

# COMBINED SELECTBOARD & BUDGET COMMITTEE SPECIAL MEETING AGENDA

## Richmond Town Office Conference Room

Tuesday, April 28, 2026 @ 6:30PM

### Select Board Members

Andy Alexander  
Robert Bodge, Chair  
Matt Roberge  
Tracy Tuttle  
Brian York, Vice Chair

### Budget Committee Members

Therese Acord  
Will Berdan, II  
Randy Bodge  
Minnie Grizkewitsch  
Vivian Pratte

- 1.0 Selectboard Chair – Open the Meeting
- 2.0 REQUEST TO APPROVE MINUTES OF SELECTBOARD & BUDGET COMMITTEE COMBINED MEETING ON: April 14, 2026
- 3.0 Selectboard & Budget Committee Final Review of Budget Elements
  - 3.1 Final Review of Proposed Operations Budget – Jim Chandler, Town Manager
  - 3.2 Review of Estimated Combined Municipal & School Budgets
    - 3.2.1 Discussion of Estimated Total Expenses & Revenues Impacts to 2026 Mil Rate
  - 3.3 Recommended Final Article Totals for Preparation of Town Meeting Warrant
- 4.0 ADJOURNMENT

# Combined Select Board & Budget Committee Minutes

## April 14, 2026

### Select Board Members

Andy Alexander  
Robert Bodge, Chair  
Matt Roberge  
Tracy Tuttle  
Brian York, Vice Chair

### Budget Committee Members

Therese Acord  
Will Berdan, II  
Randy Bodge  
Minnie Grizkewitsch  
Vivian Pratte

#### 1.0 Selectboard Chair – Open the Meeting @ 6:15

Select Board Members Present: Alexander, Bodge, Roberge, Tuttle & York.

Budget Committee Members Present: Acord, Berdan, Grizkewitsch & Pratte (Bodge absent)

Public: Town Manager-Jim Chandler, Deputy Treasurer-Laurie Boucher, CEO-James Valley

#### 2.0 Selectman Roberge made a motion to approve the minutes of April 7<sup>th</sup>. Selectwoman Tuttle seconded. Motion passed (5-0) (4-0 Budget Committee, Randy Bodge absent)

#### 3.0 Selectboard & Budget Committee Review of Budget Elements

##### 3.1 Code & Facilities – James Valley, CEO & Facilities Manager

Job Titles/Duties (Code Enforcement Officer, Building & Plumbing Inspector, Planning & Appeals Board Assistant, Assessor's Assistant, E-911 Addresser Agent, Health Officer, Front Counter Backup (Deputy Tax Collector & Deputy Treasurer), Facilities Manager, General maintenance/Repair Person, Floodplain Management Agent)  
James said that most State of Maine training courses are free.

Discussion only, no motions made

##### 3.2 Operations Non-Departmental Budgets – Jim Chandler, Town Manager

###### 3.2.1 Public Safety, Public Service Agencies, Fuel

Town Manager didn't feel it necessary for Public Service Agencies to show up in person. We have the request and backup information if anyone wants to review it.  
Public Safety & Fuel are ok

Discussion only, no motions made

##### 3.3 Tax Increment Financing (TIF) Budget – Jim Chandler, Town Manager

###### 3.3.1 Downtown

###### 3.3.2 Pipeline

###### 3.3.3 New Four Corners

Discussion only, no motions made

##### 3.4 Final Review of Proposed Operations Budget – Jim Chandler, Town Manager

Postponed until 4/28

#### 4.0 The consensus of the board was to adjourn @ 7:30P (5-0)

Summary

Town of Richmond

2026 - 2027 Budget

**Budget Summary**

The Proposed FY27 Budget request is presented for your consideration, recognizing the expenses below reflect the actual operational costs for municipal services, some of which may not have been as transparently presented in previous budget cycles. However, a number of costs are eligible for TIF supplemental funds to offset their full appropriation costs, and others have revenue streams that also offset net expenses. This proposal requires careful consideration by you to decide which services are essential, desired, or need to be adjusted; however, a number of commodity increases are beyond the town's control and are effectively set if their supported services continue at their current levels of service. **This Budget reduces the number of FTE's from 12 to 11 employees.**

\* Departments with TIF Eligibility or Revenue Offsets to reduce net Appropriation Amounts

