

**Barre Town Budget Committee Meeting**  
**Proposed Budget for Fiscal Year 2019 - 2020**  
**February 26, 2019**  
**AGENDA**

1. Call to order.....6:00 p.m.
2. Consider approving agenda
3. Consider approving February 19, 2019 meeting minutes
4. Questions about material covered at previous meeting.
5. Discuss letters from five organizations in budget
6. Review Equipment Fund budget, possibly some General Fund Administration and Finance Department
7. Public Comment 7:50 p.m.
8. Adjourn. 7:55 p.m.

**Minutes for February 26, 2019**

The duly warned meeting of the Barre Town Budget Review Committee for the proposed 2019-2020 fiscal year budget was held February 26, 2019 at the Barre Town Municipal Building, Emergency Operation Center, Lower Websterville at 6:00 p.m.

The following members were in attendance: W. John “Jack” Mitchell, Tom White, Paul White, Bob Nelson, Norma Malone, Justin Bolduc, Cedric Sanborn, Andrew McAvoy, Phil Cecchini, and Alan Garceau.

Also in attendance were: Town Manager Carl Rogers, Asst. Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, DPW Superintendent Richard Tetreault and Shop Foreman Mike Martell.

**CALL TO ORDER**

Chair Norma Malone called the meeting to order at 6:00 p.m.

**APPROVE AGENDA**

*On a motion by Cedric Sanborn, and seconded by Paul White, the Budget Committee voted to approve the agenda.*

**MINUTE APPROVAL**

By consensus the item was passed over until the next meeting.

**QUESTIONS AND ANSWERS**

Sanborn inquired if the Manager had a “bottom line total” for the overall budgets. Rogers stated no. The Fund budgets are a work in progress.

The Water Fund deficit, Websterville Fire District Articles of Agreement for Merger, and Internal Service Funds are to be self-sufficient were noted. Consensus is to put the possibility of raising water rates on the white board which would be used to help bring down some of the deficit.

Other items discussed were the overtime pay for crushing at the gravel pit, having the Manager provide a “listing” like last year for the various General Fund Departments which include the dollar amount being proposed, and to thank Asst. Manager Wang for putting a link on the homepage to the Budget Committee work.

