



Town of Barre VERMONT

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

Tuesday, February 8, 2022

AGENDA

1. Call to order.....6:00 p.m.
2. Consider approving agenda.
3. Consider approving February 1, 2022 meeting minutes.
4. Acknowledge guests.
5. Questions about material received and reviewed to date.
6. Continue review of Equipment Fund, review Building Fund, Cemetery Fund, Sewer Capital Improvement Fund and Sewer Fund.
7. Public comment, if any.
8. 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 8, 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, 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 Paul White, the Budget Committee voted unanimously to approve the amended agenda as follows:

1. Add to #6: Water Fund.

APPROVE THE MINUTES:

On a motion by Bob Nelson, seconded by Justin Bolduc, the Budget Committee voted unanimously to approve the February 1, 2022 meeting minutes with minor spelling and grammatical correction.

QUESTIONS ON MATERIAL:

Mr. Gilbar inquired about the Equipment Fund deficit. He asked if the Town has anticipated eliminating this. Mrs. Malone noted the Selectboard will be reviewing the audit from this year, and this is an item on their radar.

CONTINUATION OF EQUIPMENT FUND

Budget review began with the continuation of the Equipment Fund.

Mr. Rogers led the discussion with an overview of the expenses.

Highlights on expenses include wage and salaries, equipment purchases (new printer/copier) and rentals, office supplies, professional services, employee benefits, payroll expenses, and tower rental at Mt. Pleasant in Williamstown.

BUILDING FUND:

The Building Fund is similar to a Capitol Improvement Fund. All Department/Funds which own buildings pay into the Building Fund. The Building Fund organizes all major projects.

The proposed budget increased 1.53% (\$955). Based on Selectboard decision last year rates were increased 3%.

Discussion focused on the 3% increase and if this inflation factor was sufficient.

Board members discussed ideas on how to expend the surplus.

CEMETERY FUND:

The Town owns three cemeteries, two are active (Wilson and Maplewood) and one is inactive (West Hill – located on Perry Road, just off Miller Road). A five-member Cemetery commission sets the rules and regulations. The division operates from late April to late November. The Sexton is the supervisor of the work crew.

This is a small budget compared to most department which means the budget can fluctuate year to year based on project work. The proposed budget is an increase of 30.49% (\$21,350).

Highlights:

- Property tax subsidy increasing \$16,595
- Request to add an Assistant Sexton position
- Request for Town equipment purchase for road repairs and waterline replacement projects
- Pave section of Wilson Cemetery Road

Budget Committee Meeting of February 8, 2022 Continued:

Revenues: cemetery fees (lot sales, services, burials, niche services, opening graves, vaults fees, donations, markers, and posts, etc.), interest, transfer from General Fund, and transfer from interest from Cemetery Trust Fund.

Expenses: wages, equipment (repair costs, purchases, mileage, rentals), utilities and ground, supplies, dues/training, professional services/contracts, employee benefits.

Mr. Rogers noted Finance Director Katelyn Kran, Treasurer Jennifer Allard and himself recently met with Edward Jones to review their current bonds and their maturity status. The Town is looking at purchasing more municipal bonds for investment purposes.

A discussion took place regarding when the Town should look at purchasing the next Columbarium.

WATER FUND:

The Town has two water systems. There are a total of 608 customers between the two water systems.

The proposed budget has a decrease of 8.963% (-\$46,245). Mr. Rogers explained the current budget had money for a waterline project in Websterville to replace the waterlines. However, with the American Rescue Plan Act (ARPA) funds that the Town will be receiving, this work will now be contracted out and will not be budgeted.

The proposed budget includes a base rate increase of 3% and 2% rate increase for water used.

Revenue: revenues come from the sale of water, the base charge, a special assessment (select group of customers.)

Expenses: wages, supplies, trainings/dues, professional services, insurances, and employee benefits.

Discussion focused on water usage and the supply capacity. Mr. Rogers confirmed the Town has other sources available should they take on another facility. The Town can purchase more water from Barre City should they find the need.

PUBLIC COMMENT: None.

NEXT MEETING:

The next meeting will be on Tuesday, February 15, 2022, 6:00 p.m.

ADJOURN:

On a motion by Bob Nelson, seconded by Phil Cecchini, the Budget Committee meeting adjourned at 7:54 p.m.

Budget Committee Meeting of February 8, 2022 Continued:

APPROVED MINUTES

Barre Town Budget Committee

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

ATTEST: _____, Barre Town Clerk.