Account Name	FY26 Approved Budget	FY27 REVISED Proposed Budget	FY27 Budget Committee	FY27 Selectboard	\$ Change FY26 to FY27	% Change FY26 to FY27	TIF, Undesignated Fund Balance, or Revenue Offsets	Amount to be Raised by Commitment
Administration *	337,318	348,237	0	0	10,919	3.24%	41,100	307,137
Benefits (Townwide) *	365,233	428,650	0	0	63,417	17.36%	21,265	407,385
Boards & Committees	16,800	16,350	0	0	(450)	-2.68%	0	16,350
Capital Outlay *	19,425	23,000	0	0	3,575	18.40%	20,500	2,500
CEO & Facilities *	59,063	64,519	0	0	5,456	9.24%	15,620	48,899
Debt Service	32,459	32,459	0	0	0	0.00%	0	32,459
Fire/EMS *	197,899	177,146	0	0	(20,753)	-10.49%	10,000	167,146
General Assistance	5,000	5,000	0	0	0	0.00%	0	5,000
Insurance	89,100	89,900	0	0	800	0.90%	0	89,900
Intergovernmental	15,941	17,077	0	0	1,136	7.13%	0	17,077
Library *	66,678	72,361	0	0	5,683	8.52%	5,300	67,061
Parks & Cemeteries *	31,484	49,544	0	0	18,060	57.36%	42,952	6,592
Police *	302,578	314,004	0	0	11,426	3.78%	22,478	291,526
Professional Services *	63,814	82,845	0	0	19,031	29.82%	8,300	74,545
Public Safety *	217,573	260,486	0	0	42,913	19.72%	129,493	130,993
Public Service Agencies	15,324	17,775	0	0	2,451	15.99%	0	17,775
Public Works *	529,615	544,234	0	0	14,619	2.76%	159,296	384,938
Recreation & Events *	44,467	72,994	0	0	28,527	64.15%	32,000	40,994
Reserves *	674,200	927,000	0	0	252,800	37.50%	927,000	0
Seniors *	34,509	36,987	0	0	2,478	7.18%	800	36,187
Recycling Transfer Station *	96,275	111,376	0	0	15,101	15.69%	44,000	67,376
Town Fuel *	28,281	41,950	0	0	13,669	48.33%	0	41,950
<b>TOTALS FY27</b>	<b>3,243,036</b>	<b>3,733,894</b>	<b>0</b>	<b>0</b>	<b>490,858</b>	<b>15.14%</b>	<b>1,480,104</b>	<b>2,253,790</b>
<b>Description</b>	<b>FY26 Appr</b>	<b>FY27 Prop</b>	<b>Budget</b>	<b>Selectboard</b>	<b>\$ Increase</b>	<b>% Increase</b>	<b>TIF Revenues</b>	<b>FY27 Supplem</b>
FY26 to FY27 Appropriation Totals	2,208,862	2,253,790			44,928	2.03%	Adj TIF Above:	513,104
<b>TIF Revenues Description</b>	<b>FY26 Appr</b>	<b>FY27 Prop</b>			<b>\$ Increase</b>	<b>% Increase</b>	<b>Beedle Road:</b>	<b>429,200</b>
FY27 Proposed TIF Revenue Distributions	546,461	920,627			374,166	68.47%	920,627	942,304

**ESTIMATED Proposed Fiscal Year 2027 Municipal & School District Budgets, with Estimated Municipal Revenues, State Education Subsidies, and Estimated County Taxes**

Analysis below is based upon the current (as of April 2026) Proposed Working Budgets of the Town of Richmond and the Richmond School District, combined with Estimated Revenues, Estimated TIF Project Financing, Estimated Sagadahoc County Taxes, and does not include the State-mandated Overlay amount. These are not available until the Town receives the 2026 final Valuation amounts from the Assessor, and Sagadahoc County Tax Assessment, both available in late September, at which time the 2026-2027 Mil Rate will determine the required Commitment.

These Proposed Budget amounts reflect:

- Municipal Operations - Proposed Increase of \$44,928 (2.03% over Approved FY26)
- Municipal Use of \$927,000 of Undesignated Fund Balance to offset Tax Appropriations
- Richmond School District - Proposed Increase of \$198,973 (3.83% over Approved FY26)
- School District Use of \$249,002 in Balance Forward to offset Tax Appropriations
- Sagadahoc County Tax Increase Estimate of \$27,503 (3.7% over Approved FY26)

This analysis is based on *currently available data*. It establishes a State-determined range for a potential Mil Rate between 11.832 and 12.424. The calculations below use an *approximated potential* Mil Rate between 11.88 and 11.92.

A *maximum potential* Mil Rate of 11.90 provides for a typical Overlay *estimated* amount of \$36,874, which is \$26,431 less than the FY26 Approved amount of \$63,305.

All these amounts are Proposed and/or Estimates and Subject to Change. They are also subject to Approval by the Citizens of Richmond at the June 2026 Town Meeting, and subject to final amounts provided by the Town of Richmond Assessor, Sagadahoc County, and the State of Maine in September.

Estimated Cost of FY27 Municipal & School Operations		
Operational Costs w Rev & Sub	Subtotals	Percent
School District (Less FY26 Carryover)	\$ 8,858,498	59%
Municipal Services (Less Und Fund Bal)	\$ 4,476,340	30%
County Tax (Estimated 3.7% Increase)	\$ 724,500	5%
TIF Project Financing (Estimated)	\$ 908,181	6%
Assessed Total Costs * (No Overlay)	\$ 14,967,519	100%
FY27 Total Operational Costs	\$ 16,143,521	

Proposed FY27 Assessment Amounts		
Purpose	Amount	Percent
Richmond School District	\$ 5,453,989	58%
Municipal Services (No Overlay)	\$ 2,253,790	24%
County Tax (Estimate 3.7% Increase)	\$ 724,500	8%
TIF Project Financing	\$ 908,181	10%
Total Costs	\$ 9,340,460	100%
Less Estimated Deductions = Net Appropriation	\$ 7,117,910	

Proposed Budget Amounts with ESTIMATED Tax + Supplemental Funds					
Richmond School District	Amount	Percent	Municipal Services	Amount	Percent
Local Tax Revenues	\$ 3,091,274	34%	Local Tax Revenues (No Overlay)	\$ 2,253,790	42%
Local EPS Tax Revenues	\$ 2,297,139	25%	Undesignated Fund Balance Use	\$ 927,000	17%
State EPS Subsidy	\$ 3,404,508	37%	State Revenue (Estimated)	\$ 725,000	13%
FY26 Carryover	\$ 249,002	3%	Other Revenue (Estimated)	\$ 1,250,000	23%
Food Service (Local)	\$ 65,577	1%	Special Revenues (Estimated)	\$ 247,550	5%
FY2027 Total Budget	\$ 9,107,500	100%	FY2027 Total Budget	\$ 5,403,340	100%

