



Town of Barre VERMONT

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

Tuesday, February 15, 2022

AGENDA

1. Call to order.....6:00 p.m.
2. Consider approving agenda.
3. Consider approving February 8, 2022 meeting minutes.
4. Acknowledge guests.
5. Questions about material received and reviewed to date.
6. Discuss responses from organizations included in the budget.
7. Continue review of budgets: Water Fund, Sewer Capital Improvement Fund, Sewer Fund, and Highway Fund.
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 15, 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, DPW Superintendent Richard Tetreault, Finance Director Katelyn Kran 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 February 8, 2022 meeting minutes with minor spelling and grammatical correction.

QUESTIONS ON MATERIAL:

Mr. Amaral inquired about the group organization requests and what budget these will be added to. The group requests can be found in the General Fund.

Mr. Bolduc inquired about the ARPA funds, asking for clarification around what projects will be covered by the funds and if they should be included in the budget. Town Manager Carl Rogers noted the Town is still waiting for directive from VLCT. Board consensus is these will be treated like a grant and not as an expense unless the Town hears otherwise.

ORGANIZATIONS:

The Committee received reports from all five of the organizations in the budget. Members were asked to review the reports and decide what groups they would like to meet with and when. By consensus Barre Partnership, Barre Area Development and The Aldrich Library will be the organizations attending the March 1, 2022 meeting.

CONTINUATION OF WATER FUND:

Budget review began with the continuation of the Water Fund.

Expenses: Professional services/contracts (meter reading software support, Accufund), Health Insurance Advisory, Insurances (treatment plants and control building), employee benefits/payroll, debt service, small equipment purchases (scuba tanks, chlorine pumps, Millstone Reservoir chlorine analyzer, pavement saw), chemicals, utilities, fall safety harness, water distribution, equipment/tools, purchase of water, and building maintenance.

Town Engineer Josh Martineau is a certified diver and has requested to purchase two scuba tanks. This will eliminate the Town needing to contract diving work out in the future. Conversation focused on the liability of a Town employee handling this line of work. Recommendation is to check in with PACIF.

Mr. Rogers noted the purchase of water is the largest account in the Water Fund. Graniteville Fire District is the Town's first choice of purchase, and the Town is currently maximizing what they can purchase at this time.

SEWER CAPITAL IMPROVEMENT FUND:

The Sewer Capital Improvement Fund holds monies for the upgrade and repairs to the sewer lines in Barre Town. A portion of the funds are invested with Edward Jones. Interest income is used to pay a portion of the debt service (loan to improve the Barre City Wastewater Treatment Plant). Revenue comes from the sewer line extension fees.

Budget Committee Meeting of February 15, 2022 Continued:

The Town is currently charging two impact fees: \$1500.00 for connection fee and \$5.00/ft. for line extension fee.

The Committee had a discussion regarding the investment earnings. All funds are currently invested with Edward Jones. Conversation focused on the investment of the current bonds and policy.

SEWER FUND:

The proposed budget is increasing 8.06% (\$89,275).

Most of the revenue comes from the current use charge. Currently there is sewer use on 3,125 units. Interest and late charges on delinquent accounts also account for revenue.

Highlights:

- increase in wages for DPW crew for performing more sewer line maintenance
- repair work at Orchard Terrace
- annual sewer fee increase of \$20 or 6%
- large increase for treatment expense (\$75,000)

Revenues: sewer and water fees, interest/late/delinquent charges.

Expenses: wages, supplies (office supplies, postage, printing), utilities, trainings/dues, professional services (legal fees, B.O.D. monitoring, root control, camera rental, meter repair and calibration), insurances (pump stations), employee benefits, debt service, equipment/tools (manhole rehab, trench boxes, service van, vacuum truck) supplies (sewage collection supplies, hand tools).

Treatment expenses budgeted \$75,000 higher. The Committee had a discussion regarding the large increase. Mr. Martineau shared that B.O.D. is a large part of what is driving the cost up. Mr. Martineau will be meeting with the State to review B.O.D.'s

HIGHWAY FUND:

Town Manager Carl Rogers noted the proposed budget is increasing 7.49% (\$235,150)

The primary source of revenue is from property taxes.

One of the significant changes is a new fulltime position in the Public Works Department.

Highlights:

- Proposed Highway fund 2 ¼ cent tax rate increase forecasted
- 7.49% spending increase due to per ton cost of paving
- Dropping one contracted plow route
- Increase in expenses due to cost of paint (road line painting) and fuel
- Raised amount of pay for summer help to attract applicants

PUBLIC COMMENT: None.

Budget Committee Meeting of February 15, 2022 Continued:

NEXT MEETING:

The next meeting will be on Tuesday, February 22, 2022, 6:00 p.m.

ADJOURN:

On a motion by Bob Nelson, seconded by Phil Cecchini, the Budget Committee meeting adjourned at 7:52 p.m.

APPROVED MINUTES

Barre Town Budget Committee

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

ATTEST: _____, Barre Town Clerk.