



## **Finance Committee Workshop**

**Thursday, March 18, 2021 at 6:00 pm**

Please click the link below to join the webinar:

<https://zoom.us/j/97566856442>

Or iPhone one-tap :

US: +13126266799,,97566856442# or +16468769923,,97566856442#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or +1 408 638 0968 or  
+1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 975 6685 6442

International numbers available: <https://zoom.us/j/97566856442>

### **COVID-19 Update**

In response to the recent outbreak of Coronavirus Disease 2019 (COVID-19) the Governor signed LD 2167, An Act To Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine in Response to the COVID-19 Public Health Emergency, which is now PL 2019, c. 617.

Part G enacts Title 1, section 403-A, Public proceedings through remote access during declaration of state of emergency due to COVID-19. It authorizes conducting public proceedings through telephonic, video, electronic or other similar means of remote participation with specific conditions. The section is repealed 30 days after the termination of the state of emergency.

### **Finance Committee Members**

James M. "Jamie" Garvin, Chairman

Nicole Boucher  
Valerie J. Deveraux  
Jeremy A. Gabrielson, Finance Committee Chairman  
Caitlin R. Jordan  
Penelope A. Jordan  
Gretchen R. Noonan

**1. Welcome and Introductory Comments: Jeremy A. Gabrielson, Finance Committee Chairman**

**2. Finance Committee Review of the FY 2022 Municipal Budget**

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.) Persons wishing to address the council shall indicate their desire using the Raise Hand function of the Zoom meeting. When recognized by the chairman, the speaker shall give his or her name and address or local affiliation, if the affiliation is pertinent.

**Portland Head Light**

Department 870  
Fund 70 Museum at Portland Head Light - Gross

**Public Works**

Department 310 Public Works - Reynolds  
Department 320 Refuse and Recycling - Reynolds  
Department 330 Parks and Grounds - Reynolds

**Facilities**

Department 600 Facilities Management - Schwarz  
Department 610 Town Hall - Schwarz  
Department 615 Library Building - Schwarz  
Department 620 Town Center Fire Station - Schwarz  
Department 621 Community Center Building - Schwarz  
Department 622 Richards Pool Building - Schwarz  
Department 630 Police Station - Schwarz  
Department 631 Cape Cottage Fire Station - Schwarz

**Community Services & Fort Williams Park**

Department 633 Community Services Administration - Raftice  
Department 634 Fitness Center - Raftice  
Department 635 Richards Pool Programs - Raftice  
Department 636 Community Services Adult Programs - Raftice  
Department 637 Community Services Youth Programs - Raftice  
Department 638 Cape Care Program - Raftice  
Department 645 Fort Williams Park - Raftice  
Special Revenue Funds  
Fund 65 Fort Williams Park-CIP - Raftice

### **Capital Improvement Projects**

Department 715 Capital Items - Sturgis

### **Special Revenue Funds**

Fund 40 Sewer Fund - Reynolds  
Fund 42 Infrastructure - Sturgis  
Fund 47 Spurwink Church - Sturgis  
Fund 50 & 51 Riverside Cemetery - Reynolds  
Fund 52 TIF - Sturgis  
Fund 55 Thomas Jordan Trust - Sturgis  
Fund 60 Land Acquisition - Sturgis  
Fund 75 Rescue Fund - Sturgis

### **Review of Fee Schedule**

Certain fees are set by the town council. It is recommended the finance committee review the recommended changes and forward recommendations to the town council for a vote on May 10.

### **3. Follow Up on Any Items from the March 15, 2021 Finance Committee Workshop**

### **4. Upcoming Finance Committee Workshops and Budget Meetings**

*Note - Town Council meetings begin at 7:00 p.m. Finance Committee budget workshops begin at 6:00 p.m.*

Monday, April 12

Regular Town Council Meeting Including Opportunity for Budget Public Comments

Monday, April 26 (6:00 p.m.)

Finance Committee - School Budget Presentation from the School Board

Tuesday, April 27 (6:00 p.m.)  
Finance Committee Wrap-Up (if needed)

Monday, May 3  
Special Town Council Meeting - Budget Public Hearing

Monday, May 10  
Regular Town Council Meeting and Vote on the FY 2022 Budget

Tuesday, June 8  
Citizen Vote on the Town Council Adopted School Budget

## **Adjournment**

### **Participation at Meetings and Conduct of Meetings**

#### Workshop Meetings

The purpose of a workshop meeting is primarily for council dialogue involving reports and proposals from council members, committees and staff that may be considered at later Town Council meetings. The Town Council may give guidance to the chairman and to staff at workshop meetings but no decisions may be made that require formal votes. Notwithstanding the prior sentence, the Town Council may vote on procedural motions at a workshop meeting to determine a conflict of interest, to enter into executive session and to adjourn. Prior to Town Council discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the chairman may allocate the speaking time in order to balance the debate. The public participation portion shall conclude when the Town Council begins its discussions.

#### Decorum

Persons present at Council meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at Council meetings may only address the Town Council after being recognized by the chairman.