Committee to do something with a spreadsheet so that more information could be added and I'm continuing to ask for that, because by the time it gets to Council, these figures and these requests ought to have been turned into the Town Manager and then the Town Manager present them to us, with paperwork, so we understand; then we wouldn't have to sit up here and ask all these questions. Some of the information would be clear to us.

Mayor Newlands: On these reports, I'm not sure what else you're going to get clarity wise. It's just going to say Training for these individual categories; that's how they're broken down usually.

Councilwoman Jones: No. It doesn't tell me what the training was for. If it involved lodging, it meant it wasn't locally.

Mayor Newlands: Correct.

Councilwoman Jones: That doesn't tell me anything. The training never tells you anything and I realize for those who are trying to follow this, this is a little tough, but that \$53,000 income, I don't see where it's applied against the training at all. I see that the \$12,000 for Training is there, but I don't see anywhere where it's going to be offset.

Mayor Newlands: Maybe I misspoke. I don't have his spreadsheet in front of me, because I know he allocated the rest of the money from the \$25,000 back into the budget.

Councilwoman Jones: Who did?

Mayor Newlands: The Chief. In a number of different areas. He was not spending the money. He was allowing it to go back into the police budget.

Councilwoman Jones: Okay, I have the Chief's \$12,000. It has a \$1,000 staff development seminar line item, for which I'm going to continue my pursuit; that's \$100 per officer registration. Could you tell me how many officers attended this year, the staff development seminar at the Atlantic Sands.

Chief Phillips: That would be three.

Councilwoman Jones: That would be \$300.

Chief Phillips: I don't have the paperwork in front of me. I'd have to pull the paperwork.

Councilwoman Jones: That's okay. I have it in front of me.

Chief Phillips: Well then you've got the answers then.

Councilwoman Jones: Well I only have one part of the answer and that is that that would be a \$300 registration for three people, but if I'm not mistaken that was \$975 and now you're asking

for \$1,000, so my question is for the training at the Atlantic Sands, without saying what I assume it's for, I'm asking what the difference is for?

Captain Cornwell: It's \$100 per person. They serve breakfast, lunch...

Councilwoman Jones: For free.

Captain Cornwell: No, it's not for free.

Councilwoman Jones: Yes, Sir, it's for free.

Captain Cornwell: Okay. There's three people that went and it's not done for free. You can look at the form and I can show you where it's not for free.

Councilwoman Jones: I have the form. I sign my boss up for \$100 a year and you'll see by all the check marks...

Captain Cornwell: And the other parts... The third person is not for free to eat. The lodging is also an expenditure.

Councilwoman Jones: That's what I wanted to hear, Captain. Thank you very much. That's what I wanted to hear and ask you why living right in Sussex County there's a need for the taxpayer's to pay for rooms at the Atlantic Sands, when the educational portion, plus the camaraderie of meals ends relatively early at night. This is one of these things...

Captain Cornwell: Ends relatively early at night? Have you been to them?

Councilwoman Jones: Early.

Captain Cornwell: I've not seen you in years, so, I'm just asking you.

Councilwoman Jones: Don't be smart. I don't think it's a time for us to be smart.

Captain Cornwell: I'm not being smart.

Councilwoman Jones: I'm telling you...

Captain Cornwell: I've not seen you. There's things that don't end early.

Councilwoman Jones: \$100 gets my boss the whole boat for free, but he doesn't need to stay there and I don't understand the logic and I've gone around with the Mayor on this before; I don't understand the logic in securing hotel rooms within 25 miles of home. And I do understand police camaraderie because I hear it and I live it and I work it every day, but on a budget, is a budget. I'm just asking you on this line item, on many line items that I plan to bring up to you, to be sensitive to the facts. If you want to use your grant money, which is still by the way, taxpayer's dollars, to stay in these rooms, I don't agree, but I am one person. I can only voice that I don't agree.

Mayor Newlands: You started out talking about the Sussex County Grant and maybe I misspoke about whether it went into training or not, but he's putting the money back; whatever money he's not allocating for equipment, is going back into the general fund to be used for police. Okay? I don't have his spreadsheet in front of me, but there's money allocated back to fuel, and I forget what else it was. It doesn't really matter, it's just money going back into the general fund. He's not spending the grant money. It's going back into the general fund. It doesn't have to be earmarked for anything specific for the police. It's just general fund money for the police.

Councilwoman Jones: Well it does have to be earmarked for the police. That's the nature of that grant.

Mayor Newlands: Yes, but it's for police in general, we don't have to do it dollar for dollar, item for item.

Councilwoman Jones: And I'm saying I don't see the earmarking on it and I don't see it on the Chief's paperwork either.

Mayor Newlands: I see what you're saying, because you have to fill out the form and it's got to have it individually. So we didn't specify in here, under expenses, all of the details. Can I have his spreadsheet please?

Councilwoman Jones: The Chief's?

Mayor Newlands: Yes.

Councilwoman Jones: Okay. I'm going to need that back to continue.

Mayor Newlands: That's fine. I know I have the form on my desk, because if we fill it out early it goes for the wrong year.

Chief Phillips: Well for the sake of argument, I'll take the \$1,000 from the Sussex County Grant and add it to that line item and that should take care of the problem, then.

Councilman Booros: The problem is it's still taxpayer's money, whether it's the Sussex County Grant or these taxpayer's money here in this room...

Chief Phillips: Well it's also money that's donated to the Police Department as they see fit to help training, leadership training, etc.

Councilman Booros: Excuse me, Sir, when I went on travel for 37 years with the Federal Government, if it was within 50 miles of your workplace, you didn't spend the night. 50 miles of your workplace, not 25 miles and that was federal money and we literally, if we wanted to have something where we needed that camaraderie and we needed to go into the evenings or something like that, we had to come across the Chesapeake Bay and come to a place over here on the eastern shore to make sure it was more than 50 miles from our office.

Chief Phillips: All I know is I can use that money to take care of this and...

Councilwoman Jones: The point and I don't know how to verbalize it any other way. There has, to me, appeared to be an insensitivity in the Police Department about taxpayer dollars. 98%, okay 95% of what we heard last night from the public had to do with over spending in the Police Department. Whether they understood fully what all the money goes for or not, I cannot say, but I cannot ignore that it was 95% of those who spoke last night. It's then my job to come to you, as a member of Council, if you didn't hear it from the public and say it again representing the public.

Mayor Newlands: I'm sorry. It's all of these items here, he's got earmarked. Those are the ones coming out of the \$25,000 grant?

Councilwoman Jones: The Miscellaneous Operating Expenses?

Mayor Newlands: No it should say Sussex County Grant on them. I know it's difficult to see because it's grayed out like that. Go to the next one, there's...

Councilwoman Jones: Wait a minute. Wait a minute, in a shaded thing here it says \$35,000 fuel...

Mayor Newlands: Right and \$5,000 of the fuel was coming from the Sussex County Grant.

Councilwoman Jones: Okay. Now, so it brings the fuel total up to \$40,000?

Mayor Newlands: Correct. That's correct. We have that as \$40,000 in the budget.

Councilwoman Jones: Okay. I found \$5,000.

Councilman Booros: I think Mr. Cote's trying to indicate that it's \$10,000 of that is coming from the Sussex County Grant, not \$5,000.

Councilwoman Jones: This says \$5,000.

Mayor Newlands: Oh, I may have upped that. Did I up that on you to \$10,000? Did I up that on him?

Councilwoman Jones: It does say \$5,000.

Mike Cote: My recollection of the series of meetings that we had was the original budget proposal was \$30,000 for fuel and at meeting number two, or the next meeting, it went from \$30,000 to \$35,000 and the Chief proposed that \$5,000 was coming from the Sussex County Grant and then when some iteration of the current document we're working on went from \$35,000 to \$40,000; it was discussed as another \$5,000 from the Sussex County Grant, so

\$10,000 goes to fuel.

Mayor Newlands: Okay, thank you.

Councilwoman Jones: And that's under line item 5390? I just want to confirm that with you.

Mayor Newlands: Yes, we didn't break that out for what part is going from the grant, no. But that is that line item, yes.

Councilwoman Jones: Okay. And Chief, would you send me the answers to the questions on this training document?

Chief Phillips: That's what we're working on at this time, yes, Ma'am.

Councilwoman Jones: It looks like it could just be question number one, although the other question I had was in reference to the shotgun armor training. Was the \$540 the registration fee or was there any lodging or meals associated with that?

Chief Phillips: No.

Captain Cornwell: That was for the class.

Councilwoman Jones: Okay and then I also see that we had an academy training refund for that same amount. Did it offset your armor training or was it for something else? It's the exact same figure as the training.

Chief Phillips: Something had happened. He had come down sick and did not get to attend the class, so that class was refunded.

Councilwoman Jones: Okay. In reference to on that same item, you're now picking up \$18,973 for a violent crime...

Mayor Newlands: Are you finished with the Sussex County Grant? You'll let me balance that out?

Councilwoman Jones: I am. You put the \$10,000 into fuel, that's exactly what I wanted to see.

Mayor Newlands: Great. Okay.

Councilwoman Jones: The Violent Crimes Grant, how old are your tasers that you use presently?

Chief Phillips: Approximately 8 years old.

Councilwoman Jones: Okay and for particularly one item on your wish list, I will not speak in public, I would like to know if you have a policy for it and if you want to discuss it after the meeting, that's fine? But I would say one of these items on here needs a policy.

Chief Phillips: We could talk about it afterwards, absolutely.

Councilwoman Jones: Okay, that's just a lot of extra money and I wondered if one of those very small amounts that you requested also might be offset to EDIE, but we'll talk about that.

Captain Cornwell: The tasers when we bought tasers, they never gave a life expectancy on the taser and then they finally came out after a few years, actually when tasers were getting older, that's five years, is what they put as a life expectancy on them. We were sending them back if the switch was broken or something like that. They do a spark test on them and they're usually doing 19 pulses per second and they were coming back under the acceptable limit, which was about 15, which is the minimum.

Councilwoman Jones: Okay.

Captain Cornwell: So it's best that since they're getting so old, just to replace the whole lot of them.

Councilman Booros: How much are those apiece?

