

**Barre Town Budget Committee Meeting**  
**Proposed Budget for Fiscal Year 2019 - 2020**  
**March 5, 2019**  
**AGENDA**

1. Call to order.....6:00 p.m.
2. Consider approving agenda
3. Consider approving February 19, 2016 and February 26, 2019 meeting minutes
4. Consider inviting organizations in for presentation.
5. Questions about budgets covered so far.
6. Review Planning and Zoning and Fire Department budgets and other General Fund budgets.
7. Public Comment 7:50 p.m.
8. Adjourn. 7:55 p.m.

**Minutes for March 5, 2019**

The duly warned meeting of the Barre Town Budget Review Committee for the proposed 2019-2020 fiscal year budget was held March 5, 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, Assistant Town Clerk Wendy Moore and Chris Violette, Planning & Zoning/Fire.

**CALL TO ORDER**

Chair Norma Malone called the meeting to order at 6:01 p.m.

**APPROVE AGENDA**

*On a motion by Bob Nelson, and seconded by Paul White, the Budget Committee voted unanimously to approve the agenda.*

**MINUTE APPROVAL**

*On a motion by Cedric Sanborn, seconded by Bob Nelson, the Budget Committee voted unanimously to approve the February 19, 2019 meeting minutes with minor spelling and grammatical corrections as follows:*

Page 3: Aldrich Library has requested an increase of \$12,200 instead of \$187,200 and under delete double meeting under Next Meeting.

*On a motion by Paul White, seconded by Bob Nelson, the Budget Committee voted unanimously to approve the February 26, 2019 meeting minutes with minor spelling and grammatical corrections as follows:*

Page 3: delete double meeting under Next Meeting.

**ORGANIZATIONS**

The Committee decided to invite Aldrich Public Library, Green Mountain Transit Agency and Barre Area Development Corporation for presentations on March 12th. It was suggested that each organization have 10 minutes for their presentation. Norma Malone would like to see a detailed budget to actual figures from these organizations. GMTA is level funded.

**QUESTIONS - NONE**

Town Manager Rogers handed out General Fund Summary Sheets for the departments that have been done to date along with information from Mike Martel regarding the mobile lifts.

## **BUDGET COMMITTEE MEETING OF March 5, 2019 continued:**

Also distributed was the corrected Water Fund Budget with changes to the revenue and putting in the money for changing out the filter material and piping for the filter tank.

### **GENERAL FUND**

Planning and Zoning Department: The biggest change to the budget is in salaries. A year ago the department assistant was hired using the contract pay scale, however she left last summer. The replacement assistant had a considerable amount of experience and was started at the high end of the pay scale which is the reason for the increase. Other budget topics included advertising and telephone expenses and a \$525 increase in the 640 account due to annual support for BSMI and GIS software.

Fire Department: Town Manager Rogers addressed the wages for the 17-18 budget. The wages appear to be \$16,000 over budgeted but this was due mostly to the training wages being booked into the regular wages account. \$48,000 was budgeted for wages in 19-20 along with \$9,100 for officer stipends.

Chair Malone inquired about the pay rate for the firefighters. The current wage is \$13 per hour when called out from the time their pager goes off until they sign off on the call. Discussion was had on future increases in the minimum wage and the effect this would have on the hourly rate. This topic was added to the white board for further discussion.

Town Manager Rogers discussed the increase in the Equipment Repair Costs which includes a new line item for maintenance on the battery operated jaws-of-life.

Chair Malone asked Town Manager Rogers to explain the 17-18 budgeted to actual for equipment purchases. This was the SCBA equipment. Chris Violette stated that the SCBA (Self Contained Breathing Apparatus) equipment was beyond its life span and had to be replaced, so last year 16 new units were purchased.

Town Manager Rogers and Chris Violette discussed the line items for Equipment Purchases budgeted in the amount of \$9800 which included replacing 2 1/2" hose, traffic warning signs, nozzle replacement and multi-gas meters.

Equipment Replacement Reserve - the Town continues to build reserve for replacing the jaws-of-life units and SCBA equipment. The current cost for 16 SCBA units is \$144,000.

Chris Violette was asked to talk about the Email Accessory Service account - there are three different secondary notification methods for firefighters. 1) Pagers which use radio frequency, 2) Second Signal which is a service that the Town subscribes to which monitors our frequency through the computer and then sends the user notification by either email, text or pager, and 3) Active 911 which is used by most every department in Central Vermont. Active 911 is an application on the phone which will text notifications as to what the call is, where it is and whether someone is responding to the call. The application also shows where everyone is located and gives a map of the area and where the hydrants are located.

Chair Malone asked Town Manager Rogers to explain the Building & Maintenance Repairs account. Manager Rogers stated items 1 - 6 remain the same as in previous budget years. New items added were \$3400 for painting at the South Barre Fire Station and repairing the concrete floor at the East Barre station in the amount of \$4300.

Chair Malone stated there was a big jump in contracted services which Town Manager Rogers explained was due to hose testing (\$5,000) which is done every two years, ladder testing in the amount of \$480, and sidewalk maintenance in East Barre in the amount of \$150 which would connect the public sidewalk and the sidewalk in front of the Fire Station.

The Gear Replacement Reserve account - \$8500 is set aside for turn-out gear, which is a 7 year cycle, due to be replaced in FY 2025-2026.

**BUDGET COMMITTEE MEETING OF March 5, 2019 continued:**

Selectboard: Town Manager Rogers discussed the Selectboard 411 account which is mostly used for the Selectboard's stipend and communication with the public. The Town Newsletter and the expense of having the meetings are included in this account.

Town Manager Rogers talked briefly about the mobile lift and warranty information provided by Mike Martel.

**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 12, 2019 at 6:00 p.m. at the Emergency Operation Center, Municipal Building in Lower Websterville.

**ADJOURN TO NEXT MEETING**

*On a motion by Paul White, seconded by Cedric Sanborn, the Budget Committee voted unanimously to adjourn at 7:56 p.m.*

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*Assistant Town Clerk Wendy Moore*