

City Council Minutes
Special Meeting, Tuesday, March 25, 2025

CITY COUNCIL SPECIAL MEETING

March 25, 2025 2:00 P.M.

Brewer City Hall Council Chambers

- I. Call to Order** (Mayor Daniels)
- II. Roll Call** (City Clerk)
- III. Pledge of Allegiance to the Flag of the United States of America** (Mayor Daniels)
- A. Minutes** (none)
- B. Awards, Petitions and Public Comments**
 - 1. Workshop: Fiscal Year 2026 Budget Workshop.
- C. Consent Calendar**
 - 1. (2025-A064) ORDER Accept donation from Twin City Tire & Service to Brewer Parks and Recreation Department for Spring T-Ball Program. (Councilor Phanthay)
 - 2. (2025-A065) ORDER Authorize purchase of utility tractor/mower for Water Department. (Councilor O'Halloran)
- D. Monthly Reports** (none)
- E. Nominations, Appointments, Elections** (none)
- F. Unfinished Business** (none)
- G. New Business** (none)
- H. New Items with Leave of Council**
- I. ADJOURN**

A. Minutes

There were no meeting minutes.

City Council Minutes
Special Meeting, Tuesday, March 25, 2025

B. Awards, Petitions and Public Comments

1. Workshop: Fiscal Year 2026 Budget Workshop.

City of Brewer City Manager Eric Glidden began the workshop by outlining the City's current status within the budget process. The City Manager mentioned upcoming budget meetings of note: the first reading of the School Budget at the Brewer School Committee meeting on April 7; the City of Brewer budget workshop scheduled Tuesday, April 15 at 6:00 p.m.; the second reading of the School Budget at the Brewer School Committee meeting on May 5; the joint City and School public information meeting on the budget scheduled Tuesday, June 3 at 6:00 p.m.; and that the City Council would consider approval of the proposed Fiscal Year 2026 Budget at the meeting scheduled Tuesday, June 10 at 6:00 p.m.

City of Brewer Finance Director Karen Fussell gave an overview of the Fiscal Year 2026 Budget and factors shaping the budget process.

The City Manager discussed highlights and goals for the Fiscal Year 2026 including: tax stabilization; employee retention; creation of a new position in the Technology Department; and increasing assessed values to account for escalating market values and to bring down the mil rate. The City Manager said that the status of federal funding remained uncertain for the upcoming year, but noted that the City had a healthy fund balance.

The Finance Director made a presentation on the School Department Budget for Fiscal Year 2026. Brewer School Superintendent Gregg Palmer and School Business & Finance Director Gretchen Gardner answered questions from the Council regarding the School Budget.

The City Manager made a presentation on state revenue sharing and how revenue sharing is tied to valuation and tax assessment. City Tax Assessor Valerie Moon answered questions for the Council regarding valuation and tax assessment.

The Finance Director made a presentation on the budget for enterprise funds including the Brewer Sewer Department and the Brewer Water Department.

The City Tax Assessor made a presentation on the role of the tax assessor and the valuation process.

City Council Minutes
Special Meeting, Tuesday, March 25, 2025

C. Consent Calendar

2025-A064

March 25, 2025

TITLE: ORDER, ACCEPT DONATION FROM TWIN CITY TIRE & SERVICE TO BREWER PARKS AND RECREATION DEPARTMENT FOR SPRING T-BALL PROGRAM.

Filed March 12, 2025
By Soubanh Phanthay

WHEREAS, the Brewer Parks & Recreation Department has received a donation of \$100 from Twin City Tire & Service for support of the Spring T-Ball Program; and

WHEREAS, it is the recommendation and request of the Parks & Recreation Director and the donor that this donation be appropriated and expended to supplement the Spring Program.

NOW, THEREFORE, BE IT ORDERED, that the City of Brewer, by vote of its City Council herewith accepts this donation and directs that the donation be receipted to the Spring Program/League revenue account (0107123-300326); and

BE IT FURTHER ORDERED, that the City Council herewith authorizes the appropriation and expenditure of this money from the Spring Program/League expense account (0117121-506110).