Captain Cornwell: They're about \$800, a little over \$800, and then the holsters. Right now they have the X26's which we're carrying. They've come out with a C2, which probably in the future is all you're going to be able to get. It's around \$1,500 a piece, so instead of going with the more expensive C2, we stayed with the X26, because there's going to be a training curve for our

people going to the C2.

Mayor Newlands: They're more expensive than a Gloch. Wow.

Captain Cornwell: Yes, Gloch's we get right now for about \$461, that's with night sights and stuff on it.

Mayor Newlands: Okay.

Councilwoman Jones: Still, if I may in pursuit of how we code things in our budget for the year to come, the second year of appeal. It simply says training supplies, training course, training supplies; otherwise sometimes it says targets and belt clips; sometimes it is very specific, but for me to understand it, again at the level of just trying to understand it, more information is helpful. There's also one discrepancy that you've asked for, \$1,700 for a range membership, but the range use agreement for 2012, which was paid in January, was \$1,500. Did you estimate that there would be an increase in that cost this year?

Chief Phillips: Just like everything else, yes, Ma'am, there's been an increase, yes, Ma'am.

Councilwoman Jones: Okay.

Mayor Newlands: As far as descriptions go, there's a limit to what we can do with the software on the reports.

Councilwoman Jones: In the Finance Committee, quite frankly Councilman Lester offered to create a column... Help me here.

Councilman Booros: I don't remember his exact words, but he was addressing Mrs. Rogers when he said can't we just dump the main file into an Excel spreadsheet and add three columns and give it to the Chief to let him fill out, so he could give us some additional information?

Mayor Newlands: That's just for the Chief's information, but you're looking at a monthly report there, an expense report out of Edmunds...

Councilwoman Jones: I'm looking at year-to-date, actually.

Mayor Newlands: But if you're looking at an Edmunds' report, there's a limit to how many characters we get on those reports.

Councilwoman Jones: Okay, well, in some cases, taser training fits in. In other cases, it's just training.

Mayor Newlands: Okay, we'll get better at putting the _____ in, but there's a limit to the number of characters we get on the reports.

Councilwoman Jones: Okay.

Mayor Newlands: That's the way it works.

Councilwoman Jones: And I will go back only for a moment to say, I, again, I'm only one opinion, you're willing to take some kind of grant money and move it over to the staff development seminar, to book the rooms in the Atlantic Sands; I think there's a better use of your grant money, then that. The other question I have, is how many weapons do you qualify on?

Captain Cornwell: What do you mean weapons? Are you talking guns or...

Councilwoman Jones: Weapons. Shotguns, handguns, long guns, semi-automatics. How many weapons do you qualify on?

Captain Cornwell: We qualify on long rifles, shotguns, pistols, tasers, aspertone.

Councilwoman Jones: I was looking for something that equaled the ammo value that's all. So three.

Captain Cornwell: Ammo value?

Councilwoman Jones: Uh-huh.

Captain Cornwell: Actually there's two different rifles, there's shotguns, and then pistols.

Councilwoman Jones: So you need for ammo three qualifications on four weapons each.

Captain Cornwell: And then your DV Ammo.

Councilwoman Jones: Okay.

Captain Cornwell: By law, we have to replace that once a year.

Mayor Newlands: Is the duty ammo and the training ammo, the same ammo?

Captain Cornwell: On one of the rifles, it is; on the rest of it, no, it's separate.

Mayor Newlands: So what do you do with the duty ammo afterwards?

Captain Cornwell: We'll use that for shooting also.

Mayor Newlands: At the next training session?

Captain Cornwell: Yeah, we'll mix it up and shoot it.

Councilwoman Jones: The other question is I do see a number of charges for EZ Pass. Is this related to going out of the State of Delaware for training?

Chief Phillips: That would be if he goes to firearm's to instruct in North Carolina or something; but... Massachusetts, but some of those are probably from the LISO program when we went after the military supplies that we got for free.

Councilwoman Jones: And so the notation on here for a Smith and Wesson firearms instructor; you are a firearms instructor, is that correct? And is Lt. Harvey also a firearms instructor?

Captain Cornwell: I'm a firearms instructor and Lt. Harvey is not; Corp. Collins is.

Councilwoman Jones: Okay. And so is the \$1,592 for a second instructor? Or is it for your recertification?

Captain Cornwell: Recertification once every three years is mandated by state law.

Councilwoman Jones: And where would you attend that?

Captain Cornwell: That would be at Smith and Wesson Academy.

Councilwoman Jones: It says that. Where?

Captain Cornwell: Smith and Wesson Academy in Springfield, Massachusetts.

Councilwoman Jones: My home town. Okay.

Councilman Booros: Can I ask a question on the EZ Pass while we're there, since it's a little thing and I'm hitting on little things? \$300 on an EZ Pass; is that the number that I think was proposed for the EZ Pass. That equates to 75 round trips over the Bay Bridge. Wouldn't it behoove us to maybe pay it when you get back, submit a voucher with your training voucher, to be reimbursed for any tolls you might have had to pay along the way, instead of loading an EZ Pass before you go?

Chief Phillips: The only thing I can say, is that would slow up the trip and make it longer; because there's been time you come to the EZ Pass and you've got to sit in line for like five minutes to get through; so actually time management wise, it's not very efficient. Plus we'd have to have cash on hand to get it also.

Mayor Newlands: Plus the other thing, when they go through Dover, they don't pay anything at all for the EZ Pass. In State we don't pay, if we have EZ Pass.

Councilman Booros: I know. I know we don't. So \$300 is for out-of-state.

Mayor Newlands: But you'd have to stop... But you'd have to stop and pay and then the office would have to get reimbursed. We don't load them up. What's your replenishment?

Chief Phillips: \$25 or \$50, I think.

Mayor Newlands: So it's not loaded up with \$300; it's replenishment.

Councilman Booros: So how much did we use last year on the EZ Pass?

Mayor Newlands: I guess \$300 and change. It's replenished the same as yours, \$25.

Chief Phillips: If you go down to Virginia and go through the tunnel, down there to go to Virginia to pick something up; I think it's the price of it for the Bay Bridge, but it's not a couple of dollars, it's more than that.

Mayor Newlands: It's over \$20, I think.

Captain Cornwell: Actually, going up to Massachusetts will be a little expensive because you've got to go through New York and the Verrazano Bridge and all that stuff though.

Mayor Newlands: It does get expensive.

Captain Cornwell: \$12 or \$15 each way.

Councilman Booros: And who monitors that EZ Pass?

Mayor Newlands: They monitor it.

Councilman Booros: So they don't print out the report off line and submit it to Town Hall or to Kristy or anybody in the budget?

Mayor Newlands: I personally don't see it, no. I don't know if it gets printed or not.

Councilman Booros: The Town Manager doesn't get a copy of it?

Mayor Newlands: I don't know. We can print them, we can go get them.

Councilwoman Jones: Someone spoke last night about the number of Police Officers and I was presented with this article that came out of the Delaware State News on Monday, the 10th of September. I don't know if you saw it. It is in reference to Chief Barlow from Harrington. Some things that were interesting in comparison. Harrington is 2.0 square miles, with a 2010 census of 3,562 people. They have ten total officers, two are Administration. Six full time road officers. Milton, who is 1.2 square miles; we have 11 total, 2 or 3 Admin, depending on whether or not this Council and I don't know whether it's the Council's responsibility to determine if Lt. is Admin or not; but what was striking was with 2,576 people, we cover 40% less territory with more officers and one of the things that did not play well for Milton in this article was, that Harrington also maintains the corridor of 13 through there, so they do patrol that, as well as the activities at the State Fair. It's just a comparison. It's as close a comparison in size as I could find. The other thing is something that I've been trying to hit on through the evening, encouraging you as department heads as administration to get on board with watching your money. And, this little email which is dated 7/22 followed the last Finance Meeting 7/19, when the budgets were presented; at least to Councilman Booros and myself because we were present. I would like to read this into the record, because I find it interesting and it certainly is germane to what we're talking about. This came from the Finance Committee. "On July 19, 2012 the Finance Committee met for the third time to review the 2013 budget for the Town of Milton. The Committee voted unanimously (Mr. Norman Lester was unable to attend) to support the work done by Mr. Abbott in preparing a proper representation of the revenues and expenses for the Town of Milton... We therefore recommend that Town Council look favorabl[y] on his work. The Committee is concerned that all department heads do not cooperate fully by communicating with the Town Manager with respect to budget and other financial matters. Attached is a recommendation by the Finance Committee to be considered by Town Council." It gives a little bit of history, bear with me. "The Finance Committee of the Town of Milton is involved in reviewing the fiscal 2013 budget. At a recent meeting we reviewed the Police Department budget with the Chief. The Committee had several questions regarding some of the line items on that budget. The Chief was asked to provide additional information to the Committee, which he agreed to provide at our next meeting. Our next meeting was held two weeks later. The Town Manager had sent several emails to the Chief asking for the requested information which were not answered. During the whole budgeting process the Chief provided insufficient information to the Town Manager. The Charter (Section 28) requires the Town Manager to submit a draft of the Town budget to Council. This is not possible if there is no communication between the Chief and the Town Manager, as there is with other departments. At our third meeting the Chief was present and did provide some of the requested information. This was, however, not

included in the budget prepared by the Town Manager because he had not seen it prior to our meeting. Again, no communication between the Chief and the Town Manager, in spite of several requests. With this experience in mind the Finance Committee of the Town of Milton recommends the following policy be adopted:

Financial Reporting and Grant requests;

All department heads of the Town of Milton will communicate directly and in a timely manner with the Town Manager on all budget matters, and questions relating to current financial result. In addition, any request for grant funds will be approved by the Town Manager.

In order to maintain a control of expenses in relation to the approved budget and in accordance with existing policy, all requests for purchases in excess of five hundred dollars (\$500) will be made to the Town Manager.

I applaud the Finance Committee for making this statement to the Council.

Chief Phillips: Can I address something please?

Councilwoman Jones: Absolutely and I want you to and I want you to know that I have nothing to do with this writing.

