

Auburn Finance Committee  
Minutes of the Meeting -March 16, 2022

Members Participating: Anne Cavanaugh, Kevin Kennedy, Ed Coleman, Michael Marshall (remote), Diane Byrne (remote) and Patrick Jones  
Absent: Trevor Sansoucy  
Also Present: Town Manager Julie Jacobson and CFO/Asst. Town Manager Ed Kazanovicz

The meeting was called to order at 6:30 P.M. by the Chair Anne Cavanaugh.

The Chair announced that, in accordance with Chapter 22 of the Acts of 2022, the meeting was being conducted by hybrid with in-person and remote participation options. For the public to join the meeting remotely, by telephone call 1-786-535-3211 access code 991-599-357, join by computer: <https://global.gotomeeting.com/join/991599357>.

All supporting materials that have been provided to members of this body are available on the Town's website. The public is encouraged to follow along using the posted agenda.

Chair Cavanaugh confirmed that all members that were participating remotely were present and could hear her:

- Kevin Kennedy - Here
- Ed Coleman - Here
- Michael Marshall Yes
- Patrick Jones - Here
- Diane Byrne - Yes

Town Officials:

- Town Manger Julie Jacobson - Here
- CFO/Assistant Town Manager Ed Kazanovicz - Here
- Adm. Assistant Sharon Kwiatkowski - Yes

The Chair announced that the meeting was being recorded by Auburn Cable Television and that each vote to be taken in the meeting would be conducted by roll call vote.

Ms. Cavanaugh gave an overview of the meeting agenda.

The Finance Committee met with Provisional Police Chief Todd Lemon and Provisional Lieutenant R. Scott Mills regarding the FY2023 budget for the Police Department.

Provisional Chief Lemon read a statement on the Police Department budget request for FY2023. He spoke with the committee about the following issues:

- Re-Organization of Police Department into three divisions: Administrative, Operations and Services

- Addition of Deputy Police Chief Position and Salary
- Assessment Centers for Police Chief, Deputy Police Chief, Lieutenants, Sergeants
- Building and Grounds Repairs - ongoing issues with HVAC systems
- Quinn Bill
- Court Time
- Staffing Levels
- Utilities
- Police Details

The Finance Committee voted to recommend approval of a total budget appropriation of \$5,080,225.00 for #01210 Police Department, as presented in the recommendation of the Town Manager (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Coleman, Yes; Mr. Jones, Yes; Mr. Marshall, Yes; Ms. Byrne, Yes; Ms. Cavanaugh, Yes - passed 6 to 0.

The Finance Committee reviewed the CIP for the Police Department. Provisional Lt. Mills provided information on the status of police vehicle purchases.

Deputy Fire Chief Glenn Johnson was participating for the FY2023 Budget for the Fire/Rescue Department.

He discussed the following items with the Committee:

- Proposed new position of a part time secretary to start in April of FY23 to help with increased workload
- Increased Mutual Aid calls
- Decreases in Overtime and Training to Offset Professional Development
- Ambulance Collections- \$1,075,000.00 will go toward FY2023 Budget

The Finance Committee voted to recommend approval of a total budget appropriation of \$3,641,407.00 for #01220 Fire/Rescue Department, as presented in the recommendation of the Town Manager (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Coleman, Yes; Mr. Jones, Yes; Mr. Marshall, Yes; Ms. Byrne, Yes; Ms. Cavanaugh, Yes - passed 6 to 0.

The Finance Committee reviewed CIP requests from the Fire/Rescue Department for vehicles and equipment.

The Finance Committee reviewed the budget request for #01291 Emergency Management Department.

The Finance Committee voted to recommend approval of a total budget appropriation of \$17,500.00, as presented in the recommendation of the Town Manager (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Coleman, Yes; Mr. Jones, Yes; Mr. Marshall, Yes; Ms. Byrne, Yes; Ms. Cavanaugh, Yes - passed 6 to 0.

At 7:51 P.M. the Finance Committee voted to adjourn the meeting (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Coleman, Yes; Mr. Jones, Yes; Mr. Marshall, Yes; Ms. Byrne, Yes; Ms. Cavanaugh, Yes - passed 6 to 0.

The following documents were part of the Finance Committee's Meeting of March 16, 2022 and are retained in the Executive Office of the Town Manager:

- March 16, 2022 Agenda
- FY2023 Department Budget Requests - Police Department, Fire/Rescue Department, Emergency Management Department