

Barre Town Budget Committee Meeting
Proposed Budget for Fiscal Year 2020 - 2021
February 11, 2020
AGENDA

1. Call to order.....6:00 p.m.
2. Consider approving agenda
3. Consider approving February 4, 2020 minutes
4. Questions about material received to date
5. Review Budgets: Sewer fund, Sewer Capital Improvement Fund, Building Fund, Cemetery Fund and Equipment Fund
6. Public comment: receive guests, if any 7:50 p.m.
7. Adjourn 7:55 p.m.

Minutes for February 11, 2020

The duly warned meeting of the Barre Town Budget Review Committee for the proposed 2020-2021 fiscal year budget was held February 11, 2020 at the Barre Town Municipal Building, Emergency Operation Center, Lower Websterville at 6:00 p.m.

The following members were in attendance: Bob Nelson, Paul White, Norma Malone, Justin Bolduc, Cedric Sanborn, Debra Pierce, Mike Gilbar, Alan Garceau, W. John “Jack” Mitchell and Tom White.

Also in attendance were: Town Manager Carl Rogers, Asst. Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Town Engineer Josh Marineau, Shop Foreman Mike Martel, and Sewer/Water Operator Jay Hrubovcak.

CALL TO ORDER

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

APPROVE AGENDA

On a motion by Cedric Sanborn, seconded by Tom White, the agenda was approved as presented.

APPROVE MINUTES

On a motion by Bob Nelson, seconded by Alan Garceau, the Budget Committee voted to approve the February 4, 2020 meeting minutes with minor spelling and grammatical changes.

QUESTIONS ON MATERIAL RECEIVED TO DATE

Cedric Sanborn asked about the Reappraisal Fund. Can the interest revenue be used for general operations? There was also a question as to why there is no interest income for the Sewer Fund. The Clerk-Treasurer will research.

SEWER FUND BUDGET CONTINUED

Review began with the Benefits section and highlighted the various dental, vision, medical, disability/life offerings as well as the Town’s buy-out program (set amount paid to employees who do not use Town insurances). Other benefits included uniforms and shoes. The Wastewater Treatment Plan loan (funds upgraded City Treatment Plant) pays half of the bond payment. It was noted this Bond will be paid soon and the City is looking to do additional work.

The Sewer Collection Department (500-443-XXX) pays wages associated with the task. Items noted were Equipment charges, equipment purchase/lease payments, propane heat for the South Barre Pump Station, and other building maintenance and repairs. The biggest expense by far is the payment to Barre City for the sewerage treatment. Costs vary quarter to quarter based on BOD content, flow, and time of year (inflow and infiltration).

SEWER CAPITAL IMPROVEMENT FUND

The Sewer Capital Improvement Fund is used for the extension and replacement of sewer lines. Revenue comes from connection permits (\$1,500) per unit and line extension fees (\$5.00 per foot). The line extension fee is paid by Developers wanting to extend our sewer lines. Our Sewage Allocation Policy provides guidelines with regards to housing density when extending.

BUILDING FUND

The 5-Year Building Plan – Year One was inserted into the Building Fund budget. It was discussed during the Appendix review.

BUDGET COMMITTEE MEETING OF February 11, 2020 continued:

There was a question regarding line item 050-422-450, FY 18-19 Actual, why is it so low? The staff will research and get back to the Committee.

The Manager distributed the Equipment Fund Budget, report from CVEDC, and the General Ledger Fund/Object Code list.

PUBLIC COMMENT - None

CEMETERY FUND

The Town has three Cemeteries: Maplewood, Wilson, and West Hill. West Hill is no longer active due to age and lack of burial records. The Cemetery Commission oversees operations for the Town. There are 2 ½ staff; 2 workers and a half-time Sexton (Dwight Coffrin). The Cemetery Sexton also serves as the Recreation Supervisor half-time.

Revenues come from the sale of lots and columbarium niches. Each contribute to Perpetual Care which is invested with Edward Jones. Interest income from this investment is used for daily operations. A portion of the revenue from the columbarium niche is placed in a reserve fund to ensure funds are available to erect a new unit without raising taxes.

NEXT MEETING

The next meeting will be on Tuesday, February 18, 2020, 6:00 p.m. at the Emergency Operation Center, Municipal Building in Lower Websterville. The Committee will finish the review of the Cemetery Budget and then continue with the Equipment, and Highway Fund budgets

ADJOURN

On a motion by Cedric Sanborn, seconded by Alan Garceau, the Budget Committee meeting adjourned at 7:57 p.m.

Town Clerk-Treasurer – Donna J. Kelty

Barre Town Budget Committee

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Committee Chair

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