Chief Phillips: No, but I would like to have a copy of that also. I would like to address that there was a meeting, myself, my secretary, the Mayor, Town Manager and Ms. Rogers was present. We sat down and went over all the numbers and at the end of that meeting; this is before we met with the Finance Committee, I handed Mr. Abbott the numbers and he agreed that those were the numbers we were going to use and I told him I would be glad to articulate it at the finance meeting and when we left there, we were under the belief that those were the numbers that would be turned in, just like Maintenance and everybody else did. Hence, he turned around and changed the numbers on numerous documents that we do not know anything about.

Councilwoman Jones: Well being present at the 7/19 meeting, which I only received it afterwards, this document was presented; this document was presented on the evening that the budget was actually being distributed to Council.

Mayor Newlands: That was not supposed to happen that night.

Councilwoman Jones: Okay, but I'm just telling...

Mayor Newlands: I'm fully aware of what you're saying, but that was not supposed to happen that night, because the Finance Committee had not seen the document; in order for Council to get that document sent to them. It was not approved yet by the Finance Committee; it was sent to Council prematurely and I was at the meeting with the Chief, when he did submit all of his paperwork to Mr. Abbott, back in June. We all sat down at the table in the Town Manager's office and we went through the numbers and the understanding that I had and the Chief has, that the Finance Committee just wanted a detailed breakdown of those numbers. We didn't change the numbers; they just wanted the details of the underlying figures; and that's all he's been providing ever since, is details.

Councilman Booros: Well, excuse me, I was at the meeting where they asked for those details.

Councilwoman Jones was not in that meeting, but I was there and I sat next to the Chief. They asked for the details. That's the meeting that he said to Mr. Rogers, can't we just dump the master file into an Excel spreadsheet, add three columns, send it to the Chief. Mr. Lester told me that he did drop that into an Excel spreadsheet; did send it to the Chief. The next meeting came

along and the Chief wasn't at that meeting with those details to the Finance Committee. They did not have them at the next meeting.

Mayor Newlands: They had them at the following meeting, yes.

Councilman Booros: I was at both of those.

Mayor Newlands: I know that.

Councilman Booros: I was at all of those meetings.

Mayor Newlands: I know that.

Councilman Booros: They did not get the information that they requested by the next meeting. I'm just telling you.

Mayor Newlands: I know.

Councilman Booros: They didn't get it.

Mayor Newlands: I know that.

Councilman Booros: That was the night that they discussed that personnel should be looking... And I'm thinking, they shouldn't be discussing that amongst the Finance Committee, personnel issues, here in a public forum, but they did, including Councilman Lester that something be done on a personnel issue; that night when those figures weren't there for the Committee and the people in the audience to go over.

Mayor Newlands: And there was a misunderstanding as to why he did not go to that meeting; I'm telling you that now. Okay? He thought he was not required to be at that meeting.

Chief Phillips: On top of that, I did fulfill my obligation; I gave the man the numbers and what he did with them was not right how he changed them and did what he see fit with it, so that's on him, not me, so that document is not totally truthful there, to be honest with you.

Councilman Booros: The backup data that they asked for at that Committee, was not at that next meeting. It just wasn't there.

Mayor Newlands: No it wasn't... I know that and there was a confusion as to whether he should have attended that meeting, or not, okay and that was the problem. At the next subsequent meeting, he did attend, and the Council was given their... the Finance Committee was given their booklet and so was the Council.

Councilman Booros: I was there too.

Mayor Newlands: I know that, but I'm just saying the Council was given the book the same time the Finance Committee was, before the Finance Committee approved it...

Chief Phillips: At every meeting they would ask for more information, I would go back and pull the information for each meeting.

Councilwoman Jones: What this statement says, again, I applaud the Finance Committee for stepping up to the plate, but this piece of paper is asking that all department heads in the Town of Milton work with the Town Manager on their budget items.

Chief Phillips: And we did. In June when we did have a meeting, that's correct. So the information that...

Councilwoman Jones: Well this is a collective statement that all I can assume is that was not the general impression...

Chief Phillips: Absolutely. This is just like the information that was given last night; the man's numbers were wrong on the paperwork and we proved that too. So some of the things he has on there, is not correct, which means that some people are getting misleading information and it's no one's fault, but the Town Managers.

Councilwoman Jones: What we did last night was attack the Town Manager's figures, without him being here and have the ability to tell you how he came up with his figures. Procedurally, let me say it again, I cannot figure out how the Town of Milton limps through this budget every

year and I really mean limp. I have a budget with figures on it. I don't have documentation on \$12,000 worth of spending here; not just the police. I don't have the documentation for these figures. Mr. Mayor, you hold so much information. I will say in Mr. Abbott's defense, in a notebook, I had the paperwork that went along with the expense item and it did help. It was cumbersome, it was a very large document to absorb, but when I went looking for something to understand how he based his figures, I could generally find it. Each department head in this town is a responsible cog in a wheel and it ought to generate to the center of that wheel, which is the Town Manager and I think the spirit of the Finance Committee's letter is that all departments ought to report to the Town Manager to work through the budget.

Mayor Newlands: Last year we produced a budget audit trail report, which was a long 50 page document. That was supposed to get worked out with the Finance Committee; that was not supposed to come to Council. Council was supposed to see a summary of that. That's why you don't have that now. That was supposed to all get worked out with the Finance Committee and we were supposed to get a presentation of the summary of everything, so we saw it, so that's why you're not seeing the details. It's not like I'm holding anything back, I'll give you whatever you want. I'll give you whatever you want.

Councilwoman Jones: The summary... No, no, no. And I'm not accusing you of holding anything back. What I'm saying is, when you put a summary down and a council person continues to have a question, it is not contained in this 11 page document. We bring the public here, they have to sit through, at least for me asking an awful lot of questions, because I just simply don't have the information in front of me.

Mayor Newlands: Actually, number one you get the information monthly. The same information we would produce at the end of the year, is produced for you monthly, because we produce the monthly report, audit trail reports for you; that's the first thing. The second thing, we were asked last year not to produce that big document. They wanted that to go before the Finance Committee, so that they would go through all those steps, not us.

Councilwoman Jones: Who's they?

Mayor Newlands: The Finance Committee would go through all those steps. We had decided last year that the Finance Committee was going to be the one going through all the details, so we wouldn't have to.

Councilwoman Jones: We did?

Mayor Newlands: Yes. That's why we had the agreement with the Finance Committee to do that.

Councilwoman Jones: We agreed to turn all of the background information over to the Finance Committee so they could present us with a number for the column?

Mayor Newlands: Yes.

Councilwoman Jones: Okay. And I'm one who wants that supporting documentation.

Mayor Newlands: This is very late in the game to ask that question...

Councilwoman Jones: No and it's not for this year.

Mayor Newlands: It literally is a snap. It can be done first thing in the morning for you.

Councilwoman Jones: It's really not something I need this year, but when... Okay, I'm going to give you this for...

Mayor Newlands: We went through it last year, we did not want to go through it this year. We specifically did not want to do that. We could have done it at any given time during the process, we could have generated any report for you, any where along the line.

Councilwoman Jones: Mr. Mayor, even being grateful, as I am, for the Economic Development Committee's money that was offered this evening, you sent the Economic Development

Committee back to do a great deal of planning and sometimes information that comes to us is less than what the Economic Development Committee gave you as a business plan. I may be the only one of us up here that struggles to see some of the background paperwork at how we arrived at the figure. All I can do is express that to you.

Mayor Newlands: Well Economic Development Committee is also new and they're not an operating arm of the government, so they should be explaining some of their figures to us; as the Chief has done in his reports. He's explained what he's looking for and I've said this before, the Water Department's not explaining their details of all their auto maintenance. You're only asking the Police Department to do that; you don't ask the other departments to do that.

Councilwoman Jones: No, that was a blanket. I'm looking for information for everyone.

Mayor Newlands: I can produce whatever kind of report you want and we could have all the way along and nobody's requested it.

Councilwoman Jones: Well not a report, Mr. Mayor, actually it would be what is generated by the department head in a request form to the Mayor or to the Town Manager.

Chief Phillips: Councilwoman Jones, the way it sounds to me, is that you're making a statement that I'm not working with the Town Manager and I did not do my job and get my numbers. That's the way you're representing this to be and that is totally false; from whatever information you have received, from whoever you received it from, it is dead wrong.

Councilwoman Jones: The Finance Committee of the Town of Milton and it is the spirit of their letter, nothing I read is not on this paper.

Chief Phillips: I'm not talking about what the Finance Committee came up with. I'm talking about the gentleman that told the Finance Committee what they told them, was not very truthful apparently, or did not give them all the facts. I sat down with him, gave him the numbers, we had an agreement with what we were going to do and then he turned around and changed the numbers behind my back, so that's the problem there. The problem's not with me, the problem may be with the Town Manager and you need to address that with him.

Mayor Newlands: I think we're beating this procedural thing up a little bit. We need to move on. Does anybody have any other questions with the budget? What are we going to do about increases?

Councilman Booros: I think before we get to increases, let's talk about take home cars, because I heard Dustan say something a few minutes ago about as needed basis over the wintertime of picking up the prisoners and you said last night that the reason they take the cars home, is because they pick up prisoners three days a week.

Mayor Newlands: That's part of the reason, yes.

Councilman Booros: I can't think of any other reason why they would be taking the cars home.

Chief Phillips: I believe they have to come in every day and check the water levels or check something, every day.

Councilman Booros: Right and I went into my job every day, too.

Mayor Newlands: They're here seven days a week. There's somebody here every day of the week. Every day of the week, somebody's here. They have to test the water every single day.

Councilwoman Jones: Are they paid?

Mayor Newlands: Yes, they're paid. But it's seven days a week that somebody's working here.

Councilwoman Jones: I understand, seven days a week; it's part of the job; but are they paid and what is the rationale in supplying a town vehicle?

Mayor Newlands: Do you want to elaborate on...

Dustan Russum: Oh, the take home vehicles. Like you said, we're here seven days a week; we're here after hours; we're here for storm emergencies; we get calls in the middle of the night. If

somebody's got a busted pipe, they can't find their shut off valve on their house, so we've got to come in and shut their shut off valves off. We've come in... the Police Department has called us in for trees across the road, different things...

Mayor Newlands: If a water main breaks.

Dustan Russum: Yes, a water main breaks and then Allen and I, we take turns picking up the prisoners. There are days I pick them up on my way in. There's days he picks them up on his way in or he runs them back, or I run them back.