Statement of Fact: This order accepts a contribution of \$100 from Twin City Tire & Service to the City of Brewer Parks & Recreation Department and authorizes the expenditure of this contribution to support the Spring T-Ball Program.

2025-A065

March 25, 2025

TITLE: ORDER, AUTHORIZE PURCHASE OF UTILITY TRACTOR/MOWER FOR WATER DEPARTMENT.

Filed March 19, 2025
By Dani O'Halloran

WHEREAS, the Brewer Water Department is responsible for maintaining the grounds at the Water Treatment Plant, including mowing, field maintenance, road repair, and spring clean-up; and

WHEREAS, the Water Department also maintains cross-country access routes in the distribution system; and

City Council Minutes
Special Meeting, Tuesday, March 25, 2025

WHEREAS, the Water Department’s current zero-turn mower is eighteen years old, and replacement parts are not available, necessitating modifications to keep the equipment operational; and

WHEREAS, sealed bids were solicited, received and evaluated for the purchase of a new utility tractor/mower, which was included in the Fiscal Year 2025 (FY25) Capital Improvement Plan (CIP) budget approved by the City Council.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Manager, or his designee, is authorized to sign a purchase order with Beauregard Equipment for the acquisition of a tractor, loader, and mid-mount mower at a total cost of \$28,890, excluding the bush hog attachment; and

BE IT FURTHER ORDERED, that funds for this purchase be charged to account #0571003-573045, titled "Utility Tractor/Mower."; and

BE IT FURTHER ORDERED, that funding for this purchase shall come from funds left over after completion of the Robinhood Drive Line Replacement project.

Dealer	Model	Tractor	Loader	Mower	Bush Hog	Other	Total	
United Ag and Turf	JD 2032R	\$29,573.30		\$4,184.46	\$2,205.80		\$35,963.56	
Beauregard Equipment	NH WM25	\$21,262.00	\$4,084.00	\$3,544.00	\$2,110.00		\$31,000.00	
Doors Equipment	KB LX3520HSD	\$24,549.06	\$6,000.00	\$3,784.00	\$2,350.00		\$36,683.06	
Greenway Equipment	JD 1025R	\$16,000.00	\$4,483.00	\$3,002.00	\$1,975.00		\$25,460.00	Loader does not meet spec
Greenway Equipment	JD 2032R	\$24,000.00	\$5,031.00	\$4,452.00	\$2,181.00		\$35,664.00	
Turf Products	VT 4520Y	\$34,592.00	\$6,486.00	\$4,853.00	\$5,175.00	\$1,533.18	\$52,639.18	
Nation Distribution	JD 3025E	\$27,989.00	\$8,789.00	\$8,589.00	\$3,689.00		\$49,056.00	

Statement of Fact: The mower at the Water Treatment Plant requires replacement. A utility tractor is recommended as a replacement, providing year-round functionality. The tractor will assist with snow removal, spring sand clean-up, mowing, and field bush hogging for both the distribution system and the plant. Beauregard Equipment was the lowest bidder with qualifying loader specifications. The bush hog attachment will be purchased separately, as the size offered by Beauregard was unsuitable for the tractor, and the cost to upgrade was not competitive with other bids.

ACTION: Councilor Phanthay moved that the orders on the consent calendar have passage. Councilor Morin seconded the motion. The motion passed with a vote of 4 to 0.

D. Monthly Reports

There were no monthly reports.

E. Nominations, Appointments, Elections

There were no nominations, appointments, or elections.

City Council Minutes
Special Meeting, Tuesday, March 25, 2025

F. Unfinished Business

There was no unfinished business.

G. New Businesses

There was no new business.

H. New Items with Leave of Council

There were no new items with leave of Council.

I. ADJOURN

ACTION: Councilor Morin moved to adjourn. Councilor Phanthay seconded the motion. The motion passed with a vote of 4 to 0. The meeting was adjourned at 3:42 P.M.

ADJOURNED, ATTEST: _____ Katherine Waite
Deputy City Clerk

A TRUE COPY, ATTEST: _____ Brewer, Maine