



# Town of Barre VERMONT

## BARRE TOWN BUDGET COMMITTEE MEETING PROPOSED BUDGET FOR FISCAL YEAR 2022-2023

Tuesday, February 1, 2022

### AGENDA

1. Call to order.....6:00 p.m.
2. Consider approving agenda.
3. Consider approving January 25, 2022 meeting minutes.
4. Acknowledge guests.
5. Questions about material received and reviewed to date.
6. Discuss meeting plan.
7. Continue review of budget appendices E-I; review Equipment Fund budget and Building Fund budget.
8. Public comment, if any.
9. Adjourn.....7:50 p.m.

### MINUTES

The duly warned meeting of the Barre Town Budget Review Committee for the proposed 2022-2023 fiscal year budget was held on Tuesday, February 1, 2022 at the Barre Town Municipal Building, Selectboard Meeting Room, Websterville, VT.

**Budget Committee Members Present:** Norma Malone, Bob Nelson, Paul White, Justin Bolduc, W. John “Jack” Mitchell, Alan Garceau, Phil Cecchini, Tony Amaral, Mike Gilbar, and Chris Neddo.

**Budget Committee Members Absent:** None.

**Staff Members Present:** Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk Tina Lunt, Finance Director Katelyn Kran, DPW Superintendent Richard Tetreault, Shop Foreman Mike Martel, and Town Engineer Josh Martineau.

**Others Present:** None.

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m.

#### APPROVE THE AGENDA:

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Budget Committee voted unanimously to approve the agenda as presented.*

#### APPROVE THE MINUTES:

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Budget Committee voted unanimously to approve the January 25, 2022 meeting minutes with minor spelling and grammatical correction.*

Budget Committee Meeting of February 1, 2022 Continued:

**GUESTS:** None

**QUESTIONS ON MATERIAL:** None.

**MEETING PLAN:**

A meeting schedule was provided to the Committee. Town Manager Carl Rogers noted a change to the schedule. The Ambulance Fund previous scheduled for March 8 will be scheduled on March 15. The General Fund (411-418) will be moved to March 8.

Bob Nelson will not be in attendance on March 8.

**CONTINUATION OF BUDGET REVIEW:**

Budget review began in the Appendices section.

E – Reappraisal: The State provides funds annually specifically designated for Reappraisal therefore, there is a separate cash account. The interest earned cannot be spent on anything other than reappraisal. Town Manager Carl Rogers noted there should be enough funds to cover the next reappraisal.

F – Debt Service Chart: This is a listing of the Town’s debt service to include the financing and when each debt will be retired. Mr. Rogers noted there are two less payments than last year, as these payments were paid off this fiscal year. There will be four items paid off in FY 2022-2023. The Town will be adding three new leases in FY 2023-2024.

G – Tax Stabilization: The Town has a Policy governing Tax Stabilization. Currently, one company, New England Excess Exchange’s (NEEE) contract will expire on April 1, 2022. Mr. Rogers noted the Town used to have multiple entries and as of next year there will be no entries.

H – Housing Loans: The Town has had several Community Development Block Grants (CDBG) for housing rehabilitation/weatherization. Proceeds from the repayment of loans is reused for new loans. In lieu of making monthly payments, some property owners have opted for a deferral, and the loan will be paid off at the time of sale or refinance. Currently Down Street Housing & Community Development is managing our existing loans.

I – Recreation Maintenance: This Plan is basically a work list of items to do. Items have been placed into sections (Painting & Staining, Court Surfaces, Fences – included backstops, Bike Paths Bridges and Culverts, and Landscaping Maintenance).

**EQUIPMENT FUND:**

The Equipment Fund owns most of the Town Equipment which is rented by the various funds. Rates vary and are based on life expectancy, repair, and maintenance.

The proposed budget is \$1,549,770, an increase of 12.51%. Town Manager Carl Rogers noted, despite the large increase, the average annual increase since FY 17-18 is 2.62%.

Budget highlights:

Budget Committee Meeting of February 1, 2022 Continued:

- Department head request for a key card access system. Mr. Rogers noted this would be beneficial for control purposes. This was not included in the FY 22-23 budget due to the amount of the increase. He recommended this item be revisited next year. Committee member Bob Nelson asked this item to be added to the White Board for discussion.
- Equipment charges are estimated to go up the usual 4%.
- Large increase in expenses due to equipment purchases price.
- Rising price in fuel.
- Radio system improvement. The Town is looking into the Coronavirus Local Fiscal Recovery Funds to cover this expense.
- DPW Yard Stormwater project. The Town is also looking into the CLFRF funds to cover this expense.

Revenues: Revenues are from various funds, the sale of equipment and rent from the solar farm located at Websterville Road. Mr. Rogers gave a brief explanation of the revenues.

Expenses: Wages, employee benefits, equipment purchases, garage items, inspections and certifications, supplies, equipment maintenance, and insurances.

Mr. Rogers noted Barre Town's long standard practice for transferring money from the General Fund to the Equipment Fund. Extra funds are transferred to the Equipment Fund in case something is needed that has not been budgeted. In past years, these funds have been used for the purchase of ballot machines and the Town's phone system.

Town Engineer Josh Martineau gave a brief explanation of the new Live Edge Plow that was purchased and installed the winter of 2021. The plow's blade edge is in 1-foot sections and incased in rubber, which allows the plow to move within the ruts. The more scrapping that is done the less salt is needed and will be a potential savings in salt. The new Live Edge Plow has been beneficial in many aspects in helping keep the roads safer.

**PUBLIC COMMENT:** None.

**NEXT MEETING:**

The next meeting will be on Tuesday, February 8, 2022, 6:00 p.m.

**ADJOURN:**

*On a motion by Bob Nelson, seconded by Paul White, the Budget Committee meeting adjourned at 7:57 p.m.*

APPROVED MINUTES

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Barre Town Budget Committee

Filed in the Barre Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

ATTEST: \_\_\_\_\_, Barre Town Clerk.