Mayor Newlands: I mean, you're talking two vehicles. You're not talking about a lot of money.

Councilman Booros: I'm not just talking about maintenance, I'm talking about every vehicle that leaves this town.

Mayor Newlands: I know.

Councilman Booros: So we're not just talking about two vehicles. I'm just starting with Dustan.

Mayor Newlands: I don't think it's unusual for the towns to do this. I don't think it's a great expense either. I think if you want to discuss it for the budget, we need to study it, we can't make a decision on it tonight without study.

Councilman Booros: I can make a decision on it tonight, so don't you tell me what I can and can't do.

Mayor Newlands: Well you're not going to think you can make a fair decision on it tonight.

Councilman Booros: I think I can make a fair decision on a lot of things tonight that I'm not willing to put off past this budget cycle. If you want to have another meeting next week and go over this again, that's fine. But...

Mayor Newlands: We can't make decisions on vehicles without doing studies. You can pass this budget very easily and still work on those things after the fact.

Councilman Booros: Nope, can't do it.

Mayor Newlands: Why not?

Councilman Booros: I won't do it.

Mayor Newlands: Well, you're one of seven that's...

Councilman Booros: I guess you're right, I'm one of seven.

Councilwoman Jones: Well the question would be why didn't we do our homework before we arrived here, again I'm at the where's the legwork before we get here? I know that the folks in the audience called last night for analysis.

Mayor Newlands: Nobody on Council's requested us to do analysis on take home cars. That was never requested.

Councilwoman Jones: I said last night, which would make it the public who spoke.

Mayor Newlands: Okay and that's not going to get done by tonight. There's no way that's possible.

Councilwoman Jones: I didn't expect it to be done, but there does seem to be a good reason to do a cost analysis on the take home vehicles because as they represent insurance and fuel, they are quite pricey for the Town of Milton.

Mayor Newlands: There's no additional insurance that I'm aware of for the take home vehicle, it's just fuel. There's no additional insurance whatsoever.

Councilwoman Jones: I don't know what you're talking about, additional insurance. You have fleet insurance...

Mayor Newlands: You mentioned insurance. There's no additional insurance for take home vehicle. You're talking about insurance in the context of take home cars; there's no insurance issue with the take home car.

Councilman Booros: There are when you have eleven officers, each taking home a car. If you

didn't have eleven cars, or twelve cars, or I think I read somewhere in here 15 vehicles.

Mayor Newlands: No, there's no 15 vehicles at the Police Department. Oh yes, with the ambulance and the...

Councilman Booros: Yes there are 15 vehicles. We have 15 vehicles and 11 of them are being taken home. If we didn't have 15 vehicles, the insurance would go down.

Mayor Newlands: Not by a great amount number one. Where would you put all these vehicles.

Councilman Booros: Two of the vehicles are driven in and are parked at Town Hall most of the day. They do go out, but most of the day they're parked at Town Hall. You don't have to pass the... I'm not asking you a question, okay? Two of those vehicles are driven in and they sit there, right there at Town Hall most of the day. The only gas that's being used; the majority of the gas that's being used is from commuting back and forth, okay? You could have a pool of cars sitting there, waiting for during the day for somebody to use if they need it.

Mayor Newlands: Where are you going to put the pool of cars? We don't own the parking lot, that's the Fire Department's.

Councilman Booros: Well where do we park the cars now? We park them wherever we want to park them. They're parked in the alley. They're blocking the alley all day long.

Mayor Newlands: You're talking about 11 cars, plus their privately owned vehicles...

Councilman Booros: No, I'm not talking about 11 cars, you're talking about 11 cars. I'm not talking about 11 cars.

Mayor Newlands: Where are you going to put their privately owned vehicles? We don't have parking lots, we don't own any part of that parking lot, other than the last row.

Councilman Booros: We have the maintenance yard, a block away. I think where they're going to park their personal vehicle when they get to work, is a small question, basically; when you look at the amount of money. We're talking \$40,000.

Mayor Newlands: Where do you get \$40,000?

Councilman Booros: You are talking \$40,000 for gasoline, for fuel.

Mayor Newlands: Where do you get \$40,000?

Councilman Booros: For fuel, that's what he just asked for.

Mayor Newlands: A total of \$40,000.

Councilman Booros: A total of \$40,000 for fuel.

Mayor Newlands: Correct.

Councilman Booros: That's where I'm getting it from, Cliff, we just discussed it.

Mayor Newlands: How much of that is take home cars?

Councilman Booros: I'd like to know. This town is 1.2 square miles, half the time they're either up here in the cul de sac at Preserve on the Broadkill because we're getting those phone calls, or they're sitting in the parking lot over there, because I'm getting those phone calls; so they may have their engine running using gas, but I guarantee you, you're going to find out... And on that note, do we have a listing of how much the mileage is from the time they turn the vehicle on when they start their patrol until they end their patrol at the end of duty, before they leave to go home at night. Is anyone keeping a logbook on mileage, so that we know what portion of the mileage and what portion of the gasoline is being used on the job and what portion is being used during the commute.

Mayor Newlands: I doubt it.

Councilman Booros: That's a question.

Chief Phillips: When you fill up with the fuel, you put the mileage in the tank at the time when you pump it; you put the mileage on the car at the thing. If you all don't trust us, just fire us all and you can replace us if you want to. I mean, that's what it's starting to sound like.

Councilman Booros: I did not say I didn't trust you, this is about taxpayer's dollars; this isn't about trusting anybody.

Mayor Newlands: But holding up finalizing and approving the budget just because you want to talk about take home cars; we could talk about take home cars...

Councilman Booros: It's a large portion of money, Mr. Mayor.

Mayor Newlands: We can talk about take home cars the following week and do a study on it. It's not going to get done in a week, I'm telling you that now. The study is not going to get done in a week. You can adopt the budget next week and then have a continuing improvement project, like we've been doing all along.

Councilman Booros: It will never happen. It will never happen.

Mayor Newlands: You can put it on the agenda, like anything else you can put it on the agenda. Holding up the budget, I think is irresponsible, just because you want to talk about take home cars.

Councilman Booros: I don't think we have to hold out the budget. I think the decision can be made between now and next week.

Mayor Newlands: I don't think so. I don't think you're understanding the rationale... How do you want to do take home cars; do you want to hot seat cars, or do you want to have everybody have an individual car here? If you don't know what you want to do...

Councilman Booros: I know what I want to do. I absolutely know what I want to do.

Mayor Newlands: You have to make a decision. If you want to hot seat cars, you've got to buy two new cars a year. These old cars can't take that.

Captain Cornwell: At least two new cars.

Mayor Newlands: What's that? At least two new cars a year, that's \$30,000 apiece.

Captain Cornwell: I've got a question for Councilwoman Jones about the 1.2 square miles for Milton. Probably about two years ago, or three years ago, she stood over there and came up to the podium when we were talking about 10 officers and said that the City of Rehoboth is 1 square mile and that Milton is a lot larger than Rehoboth is, therefore, we probably need 10 officers to cover the area. So if Milton's a lot larger than Rehoboth, which is 1 square mile; where do we come up with .2? I'm not sure, where did you come up with 1.2 square miles?

Councilman Booros: It in the 2010 census.

Councilwoman Jones: It's in the census.

Captain Cornwell: It's in the census?

Councilman Booros: Yeah, 1.2 square miles.

Councilwoman Jones: Actually the information and the population is in the census, Captain, if you'd like to look. You can do a comparison...

Captain Cornwell: So we're the same size as the City of Rehoboth, as far as square miles then?

Councilwoman Jones: Well if you're 1.2, that puts you slightly above Rehoboth, in size.

Captain Cornwell: I don't think we are, but...

Mayor Newlands: Back to the cars. If you wanted to hot seat a car, you'd have to buy two new cars a year, in order for them to take the punishment it takes to run a car 24 hours a day. It's \$30,000 per car, per year.

Councilwoman Jones: You make that sound like you're sentencing us to that. There have to be two new cars a year.

Captain Cornwell: Councilwoman Jones, how many cars does Rehoboth have?

Councilwoman Jones: We have a Chief and Detective, which are unmarked. We have four front line vehicles.

Captain Cornwell: So that's six.

Councilwoman Jones: We have a pick-up truck.

Captain Cornwell: That's seven.

Councilwoman Jones: And we have one back line vehicle. We also have a K-9 vehicle that's up on blocks right now.

Captain Cornwell: Eight. So eight usable. Eight usable and I looked at the budget for the City of Rehoboth, Vehicle Repair and it was \$20,000 for eight vehicles. What's our?

Mayor Newlands: Around twelve-ish.

Captain Cornwell: \$12,000 for our 15. That's just one of the bonuses of having take home cars is that the expenditures on maintaining them is a lot less than hot seating a car. That's just one of the benefits and they're all paid for and what's the oldest car that you have there?

Councilwoman Jones: I would have to say it's the Chief's car.

Captain Cornwell: How about the oldest car on the road?

Councilwoman Jones: Well it hasn't even arrived yet.

Captain Cornwell: No, the oldest.

Councilwoman Jones: The oldest car on the road, would be one of those back lines; not the truck, but the back line.

Captain Cornwell: Is it 2009, 2010?

Councilwoman Jones: Captain, without that information... but I could look that up in my EZ Pass information.

Captain Cornwell: We have a 1997 that on the road. You're not going to find longevity in vehicles except in the take home policy. You're not going to find that at any department that hot seats it.

Mayor Newlands: And how many cars is Rehoboth buying a year? Even if you're buying one, it's \$30,000.

Councilwoman Jones: We...

Captain Cornwell: Actually, it's more, because you're talking \$35,000-\$40,000 when you equip it.

Mayor Newlands: Okay.

Councilwoman Jones: We have one in the pipeline right now and I think we're paying \$27,000 for it. Now that is not equipped. They're expensive to equip.

Mayor Newlands: I know that. Yes.

Councilwoman Jones: They're expensive to equip.

Mayor Newlands: So we're talking about adding to the line item now, adding to a budget expense that we don't have, because when the Chief buys cars, we're buying used cars; we're buying them from other State agencies.

Captain Cornwell: And with the used cars, because they don't run 24 hours a day, they're assigned to a person, they last a lot longer than the hot seat cars do.

