

# MAINE STATE LEGISLATURE

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LEGISLATIVE COUNCIL  
Augusta, Maine

AGENDA

Legislative Council Chamber  
December 18, 1975 10:00 a.m.

A. CALL TO ORDER

B. ROLL CALL

C. SECRETARY'S REPORT

D. STAFF REPORTS

1. Legislative Administrative Director
  - (a) Legislative Staff Assistants
  - (b) Suggested cost savings in legislative account
  - (c) Suggested space allocation for Legislature
  - (d) Verification of computer costs for system of identifying conflicts in legislation
  - (e) Suggestions concerning acceptance of grants from Ford Foundation
2. Law and Legislative Reference Library
3. Legislative Research Office

E. COMMUNICATIONS

1. Report of Public Utilities Commission pursuant to chapter 489 of the public laws of 1975. (dated Dec. 3, 1975)

F. COMMITTEE REPORTS

1. Agriculture
2. Appropriations and Financial Affairs
3. Business Legislation
4. Education
5. Election Laws
6. Energy
7. Health and Institutional Services
8. Human Resources
9. Jobs
10. Judiciary
11. Labor
12. Legal Affairs
13. Liquor Control
14. Local & County Government
15. Marine Resources
16. Natural Resources
17. Performance Audit
18. Public Utilities
19. State Government
20. Taxation
21. Transportation

G. OLD BUSINESS

1. TABLED AND SPECIALLY ASSIGNED ITEMS

- a. Report of subcommittee - University of Maine budget

G. OLD BUSINESS (cont'd)

2. TABLED AND UNASSIGNED ITEMS

- a. S.P. 537 - Maintenance of legislative records
- b. Legislative Post Office

H. NEW BUSINESS

- 1. John Salisbury, Chairman, Tax Policy Committee -  
Re: Proposed adoption of tax policy for Maine
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

I. ANNOUNCEMENTS & REMARKS

J. ADJOURNMENT

WILLIAM H. GARSIDE  
LEGISLATIVE FINANCE OFFICER

RONALD H. LORD  
ASSISTANT FINANCE OFFICER



STATE OF MAINE  
OFFICE OF LEGISLATIVE FINANCE  
AUGUSTA, MAINE 04330

December 15, 1975

MEMO TO: Legislative Council  
FROM : William H. Garside, <sup>W.H.G.</sup> Legislative Administrative Director  
SUBJECT: Legislative expenditures

Approximately one half of the Legislative expenditures in any given period is made in the Personal Services or salary line. For the fiscal year 7/1/74 - 6/30/75, the total expenditures in the account were \$2.7 million dollars with the Personal Service portion amounting to \$1.3 million. The temporary salaries for part time help was \$283,109.60. This part time help is basically House and Senate staff and Committee Clerks. While I realize that increased Legislative activity has generated the need for additional staffing in all areas, some of the so-called "part time or temporary" help has become in the reality - "full time help" or nearly full time help. Whereas this is where the bulk of the expenditures are made it would seem imperative that the Council review and have more control over this area.

Travel expenses, both in-state and out-of-state is the next largest expenditure in the Legislative account. Most of these are governed by statute as to the amount paid but a more thorough review of study orders passed at the end of every session would certainly eliminate the need of so much committee travel during the interim. It is my feeling that much of the actual "leg work" on studies can presently be accomplished by the permanent staff and then the wrapping up of the final details could be accomplished by mail or, in the most, one or two committee meetings.

We presently have close to sixty (60) studies going on and as a result, everyone is spread real thin. Less studies would mean better results and less costs.

Out-of-state travel policies should be reviewed with an eye towards reducing this area. The total in the account for the past fiscal year was nearly \$27,000. At the present time, all out-of-state travel is approved by either the Speaker, Senate President or the Legislative Council. Again I understand the requests you get from individual legislators to attend conferences and seminars but whether or not attendance at many of these is worthwhile is highly questionable. I have had legislators, when asked, tell me that it was a good trip but not worth the taxpayer's money.

Printing is our next largest expenditure, amounting to over \$460,000 the last fiscal year. The bulk of printing costs are still to outside printers but the timing demands and quantity make this a necessity at this time. The revision of the Legislative Record this last session was accomplished at a substantial savings and there are other areas I feel we can accomplish similar savings in the future. In-house printing capability in the Bureau of Purchases should be used whenever possible to save additional funds. The printing of additional copies of L.D.'s beyond the original order should be more closely scrutinized in the future to insure that too many copies are not purchased. Advertising costs have nearly doubled from the 106th to the 107th Legislature. It is my recommendation that we revert back to the smaller type advertising notices at the next session. This action alone would have reduced the cost of advertising in an amount of over \$21,000 during the last session and will amount to even more savings in the future as prices go up.

These are just some of the items of expenditures within the Legislative account

that I firmly believe can be cut to reduce costs. It will require close cooperation of all involved to accomplish this but in order to avoid criticism of the Legislative branch of government and the spending policies of this branch, every effort should be made as soon as possible.