



## CUMBERLAND COUNTY FINANCE COMMITTEE

### Meeting Minutes

Wednesday, September 21, 2022

The Finance Committee met in person in the Feeney Conference Room in the County Courthouse, 205 Newbury St, Portland ME 04101

#### Attendance

##### **Finance Committee**

Paul Tworog, Bridgton  
Lee Pratt, Gorham  
Bob Vail, Cumberland  
Dustin Ward, New Gloucester  
Jocelyn Leighton, So Portland (Absent)  
Kate Snyder, Portland  
Andrew Zorro, Portland (Absent)

##### **Cumberland County**

Alex Kimball, Deputy Manager  
Jim Gailey, County Manager  
Amy Jennings, HR Director  
Commissioner Stephen Gorden  
Chair Susan Witonis  
Bill Trufant, Facilities Director

#### **1. Welcome & Introductions**

Chair Dustin Ward started the meeting at 5:00pm and welcomed members and County staff.

#### **2. Public Comment Received**

There were no comments from the public.

#### **3. Presentation of the 2023.5 and 2023/24 Budgets**

County Manager Gailey presented the 2 budgets.

Paul Tworog – What is the actual number for the Jail 2022 expenses?

Paul Tworog – What happened to the funding raised, where does it go?

Bob Vail - Is it benchmarked against the rest of the State or specific to Cumberland County?  
Deputy Manager Alex Kimball responded.

Mayor Kate Snyder – If fully staffed, how many Corrections Officers employees is that? How many do we have currently? Are Federal boarders not coming because of lack of staffing to cover the need? Regarding the budget, FY24, when do you make the decision to budget what we have versus what we hope for? State jail funding, is that capped or alternate? The Sheriff recently requested support from the Governor's office for National Guard support, was that approved?

County Manager Jim Gailey continued discussion about the Cross Insurance Arena Budget. Paul Tworog – What is driving the new event attendance and revenue increase? Deputy Manager Alex Kimball responded that it is a unique post COVID trend.

4. Presentation of the following budgets:
  - i. Debt Service/Tax Anticipation Note
  - ii. Capital: non-debt and bonding
  - iii. Facilities Department Budget
  - iv. Revenues
  - v. Human Services/Grants
  - vi. Finance, Executive & Human Resources Budgets

General Questions after the Debt Service and Human Services Grants:

Lee Pratt – What is the CC Extension Service

Mayor Kate Snyder – Does the group approve the 6 month budget? And does the group meet again in the spring to review the new FY24 Budget? How is the jail budget approved given the early preparation?

Questions:

Chair Dustin Ward: Onetime items. Elevators are a one-time expense. How does that relate to the items replaced frequently like the replacement of the Sheriff's tasers?

CM Jim Gailey explained that tasers were being phased out to a body camera and taser package in a separate line.

Chair Dustin Ward asked County Manager Gailey to give an overview of the structure of the committee and the timeline for the benefit of the new participants and for viewers.

Lee Pratt – Regarding the Jail, what are the union negotiations for their increases, how does it factor into the budget? As previously discussed, when County salaries go up, it drives up the Towns budget.

Facilities Director Bill Trufant went over major capitol items in the process of being replaced. Bob Vail – what type of roof is being replaced at the jail. A ballasted rubber roof – the removal is not environmentally friendly.

Mayor Kate Snyder - annual revenue and expenses for the parking garage?

Chair Dustin Ward asked if there were other changes to the 6 month budget.

Lee Gorham – How is electricity purchased? Through a commodity purchases? Solar? There was a discussion of the concept of solar farms and kilowatt exchange.

Paul Tworog – Facilities Dept. shows a decrease in salaries but employees have stayed the same according to page 45.

Chair Dustin Ward asked about the spaces on page 55 and if it was a negative signifying a loss. On page 56, were more employees hired in facilities. Deputy Manager Alex Kimball added that the part time employee was shifted from the garage to facilities.

On the topic of revenues, page 14, Chair Dustin Ward – as value is up and transactions are down will that be accounted for going forward? Can you explain revenue changes from passports (probate) and the revenue from the DA’s office?

Human Services and Grants was presented by the County Manager.

Mayor Kate Snyder asked how many beds were in the Tedford House homeless shelter.

Human Resources Budgets on Page 39 was presented by the County Manager.

Paul Tworog – Salary increase for County employees, was that based on a study of regional rates?

Mayor Kate Snyder – would the COLA occur at the same time as the new employee increase? The same time at the Merit increase?

Bob Vail –More in support of merit pay instead of an automatic step increase.

Chair Dustin Ward – How was the wage study performed? Informally or formally?

Deputy Manager Alex Kimball gave an overview of the Finance Budget on page 87.

Paul Tworog – What payroll software is used?

Chair Dustin Ward – Will the software be replaced in the future, what will the cost be?

HR Director Amy Jennings gave an overview about the Human Resources Department.

Lee Pratt – why is there an increase in phone expenses.

Chair Dustin Ward – page 39, are 5 employee enough to run the Human Resources. Why did wellness expenses exceed the budgeted amount?

Bob Vail – What is workforce solutions, is it County wide?

## **5. Discussion of Department Presentations for future meetings**

Lee Pratt – Could the Sheriff’s office give an overview of their budget.

Bob Vail – has there been discussion about splitting out the Sheriff office from the Jail and regionalizing Deputy services.

Chair Dustin Ward proposed the Communications Center provide an update as well.

County Commissioner Witonis proposed that the next meeting be through Zoom instead of in person to be aware of the CCRCC and Sheriff’s travel and schedule limitations.

## **6. Finance Committee Schedule – Fall of 2022**

i. October 12, 2022 at 5:00 pm

Members determined that they would meet in person.

ii. November 9, 2022 at 3:00 pm via Zoom

Members determined that they would meet via Zoom at 4pm.

## **7. Adjourn**

M: Lee Pratt

2<sup>nd</sup>: Bob Vail

The meeting was adjourned at 7:30pm.