Mayor Newlands: Plus when you hot seat cars, these guys don't come in in uniform. They come in in civvies and there's no place for them to change. We don't have locker rooms here.

Captain Cornwell: Plus the equipment... I mean the PPE – you're familiar with that, right? The PPE for 11 people, we have no where to put 11 PPE's... We don't even have the place to even put any of the equipment from the cars in our department. We don't have lockers rooms for everybody to change. It becomes an officer safety issue. If our people have to come in in uniform in their personal car, who's going to be responsible if something happens to them on the way in?

Councilwoman Jones: Well I wouldn't advocate they come into work in a uniform, Captain.

Mayor Newlands: There's no place for them to change.

Captain Cornwell: There's no locker rooms.

Councilwoman Jones: I hear you and that becomes a fiscal...

Mayor Newlands: And we have female officer, also, so we need two locker rooms. It becomes an issue.

Councilwoman Jones: I understand all of that.

Mayor Newlands: Right. So how can you make a quick decision on that when there's all of these different variables that have to get factored into doing that.

Councilwoman Jones: But somehow I hear the leap between needing locker rooms, is justification for having take home cars and we have take home cars because we don't have locker rooms.

Mayor Newlands: No, it's the opposite. We've already had the precedent of having the cars; that's the first thing. To go back and do something else, there are all these different variables that have to get looked at, so to make a decision in a couple of days, you can't do that without studying all the variables. That's all I'm trying to say.

Councilwoman Jones: Well, I can tell you memory-wise, I won't debate being in this room, but I can tell you I was in that theater as far back as 2006 arguing that even in another administration, we didn't need take home cars. And I can't find anything, because I've talked to a Council person who sat in around 2000, where the initial idea was a pilot program for take home cars within 15 miles and I cannot yet find minutes where the Council actually approved them, taking them from a pilot program to an absolute with no mileage differentiation. See, I happen to think that police cars within the Town of Milton, officers who live within the Town of Milton having the vehicles in the homes, is a very good thing to see; but I don't know that Milford benefits from having a Milton police vehicle in their driveway.

Mayor Newlands: But my neighborhood is going to benefit, because I'm going to have a State Trooper living behind me pretty soon. So it's reciprocal throughout all the towns, believe me.

Captain Cornwell: The State Police Officers that live here have their car. There's a guy, he's a trooper now, but with South Bethany, and when he would bring his South Bethany car home, the neighborhood benefited, so it benefits all the way around, in that aspect that you're talking about.

Mayor Newlands: What I'm saying is, we have them. It's an established program. There's lots of issues to take them away, to move away from that system to something else, you can't make that decision overnight. That has to get studied. It has to get looked out. You have to learn the ramifications and the issues with it, without just making an instant decision. It's not a snap decision to make.

Captain Cornwell: The largest part of it would be purchasing the cars.

Mayor Newlands: Correct.

Captain Cornwell: And that's been done over the years. That's your biggest part for a take home car policy.

Mayor Newlands: And Chief got three vehicles out of the Sussex County Grant this particular year, so I mean it did not come to the bottom line of expenses; three brand new cars this year.

Councilwoman Jones: Well, while we're on the subject of vehicles. I noticed Lieutenant has both a sedan and an SUV K-9 vehicle.

Captain Cornwell: The car has lower mileage, so he uses that. Sometimes he uses the K-9 truck for different types of things he's doing. The K-9 truck will be used for wintertime, just like the ambulance will for patrol, during inclement weather. He uses both vehicles. It depends on what kind of training he's doing and what's going on at the time.

Mayor Newlands: Also, the Jeep is 4-wheel drive. It's the one that's got the 150,000 miles on it.

Chief Phillips: It's almost 200,000.

Mayor Newlands: Almost 200,000 miles on it.

Chief Phillips: We seized it from a drug dealer a few years ago with five pounds of marijuana, \$5,000 and we got that vehicle for free.

Mayor Newlands: So that's not one of our premier vehicles.

Councilwoman Jones: No, but I just can't understand why we have two K-9 vehicles on the road; one of the expenses in that Violent Crime is a mechanism for the K-9 vehicle.

Chief Phillips: That's correct.

Councilwoman Jones: Which one of those K-9 vehicles?

Chief Phillips: It would be the Dodge. The truck already has it.

Councilwoman Jones: It was the new one.

Chief Phillips: That's correct.

Councilwoman Jones: Does the dog ride in the Dodge?

Chief Phillips: That's correct.

Councilwoman Jones: Okay.

Chief Phillips: And if he got called out to a scene which is in a wooded area, he would need a vehicle to get to that wooded area; or if he needs to go across the field, he can go across the field in that vehicle, etc.

Councilwoman Jones: Then, Chief, it seems to me the incorporation of one vehicle that is both road worthy and woods worthy, would be the answer, instead of two, resulting in what goes into the vehicle for equipment; against we're at insurance, were it fuel.

Chief Phillips: You're absolutely correct. That's why I'm looking into the LISO program to get us another K-9 vehicle so we can get rid of that one with 200,000 miles on it and then we'll be in better shape. Right now the LISO program is froze up at this time and not being utilized.

Councilwoman Jones: But if you use that logic, all you're doing is replacing the SUV, with a newer SUV, and you still also have a sedan.

Chief Phillips: No, the Dodge would go back on the road, back into patrol, because we have a 2001 vehicle that needs to be replaced. It's got almost 200,000 miles on it also.

Mayor Newlands: So Harvey would only have one vehicle, when it comes down to it.

Captain Cornwell: He doesn't have two vehicles. We have a 2001 that runs when it wants to; it was the original car that was bought here, that the town had, besides a 1997; we keep that as a spare. Rehoboth has a spare. Our K-9 vehicle is not up on blocks, it actually runs; and it's also a spare and it's used for inclement weather, so when our people, when it starts to snow, now that we have the ambulance, they can use that or they can use the K-9 vehicle.

Councilwoman Jones: But isn't that K-9 vehicle... That K-9 vehicle is not accessible over at that station. It's over on Pine Street.

Captain Cornwell: Do you want it over there? We can put it over there.

Councilwoman Jones: I would think it... Well, it's a matter of convenience, as far as getting, if you're needing it for inclement weather; wouldn't it be better at your fingertips then parked in Mr. Harvey's driveway? That was one of the things mentioned here last night by Ms. Hooper, is that someone had two vehicles and again, if one is old and decrepit and needs to go, then let's get rid of it. If you're going to turn it into a back line...

Mayor Newlands: Okay, I think we're belaboring this. I think we can move this along.

Chief Phillips: The thing is that dog was bought with a grant and we have an obligation to help other departments, so in the middle of the night, if he gets a call and has to go across a field, he would take that 4-wheel drive vehicle, instead of the other vehicle at this time. But our plan is to get him into a 4-wheel drive instead and do away with the two vehicles, that's correct yes.

Councilwoman Jones: Put the sedan back on the road.

Captain Cornwell: You can't have him patrolling right now in that 200,000 mile... I mean, you could, but it might not last as long as it would, so he's patrolling in the Dodge, so the 2007, the white car.

Councilwoman Jones: Okay.

Mayor Newlands: Can we talk about salary increases?

Councilman Booros: Don't look at me.

Councilwoman Jones: Before we do salary increases, Mr. Mayor, could I ask you one short question on page one? I know that Mr. Cote had pursued adding, under Admin, accounting procedures, \$10,000. The only question I have for you came from actually minutes November 1, 2010, so put on your thinking cap. A question was asked about \$40,000 or \$40,000 some dollars being allocated for the first group of auditors that reviewed us; reviewed us, didn't audit us and it says here, actually it was Councilwoman Duby who asked the question and you had answered some of the money that we're going to get from other towns, so we shouldn't be going over \$25,000; they're going to be writing books for us and procedures for us and other towns are going to share in that cost, so whatever is over \$25,000, they will share in that cost. That would indicate to me and I have no follow up to that, were there no procedures written and therefore no monies brought back in for those procedures?

Mayor Newlands: There are some procedures written. I'm not sure of the status of them. You would have to ask Councilman Lester. Our intention is to still go out and get money from other towns on that. Okay? We're still pursuing that. And because of the audits and the delay in the audits, all that stuff is just coming around again, so Councilman Lester is much better at explaining that, then I am.

Councilwoman Jones: So were these procedures something that almost became obsolete as the audit thing came...

Mayor Newlands: No. No. We're just...

Councilwoman Jones: It deals with the software, doesn't it?

Mayor Newlands: It deals with accounting procedures, not so much the software. The software has it's own books and procedures. It may incorporate some nuances of the software, but I don't think it was that specific.

Councilwoman Jones: So we may, as the Town of Milton, still reap some income from that?

Mayor Newlands: We're still looking at that. Yes, we're still looking at that.

Councilwoman Jones: And this \$10,000 accounting fee is basically to correct the items that were brought about and talked about by the State Auditor?

Mayor Newlands: Correct.

Councilwoman Jones: Okay. Thank you.

Mayor Newlands: You're welcome. Now calculation wise, we added \$5,500 for Economic Development Committee to the budget; we took out \$5,000 from Code for overtime.

Robin Davis: \$500.

Mayor Newlands: I'm sorry, thank you, \$500, so that leaves us with \$5,000 plus. We took \$500 from police. From, which one was that?

Robin Davis: 5425.

Mayor Newlands: Right, so that makes it \$4,500 we have to add in to the budget. Was that it? I think that was it, right?

Councilwoman Jones: I'd like to believe it's safe to take those late fees out of that operating expense. You are closer to the accounting department then I am, are we over that hurdle; can we put that behind us?

Mayor Newlands: You can take it out. It's going to happen every now and then, we get a bill that we miss. It's just... Somebody's on vacation; something doesn't get processed properly. It happens. We're paying a lot of bills. I mean this morning I didn't sign many checks, last week I signed 59 checks; 59 checks. So...

Councilwoman Jones: I just hate to see you schedule it as a line item.

Mayor Newlands: We'll take it out, just don't yell at us when it happens. We're not trying to be funny with it, but it happens. With the amount of checks that get signed every month, something does fall through the cracks every now and then. We had a big issue once with all of the bank accounts, but that was with the Citizen's accounts and Verizon. We had late fees all over the place. That all got netted out and got paid back to us, because Verizon and Citizen's were misposting all of our payments, so you see a spike in that and then you go down. You want to take it out, we'll take it out. It's what, \$200?