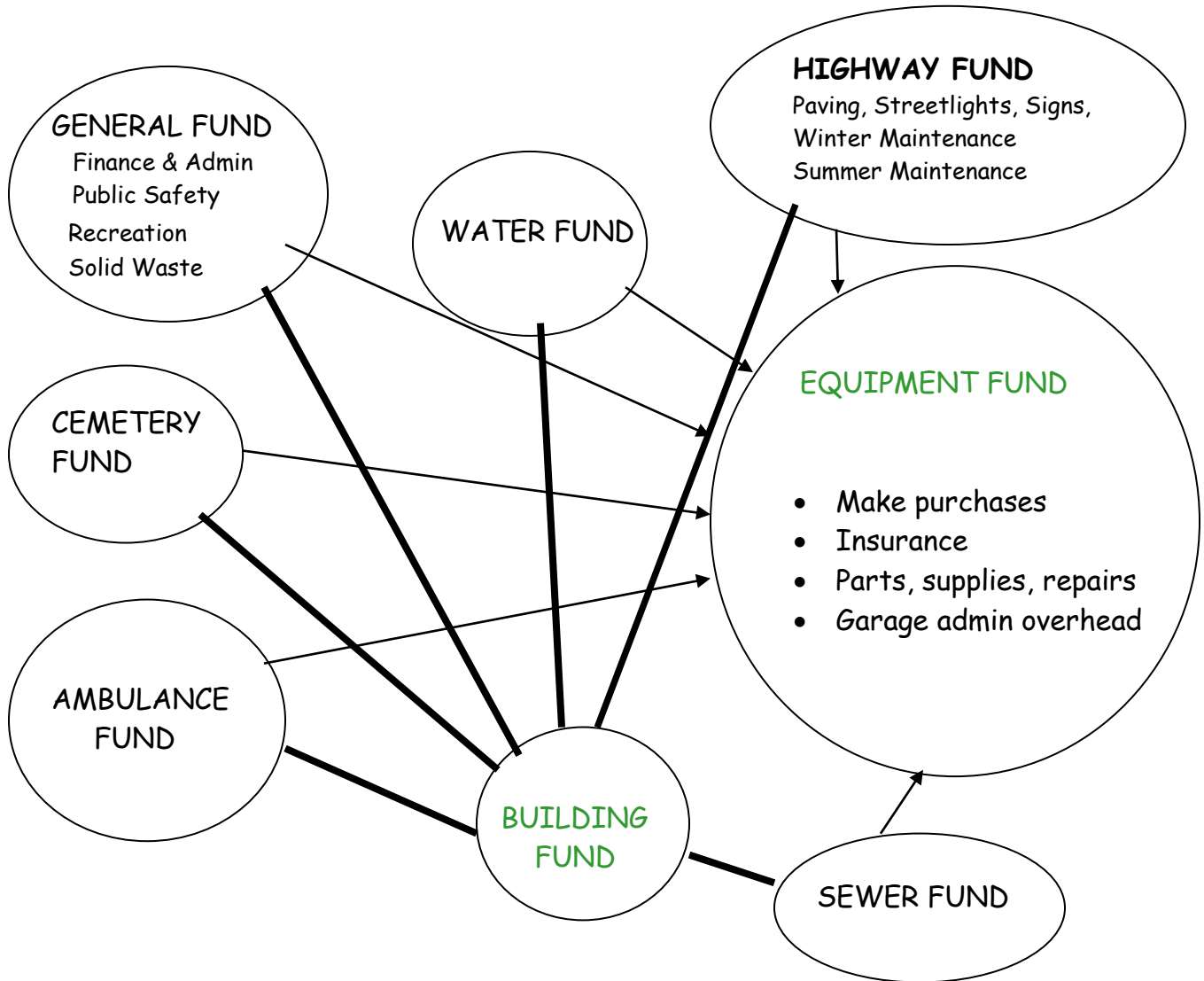
**FIVE ORGANIZATIONS**

The Manager distributed letters from all five (5) of the organizations in the budget. The Committee will review the information and at the next meeting will decide which organizations will be invited to a meeting.

PUBLIC COMMENTS – none

EQUIPMENT FUND

The diagram below explains how the Equipment and Building Funds receive their revenues. All equipment is owned by the Equipment Fund. The other funds pay into the Equipment Fund to support and operate their equipment (See Chart below - thin line with arrow). Funds which own building(s) pay into the **Building Fund** (See Chart below - **thick black line**) which is used to pay for the larger capital improvement items such as: roofs; windows; renovations, etc.



The proposed Equipment Fund Budget rates are increased 4% for equipment rental and 3% for the transfer netting of an unbalanced budget in the amount of \$26,505. Two big needs are the mechanics’ pits and the Town radio system (\$85,400).

The Town-wide radio system (Police, Fire, EMS, DPW) network is being completed in two phases. First is to hire a consultant to do a study of our current system and report back (cost of \$6,900) in about 4 weeks. Phase 2 (\$12,900) is to assist with the writing of bid specifications, assist with evaluation said bids, negotiating with vendors and providing advice to the Town. There was discussion of the Selectboard using fund balance now to expedite the process given how important this is.

A set of mobile lifts (\$63,500) are to be purchased to replace the filled in garage pits. Mike Martel will investigate warranty information and annual maintenance as well a providing a picture of the piece of equipment.

Other conversation topics include: Workman Comp rates, tower rental for radio network, the fuel pump cell card which will allow readings to be directly sent to the Shop Foreman instead of the manual reads, propane use, annual inspections (crane and lifts), decreasing bond payment amount for the Maintenance Facility building, a new diagnostic system for the smaller

**BUDGET COMMITTEE MEETING OF February 26, 2019 continued:**

pieces of equipment (cars, pickups, ambulances), a “Jumping Judy” is a tamp for utility line compaction – not road paving (which is a vibratory plate), the need to replace the “construction bus” which will not pass inspection. Consensus of the Committee is to put the bus, wood chipper (not funded), and Recreation tractor/mower on the white board.

**PUBLIC COMMENT - None**

**HOMEWORK ASSIGNMENT**

Reminder: If you have questions on anything discussed during this meeting or on what you review that cannot wait until the next meeting be sure to contact the Town Manager.

**NEXT MEETING**

The Budget Committee meeting will reconvene on Tuesday, March 5, 2019, 6:00 p.m. at the Emergency Operation Center, Municipal Building in Lower Websterville.

**ADJOURN TO NEXT MEETING**

*On a motion by Cedric Sanborn, seconded by Jack Mitchell, the Budget Committee meeting adjourned at 7:58 p.m. to the next meeting which will be March 5, 2019.*

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*Town Clerk-Treasurer Donna J. Kelty*