Councilwoman Jones: It's hardly worth bickering over. The point is I am hoping we're beyond paying service fees or late fees; I hope that's not too naive. I'm fine to leave it where it is...

Mayor Newlands: I'll tell you right now, that they're very diligent in making sure that we don't pay them. If an accident happens, it happens and that's what it comes from.

Councilwoman Jones: I'm not requesting you reduce it.

Mayor Newlands: Okay. So we had a surplus of \$22,996 and we need to reduce that by \$4,500, it leaves \$18,496. And we're not going to do this to the penny, I don't think, only because we are off on the COLA, because we have two people in there, that probably shouldn't be in there and in the salaries for Admin the increase for the Town Manager is not in there, which is \$3,000 something hundred dollars; that has to get added in there, as well. So we'll probably have a surplus of something in the \$16,000 range. And we're looking at somewhere around \$29,000 or \$30,000 just if we do the COLA alone and don't forget we do have surpluses. If you look at the revenue, we do have surpluses in transfer tax, police fines are up. I wouldn't hold too much for real estate taxes, because we're doing very well collecting the taxes, but you're not going to get above what we're projecting, even though we're adding homes, we have, I think, \$796,000 we've collected so far. Actually, that's at about \$804,000 right now, but that's some back taxes from previous years. So we're doing pretty well collecting taxes. So I think comfortably, if we have \$30,000 in raises, we can easily meet this budget. If we have \$16,000 in excess, we can easily take another \$14,000 out of other revenues and meet this budget to give a 3% COLA increase.

Mike Cote: I was just looking at the budget I picked up off the table and it shows a \$6,600 deficit and you're talking about one with a \$21,000 surplus?

Mayor Newlands: Yes, because at one of the last meetings we had with Mr. Crellin we talked about taking \$29,000 in capital improvements out of the bank, because he wanted to have a Capital Improvement budget and a regular budget, so we talked about taking the server, the cameras, some paving money and we have Municipal Street Aid money for part of the paving project, it was \$29,600.

Mike Cote: Okay, but that doesn't show on this document?

Mayor Newlands: It does. There's a line item right before...

Mike Cote: Okay.

Mayor Newlands: Two lines below.

Mike Cote: Okay.

Mayor Newlands: That's where all that math is.

Mike Cote: Thank you.

Mayor Newlands: We talked about that probably two meetings ago and that was to pay for the

Capital Improvements out of the money we've gotten; excess money this year from all of our permits and different things, because if you look at revenue this year for permits, it's building permits is at \$111,000 and how much are we owed by Dogfish right now?

Robin Davis: The one permit that will definitely be by the end of the fiscal year will be like \$69,000.

Mayor Newlands: So we're at \$111,000; we're do another \$69,000. So we're talking about across the board, just a general cross the board increase of 3% for all the staff, except for the new girl who just started, because she just started and you had wanted to keep Mr. Trotta at... When did Michael start?

Robin Davis: End of June, I think.

Mayor Newlands: End of June. Councilman Booros, you had wanted to keep the Code Enforcer out?

Councilman Booros: I wanted to keep everybody out that hadn't had a performance appraisal this year, because the Charter says that promotions are based on...

Mayor Newlands: They're not promotions.

Councilman Booros: Charter doesn't make allowances also for cost of living raises, either.

Mayor Newlands: It talks in general about raises. It doesn't talk...

Councilman Booros: It talks of raises and that...

Mayor Newlands: One of the factors it says is the performance appraisal.

Councilman Booros: Yes and it says it should be given the heaviest weight. And when I asked the question a week ago to the table over there about if we took a recess right now and we went down to your office, could you produce performance appraisals, only one person said they could and that was Allen. So, who's had a performance appraisal? Just to give an across the board raise to anybody. I had somebody send me an email today that says I think everybody in town ought to get \$1,000. I can into Executive Session with you right now and point the finger at several people in this town that shouldn't get \$1,000. Period. No way they should get \$1,000. So just to arbitrarily give everybody across the board anything, I've got a problem with, especially when we haven't seen a performance appraisal; the Personnel Committee has not met; they have never seen a performance appraisal and that end of the table watch heads shake yes, okay? Well we're on the Committee and we haven't met and I would feel more comfortable first going through with these performance evaluations.

Mayor Newlands: Okay.

Councilman Booros: So I did a little analysis and I did a little spreadsheet and I've thought it out and I have three columns. One column is those who don't qualify, period; as Mr. Abbott just got here and Mr. Trotta just got here and new lady up in Town Hall. I don't quite know here name. The second batch of people would be the people, Dustan and his group down there, who apparently had their performance appraisals; that could be presented the first of the month to the Personnel Committee to look at and determine how much it should be divided out and the second group of people is everybody else that didn't get a performance appraisal, or couldn't produce one or didn't have one last week. They may have been done this week. They may have been signed off on this week, but if you didn't have it when I asked for it a week ago, before I prepared this and I say and I was willing to say nobody gets a raise in this environment, that's where I stood last week. I'm willing to make a compromise here and the compromise is and I've done it with 3%, 4% and 5%; the bottom line totals are on the bottom left, okay, the three people that are eligible now; the Personnel Committee looks at the performance evaluations; makes a recommendation to Council; there's a pot of money there for those people; and their supervisor can recommend how to split that pot of money. The rest of them, mid-year reviews, April 1st,

when they get their mid-years, their supervisor can do their mid-year review; give it to the... I'm not even saying wait another year. I'm saying let's look at them again mid-year. Make sure everybody has signed their new performance evaluations first of the fiscal year; they get a quarterly initialed off that you're doing okay or you're not doing okay and they get talked to; mid-year review; they turn over to the Personnel Committee; the Personnel Committee with the recommendations on how to split up the money and you look baffled.

Mayor Newlands: No, I'm just thinking, because I don't think it's fair to the employee because their management team didn't give them an appraisal.

Councilman Booros: Yeah, well then they can blame it on their management team, not this Council. The Charter says...

Mayor Newlands: That's fine. That's fine, but I think we need to get all the paperwork in order and when we get all the paperwork in order, let's be fair to the employee and then we'll proceed and if it's delayed a month or two, that's fine; but I think it's not the employee's fault; it's not the employee's problem. And I'm not...

Councilman Booros: Well Mr. Mayor, let me quote you, he should have asked us two months ago whether or not we were going to renew his contract; he should have asked us for performance appraisal; when we didn't do a performance appraisal. Either they should... They know they're due a performance appraisal. The Police Officers are due physicals and performance appraisals.

Councilwoman Jones: Actually it's in the Code. It's in the Code, Mr. Mayor.

Councilman Booros: It's in the Code.

Councilwoman Jones: It says... It says clearly appraisals shall be made by the immediate supervisor of any employee and they shall be reviewed by the Personnel Officer or Mayor. We did not do our jobs and the supervisors who did not do their jobs ought to have it reflected on their performance evaluations...

Councilman Booros: Absolutely.

Councilwoman Jones: Because that's the way the world works and for me, it's not... You could have a giant pot of money right now and not risk any deficit whatsoever; but the point is that there appears to be sometimes confusing, but a simple set of rules that we are not following ourselves.

Mayor Newlands: But I don't see penalizing the employee for that. I don't see penalizing the employee for that.

Councilman Booros: I don't want to see a performance appraisal handed to the Personnel Committee next Tuesday that gives everybody an outstanding performance appraisal, because some supervisor didn't do his job.

Mayor Newlands: I'm not saying that and I would hope you would not get any different quality in six months then you did in two weeks, from everybody.

Councilman Booros: I'm hoping you would, quite honestly.

Mayor Newlands: No, I mean the...

Councilman Booros: I'm hoping six months from now the 2, or 3, or 4 people that I could point a finger at right now straighten up and give them a performance appraisal mid-term, because if they came before me and asked me for a dime right now... That's what I told you, Mr. Collier stood up and said give everybody \$1,000. Not a chance.

Mayor Newlands: No, I don't agree with that at all.

Councilman Booros: Not a chance. There are some people in this town that don't deserve a dime. Not a dime. Others that are very deserving, absolutely, very deserving, I'm sure. But until you follow the process and they get their performance appraisals, they know, they signed up at

the beginning of the year to even know what was expected of them. I don't even know if that exists, where they all sign their evaluation or their criteria, that they had to live up to for the year.

Mayor Newlands: Self-appraisals. Self-appraisals.

Councilwoman Jones: No. Goals and objectives by which you are assessed the following year, because as I made a statement to Mr. Abbott when we talking about a self-evaluation, if you have no goals and objectives that the employee understands, they're going to be graded on next year; that evaluation isn't worth the paper it's written on. It's a subjective document, if you don't have some points to mark and grade on. It's not unlike the engineering proposals that were sent in and rated. They were given the criteria the needed to produce. They were graded on how well they answered that criteria. This is no different and am I sorry that we, we, did not do this. I am, but I think this work that Councilman Booros put together is fair, if you want to talk about fair. We had one department head who declared he had done his evaluations for his employees. They're entitled. It's their turn and I happen to agree that that would be a payout. It is not a figure that is added to the base pay.

Mayor Newlands: No. No. No. No. No.

Councilman Booros: Yes. Yes. Yes. I agree with that too.

Councilwoman Jones: And I'll tell you one thing about this...

Mayor Newlands: Come on. You've got to be kidding me?

Councilwoman Jones: Let's just go to the base line of what was suggested. Giving a 5% longevity raise to a base salary computes to years down the road of nothing more than an increased base salary; the pension and all the insurance money or any of the tax withdrawals that go with it.

Councilman Booros: An increase over \$10...

Councilwoman Jones: If you're going to have a longevity and we certainly could look at a policy – I don't know anyplace that adds it to the base salary. It's paid out as a one time.

Mayor Newlands: I'm not looking at doing anything with longevity at all right now.

Councilwoman Jones: But it was suggested. We can't ignore that it's been pushed; that it's something that has been suggested and I'm saying...

Mayor Newlands: That's fine, but I would like to go back to the 3%; have it not being part of your base is really disingenuous to the employees. Just to give them 3% and that's it and next year they start over again. They have to see that there's some future and additional money coming out. It's been five years for these people.

Councilman Booros: Not all of them.

Mayor Newlands: Not all of them, yes, but it's been five years for a lot of them and a raise is a raise. It shouldn't be just given out as a one-shot deal.

Councilman Booros: You never know, that gentleman sitting over there may want one little chunk of money in one check, instead of a little bit every month for the next year.

Councilwoman Jones: Some of the \$2,200 per person in the Police Department that was distributed two years ago, resulted in cases of 7% increase over the base salary. Now it didn't go into the base salary, it was paid out, but it represented 7%!

Councilman Booros: Which is 3-1/2% over the last two years if you spread it out over two years; that's 3-1/2% they already have.

Mayor Newlands: Right.

Councilwoman Jones: The other employees got nothing that year.

Mayor Newlands: But you're still not adding to their base. I still don't agree with not adding to their base.

Councilwoman Jones: Well my empathy goes for the employees who got nothing and then the ones that got the evaluations per the Code, that guides us for what we do, they're eligible. The others have time to get their performance evaluations in place, a pot of money put aside. This Council member is prepared to put a pot of money aside to be distributed at a later date after evaluations are looked at and department heads are charged with distributing the funds.

Mayor Newlands: But why one time money; why not in their base? Do you get one time money or do you get money in your base?

Councilwoman Jones: I guess that may... I get money in my base.

Mayor Newlands: And how many years have you gone without an increase in Rehoboth?

Councilwoman Jones: I've had an increase as long as we've had a police contract and why I say that is...

Mayor Newlands: So it's been year's since you skipped a raise.

Councilwoman Jones: Let me explain that they will negotiate that police contract first and then the civilian employees ride that negotiation.

Mayor Newlands: And how many times have the civilian employees in the last five years missed a raise.

Councilwoman Jones: Once.

Mayor Newlands: Once only. One year and once only and are their raises in their base, as opposed as single pay outs?

Councilwoman Jones: Their raises are in their bases; they're longevity are paid out in a single lump.

Mayor Newlands: Oh, they get longevity as well?

Councilwoman Jones: Yes, Sir.

Mayor Newlands: So longevity is not something foreign?

Councilwoman Jones: Foreign? It's not foreign to a lot of towns, but it's foreign to put it into a base pay. You're paid out a paycheck. You get your taxes taken out...

Mayor Newlands: No, I understand that. I'm just bringing out the fact that Rehoboth's paying longevity, Rehoboth's paying raises in their bases, but you're asking Milton not to do that to their employees.

Councilwoman Jones: I'm asking Milton to do what Milton needs to do so that we can get on with offering raises.

Mayor Newlands: Milton needs to take care of their employees; that's what Milton needs to do. They have employees, they're working hard, they're here seven days a week, they're working all different shifts. They need to be taken care of. I'm sorry.

Councilwoman Jones: Don't apologize.

Councilwoman Patterson: And they do work hard and I think this is a nice compromise though.

Mayor Newlands: I don't think it's a nice compromise – from going from nothing for five years, to just getting a 3% one-shot deal, is not a nice compromise, when the other surrounding towns have been getting raises all along. I don't think that's a good compromise at all. I think it's just another slap in the fact to the employees. You've got guys in the Water Department and stuff... you've got guys actually selling scrap metal to make money to buy different things for their departments and stuff. They're trying to do the best they can to get around the budget as much as possible. I think this is terrible.

Councilwoman Jones: I would like to ask Dustan a question and it is personal, so you don't have to answer it.

Dustan Russum: Alright. This scares me.

Councilwoman Jones: And I'm sincere, you don't have to answer it.

Dustan Russum: Alright.

Councilwoman Jones: When the overtime occurred for cutting the lawns, is it offered to the lowest paid man in your department?

Dustan Russum: We all talked about it and I told them that there was opportunity for cutting grass and it's just never fit in to anybody's schedule. One gentleman likes to go fishing and crabbing and that's his time and...

Councilman Booros: So that's as opposed to earning extra money, he'd rather go fishing and crabbing?

Councilwoman Jones: That's his choice. That's his choice, absolutely.

Councilman Booros: That's anybody's choice.

Dustan Russum: Yes.

Councilman Booros: But he's been offered an opportunity to earn extra money and he'd rather go fishing and crabbing, that's his choice.

Dustan Russum: I mean, that person I'm talking about, we've been changing these meters out at nighttime for Quick-Stop and Food Lion and all and he's here for that; but some of these guys, they like their weekend time and that's their choice. Me, on the other hand, I'd just rather work.

Councilwoman Jones: I thank you for answering that.

Mayor Newlands: So where are we?

Councilwoman Jones: We cannot vote at the workshop. I would say it's going to come to a vote.

Robin Davis: Can I just say something?

Mayor Newlands: Yes, if you want to.

Robin Davis: If I may Mayor and Council, I do appreciate the opportunity to speak. By looking at this list that Councilman Booros has submitted, I will say I am one of those employees with no evaluation done for this previous year. And, again, my supervisor was just afforded a new contract with a raise. He is responsible for doing my evaluation and again, I'm going to be penalized for that as those others on the list, which again, that's my supervisor's responsibility to do and to ensure that's done. He's going to get his, but I'm not going to get mine. Thank you for the opportunity. That's all I had to say.

Mayor Newlands: Okay. I need to take two minutes, I've got to get water.

Mayor Newlands: I'm sorry. Thank you.

Councilwoman Jones: Besides what's in the Code, which I agree is oftentimes confusing, do we need to create a very detailed Personnel Policy that includes this kind of stuff, drawn from the Code, but procedurally for every department head it is clear, you don't have to read a big book to understand it, you understand that part of your responsibility as supervisor, is for a yearly review of your employees.

Mayor Newlands: Sure. If we don't have it, we should establish it, sure.

Councilwoman Jones: So that they're not hunting and pecking.

Mayor Newlands: I agree.

Councilwoman Jones: Okay.

Mayor Newlands: I agree.

Councilwoman Jones: I would be happy to work on that if you launch something like that and I can help.

Mayor Newlands: Actually, part of what Win was doing before with the Paychex thing that was going to be a lot of money, he's probably not aware of it, because the Lion's Group, which is the insurance company, started with us earlier, before he started; they offer some of these services and some of it's free. So we can tap into them and find out what's efficient and they can come in and look at our books and find out what's deficient and supplement that with the things that they

have, from a professional point-of-view.

Councilwoman Jones: And it isn't reinventing the wheel and for fear of mentioning Rehoboth, there's a Personnel Policy in place which I'm certainly sure that the Town Manager would be glad to offer a copy for your review, just so you can get some ideas.

Mayor Newlands: We have a Personnel Handbook, a new one was derived probably in 2010. It was gone over by our previous insurance company. It has not been given to the new insurance company, which we want to give to them and they'll review it for us and tell us what kind of deficiencies are in the Handbook and then if we need other Policies and Procedures to go into the Town Code, we can certainly do that.

Councilwoman Jones: Your insurance company reviews it from what point-of-view?

Mayor Newlands: They have HR people in the... both the legal point-of-view and fairness point-of-view, diversity point-of-view.

Councilwoman Jones: I just encourage you to take a look at the many Personnel Policies that are out there among the municipalities right now and again, you may be able to craft something and then it be, you know, a combination of many things. I've never known that I can't go to the Code Book in Rehoboth and find what I need under Administration or Personnel. It's really quite comprehensive, including the longevity list.

Mayor Newlands: That's a good idea. I have no problem with that.

Councilman West: Mr. Mayor, I've got a question.

Mayor Newlands: Sure.

Councilman West: Okay, you're trying to give the employees a raise. There's no law that says we have to give them a raise in October.

Mayor Newlands: Correct.

Councilman West: Why can we not get these performance reviews. It happens all the time and then, if we decide that these employees are eligible, then we can retroactive backwards to give them the raise, effective October, even though we might not give it to them until December?

Mayor Newlands: I don't have a problem with that.

Councilman West: I'm just asking a question.

Mayor Newlands: I don't have a problem with starting the clock in December and giving the raise in December going forward, either. I just think that they shouldn't be penalized six months...

Councilman West: But that's another option that you can do. If we don't decide 100% until November that these employees are going to get a 2%, 3% or whatever, we can make it retroactive backwards, because I had that happen to me.

Mayor Newlands: Right. That's correct.

Councilman West: Working for State Government. You know the State never screws up, but they ended up giving me back pay for six months, because of their screw-up and we could do the same exact thing if we budget it that way.

Mayor Newlands: I agree. Yes.

Councilwoman Jones: I don't disagree with the next quarter for the reviews, but we missed the boat for this budget. We missed it.

Mayor Newlands: I'm not disagreeing. We need to decide also we're putting this money in their base. I think the money needs to go in their base.

Councilwoman Jones: So that's what I want to clarify, that you could live with the review being done in December, as long as the raise goes into the base salary.

Mayor Newlands: That's correct, yes.

Councilwoman Jones: Okay.

Mayor Newlands: And as far as a pot of money, Councilman Booros, at 3%, the pot's real tiny.
Councilman Booros: It's \$20,753.

Mayor Newlands: I know. The pot's real tiny per employee. I mean to slight one person 2-1/2% vs. 3-1/2% it really gets to be a very, very nominal amount of money and I went through this once after 9/11 when they froze everybody's raises; they gave us a pot of 3% and said, figure out how you want to do it. I said, just give them all 3%. They hadn't had a raises in a couple of years and you go 2-1/2% on one person; to slight somebody for 2-1/2% and give somebody 3-1/2%; the guy that gets 3-1/2%, feels good; but for \$200 or \$300, the other guy feels really bad and it's \$200-300. It's really not a lot of money.

Councilman Booros: I understand what you're saying.

Councilwoman Jones: It's based on their performance evaluations.

Mayor Newlands: I understand that.

Councilman Booros: Apparently you don't.

Mayor Newlands: Performance is one of the factors, but at 3% there's very little latitude you have, at 3%, that's all I'm trying to tell you.

Councilwoman Jones: Well you asked about Rehoboth, Rehoboth has a 3%. If you get the kind of performance evaluation that earns you 3%, you get it and I know Georgetown does this too. If you have something on your performance evaluation that isn't quite so savory, you may come away with 1-1/2%.

Mayor Newlands: If it's going to be that drastic, yeah, I agree with you. If it's going to be slight...

Councilman Booros: For instance, Dustan and his little group, the people there, it's \$3,000 bucks, for three people.

Mayor Newlands: Uh-huh.

Councilman Booros: Three people. I'm talking about you and your two coworkers.

Mayor Newlands: Well there's four altogether with Allen.

Councilman Booros: Different story. He comes under Mr. Abbott's pot of money.

Mayor Newlands: No he doesn't.

Councilman Booros: But you three people based on your salaries, it comes to \$3,000 bucks.

Mayor Newlands: No, Allen is under water, the same as them.

Councilwoman Jones: But his evaluation comes under Mr. Abbott.

Councilman West: What he's saying is his evaluation is done by Win.

Councilman Booros: It hasn't been done yet. He's got to have his evaluation done.

Mayor Newlands: Okay. I'm sorry. I didn't know where you were going with that.

Councilman Booros: That's nothing to sneeze at. Now if one of them is a loser, maybe you get \$1,500 and he doesn't get anything, based on what his supervisor recommends to the Personnel Committee and based upon the evaluation of what the Personnel Committee thinks about it, they'll bring it to us.

Mayor Newlands: Yes, if it's that drastic, yes, I agree with you.

Councilman Booros: So, I'm not talking about giving one guy 1% and one guy... There might be a guy that doesn't get a dime, because he's a mess-up.

Mayor Newlands: Well that I agree with. That I agree with. Sure.

Councilman Booros: Which just leaves more in the pot for the rest. Dustan and the rest.

Councilwoman Jones: If we're still in the discussion phase and I'm not opposed to the December evaluations and looking at a raise in the base salary, I'm still at looking at the three employees whose supervisor complied and after their evaluations are looked at at a convening of the Personnel Committee, I'd recommend that they get on the boat now.

Mayor Newlands: Sure, but what about retroactive for the others? See I mean, it's still, if it's not retroactive, it kind of penalizes them and it's not their fault, so I see taking care of the three that are done and do them, so they can start enjoying their money early.

Councilman Booros: If it's a cash pay-out, you don't have to go retroactive, you just give it to them.

Mayor Newlands: But I don't want to do cash, I want to do base, and I think that's what Councilwoman Jones is leaning more towards doing it as part of your base.

Councilwoman Jones: Well I think what's going to happen is, frankly, it's going to come down to a vote. I know we can't take a vote this evening, but I think I'm just trying to clarify the options on the table. I am just still speaking for the three people in maintenance, that their consideration be given now.

Mayor Newlands: I agree with that. I agree with that and now we need to talk about whether it's going to be base or not and when we talk about the other employees is it going to be retroactive to October, or not? I think all of it should be base, in their base salary.

Councilman West: Mr. Mayor, I feel that it should be to their base salary and then upon the recommendation of the Personnel Committee, after these evaluations are studied, whether it would be retroactive or not, depending on the evaluation. Everything should be based on this new budget at the beginning of the fiscal year.

Mayor Newlands: Okay. I can go along with that.

Councilman West: Okay, you're not going to penalize the three in the Water Department that have got it and you're not going to penalize... If you're going to penalize anybody, you should penalize the heads, not the employees.

Mayor Newlands: Right.

Councilman West: Because I'm not going to pay for something my boss screwed up and he's going to know it and that's the way that I feel that all the employees should say; they should say dude you screwed up; why didn't you tell me this? And I'd have been on top of it. But I also blame the employees because they knew it going in because that was part of the hiring process, that they were going to be evaluated. So it's a combination of both of them. But I still say instead of keep arguing about this, we just base it on the Personnel Committee's recommendation after these evaluations are done and if they're deserving, bring it back retroactive to the beginning of the fiscal year.

Councilwoman Jones: I don't agree with retroactive, but I agree with reviews in December. And I agree with adding it to the base pay.

Councilwoman Patterson: I still have concerns about sustainability, because I remember the budget last year and I don't want, in two years from now, if we're not getting the transfer taxes in, but I'll think about it.

Mayor Newlands: Yes, you can't... You do that and it's going to be the next year, the next year, the next year.

Councilwoman Patterson: I know. Well you know, we're going to start nitpicking it again next year.

Mayor Newlands: I know. I know.

Councilman Booros: I'm with Councilwoman Patterson. I'll think about it.

Councilwoman Patterson: It's a really... Not that...

Councilman Booros: And I don't have a problem with moving the review up a little bit; not being six months down the road; but as far as retroactive, I'm with her. Let me think about it.

Councilwoman Patterson: I think everybody's doing a great job, it's a time of austerity and you know I run a business too and I just... I see what's happening and I just don't want this town to

get in a bind again. So that's what I wanted to say.

Mayor Newlands: Alright so we need to vote on this week. We still have a meeting scheduled for Wednesday. I haven't booked anything for Thursday. I'm not sure who's available Thursday next week.

Councilman West: Not me.

Mayor Newlands: You're not available. I'm not sure if Councilman Lester's available Thursday next week, either. And you're not available Wednesday?

Councilwoman Patterson: Not.

Mayor Newlands: So I still have time to book everything and do all the Freedom of Information Act requests and things, I still have time to do all that.

Councilwoman Jones: I really would feel best if all Council were present to vote on such a very, very important issue. I really mean that. I think you need all votes and I think the citizens need to hear how Council votes.

Councilwoman Patterson: I agree. The meeting on Wednesday, are we going to have a discussion. I mean, I can make it, but I have to leave by 8:00, because I have to be somewhere in the evening.

Mayor Newlands: Wednesday was going to be if we finished tonight, Wednesday was going to be to adopt the budget.

Councilwoman Patterson: Okay, so it would be a vote and we'd be out of here in an hour? Possibly? And a half?

Mayor Newlands: You can.

Councilwoman Patterson: It's okay. I'll come Wednesday because I think it's everybody's schedule; we do all need to be here.

Councilman West: Can we start at 6:00?

Councilwoman Jones: I was going to say, could we start the meeting at 6?

Councilwoman Patterson: If we could start at 6, that would be even better.

Mayor Newlands: We can start at 6 as far as me. I haven't announced it yet, so we could start at 6, it's fine with me. I haven't announced it yet, we could start at 6.

Councilman West: Because I have to be honest with you, I want to be out of here at 7:30.

Mayor Newlands: I can also check with Seth to see if we could allocate the pot of money for the raises, but decide later on how to implement that. I don't think that's something we need to implement initially next week anyway.

Councilwoman Jones: But I think we need to build a frame on how it is going to be implemented in the future and put the increments and what's on there, but I don't hear anybody so far debating putting a pot of money, a line item away for this. Do I hear any dispute about that?

Councilman Booros: I have a _____.

Councilwoman Jones: Right. I don't have a dispute about that.

Mayor Newlands: Okay, right now we're at about \$16,000; so we need to take money maybe from transfer tax, another \$16,000, in order to meet this \$30,000 pot, okay?

Councilwoman Jones: Is that what it is Councilman Booros a \$30,000 pot when it's all said and done?

Councilman Booros: That's not how I'm reading it, but he's come up with \$30,000. The \$20,000 that I'm coming up with, doesn't include the social security, the FICA and everything else.

Mayor Newlands: Mine includes everything.

Councilman Booros: That's just the base salary.

Mayor Newlands: If you look at the column that says 3% COLA, that's everything.

Councilwoman Jones: What document are you on?

Mayor Newlands: The budget that we gave out, that we emailed to you.

Councilwoman Jones: On the back page? Hold on.

Mayor Newlands: Yes. The back page is a total. Each department's details.

Councilwoman Patterson: So that's what we have.

Mayor Newlands: The only two differences, again we were not doing the girl who just started, okay? You had talked about skipping Michael who started in June.

Councilman Booros: Somebody who's been here three months, probably shouldn't be getting a Cost of Living Raise.

Mayor Newlands: So they're both factored into this \$1,518; if you go to page one. What's not in the \$90,300 is Win's increase, so that will be \$2,000 there and \$1,000 down in water.

Councilwoman Jones: Increase?

Mayor Newlands: Increase. Yes, that will go up because that will go up, because that wasn't factored in here.

Councilman Booros: But he's not in the pot?

Mayor Newlands: No, I'm just getting overall budget figures.

Councilwoman Jones: And where did you say in Water, Mr. Mayor?

Mayor Newlands: Salaries. It will be \$1,000 additional there, because his is split 65/35%.

Councilwoman Jones: And I say again, whoever it is that's going to do the evaluations of the supervisors, this information needs to be there when the evaluation is done.

Mayor Newlands: Just give me one second. I've got to remember Pat. Okay, I'll get new sheets out to you tomorrow.

Councilwoman Jones: And since we will have three evaluations to review, would you consider this maybe at the tail end of this week, convening a Personnel Committee Meeting?

Mayor Newlands: The tail end of...

Councilwoman Jones: This week, looking into next week so that we can get together and look at these evaluations?

Mayor Newlands: It would have to be on the 27th, that's the only date that will be available.

Councilwoman Jones: Well and in this case, truly in the case of the three that are eligible, if we didn't make it on the nail of October 1st, that retroactive I would not have an issue with, after we look at the evaluations. That's why I wanted to do it as quickly as possible.

Mayor Newlands: Yes. We have to see what rooms are available in the Library, because we usually use those little break-out rooms, the Executive Session rooms.

Councilwoman Jones: Well, it's so small and it's not opened to the public, can it be held in Town Hall?

Mayor Newlands: It could be, but people don't like that.

Councilwoman Jones: Okay.

Councilman Booros: People don't like... It's not open to the public.

Mayor Newlands: I know that, but they still want to see where we are. They want to see who's there at the meetings. I don't know. I can do it at Town Hall. I don't care. It's fine with me. Town Hall is fine with me. We can do it in Win's office. Any other questions, issues, concerns? No. thank you all.

3. Adjournment

Councilman West: Mr. Mayor, I make a motion we adjourn at 9:23 p.m.

Mayor Newlands: We're not in session.

Councilman West: But you've got it on that paper that we adjourn.

