

**Barre Town Budget Committee Meeting**  
**Proposed Budget for Fiscal Year 2020 - 2021**  
**March 26, 2020**  
**AGENDA**

1. Call to order.....6:00 p.m.
2. Consider approving agenda
3. Review budgets: Ambulance Fund revenues, wages, employee benefits
4. Public comment: receive guests, if any 6:15 p.m.
5. Consider approving FY 20-21 budgets: Building Fund, Cemetery Fund, Water Fund, Sewer Capital Improvement Fund, Sewer Fund, Equipment Fund, Ambulance Fund, Highway Fund, and General Fund.
6. Comments about budget process or other.
7. Adjourn

**Minutes for March 26, 2020**

The duly warned meeting of the Barre Town Budget Review Committee for the proposed 2020-2021 fiscal year budget was held March 26, 2020 at the Barre Town Municipal Building, Selectboard Meeting Room, and using the telephone conference in Lower Websterville at 6:00 p.m.

The following members were in attendance: Justin Bolduc, Alan Garceau, Cedric Sanborn, W. John “Jack” Mitchell; and those by phone: Norma Malone, Debra Pierce, Mike Gilbar, Tom White, Paul White (6:07 p.m.) and Bob Nelson.

Also, in attendance were: Town Manager Carl Rogers, Asst. Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kely, and by phone: Aldrich Public Library Representatives; Loren Polk, and Nancy Pope.

**CALL TO ORDER**

Vice Chair Justin Bolduc called the meeting to order at 6:02 p.m.

**APPROVE AGENDA**

*On a motion by Cedric Sanborn, seconded by Alan Garceau, the Budget Committee voted to approve the agenda. Paul White was not present for the vote.*

**QUESTIONS ON MATERIALS RECEIVED AND COVERED – None**

**AMBULANCE FUND REVIEW CONTINUED**

The Manager distributed the Ambulance Fund Summary, Billing Revenue Summary, Revenues and wages and benefits expense budget pages.

With all the numbers in place the Ambulance Fund budget is increasing \$103,530 or 4.43%. The Billing Revenue Summary detailed the various categories of payment (private insurance, public insurance, and private pays) for the past four years.

The expenses focused on wages, (one of the largest expenses), mandated training and the reliance on per-diem workers to keep overtime costs down. Manager Rogers pointed out the increases in retirement contributions (due to personnel turnover and new personnel), unemployment (based on earnings), and Workman’s Compensation Insurance rate increases (noting we do receive discounts and experience modification which have been applied).

**PUBLIC COMMENT AT 6:15 P.M.**

Loren Polk and Nancy Pope, Aldrich Public Library stated they would hold any comments for later.

**WHITE BOARD ITEMS**

The Manager provided in the agenda notes a list of items based on discussed – of which a couple more were added. The list is as follows:

- |   |                                      |
|---|--------------------------------------|
| 1. Road Salt  | 6. Recreation Fees                   |
| 2. Water fees   | 7. Radio Tower                       |
| 3. Local Match for Quarry Street project              | 8. Motorcycle accessories            |
| 4. BMSI One-time License fee                          | 9. & 10. Barre Partnership + Library |
| 5. New recreation maintenance position or alternative | 11. School/shelter generator         |

The highlighted items were completed tasks at the March 24, 2020 meeting. It was noted

## **BUDGET COMMITTEE MEETING OF March 26, 2020 continued:**

Item #1 – Road Salt (012-433-332): Discussion focused on application practices, calibration of existing spreaders, the need to involve staff, number of drivers and their demand for “clear roads,” with current pricing leave tonnage in budget to fill the shed, and the Selectboard/management should have a written policy and good training.

*On a motion by Jack Mitchell, seconded by Alan Garceau, the Budget Committee voted to support the Managers request for the Highway Fund road salt line item as presented and to recommend the Selectboard put together a study/work committee to help facilitate the practice of salting roads in Barre Town. The motion passed with Cedric Sanborn, Justin Bolduc, Bob Nelson, and Norma Malone voting no.*

Bob Nelson and Debra Pierce stated they would be willing to be a member of the study/work committee.

Item 5 – Recreation maintenance position: Cedric Sanborn did not support the extra position at this time. This needs a more thorough review. Bob Nelson stated that perhaps the Selectboard can look at this item again when it reviews Recreation fees. No action was taken.

Item #8 – Motorcycle Accessories (011-421-281-101 for \$2,500): During the discussion all noted it is a very generous offer by Harley Davidson. Concerns over needing an Officer assist for transport, etc. means tying up a second Officer, concern over public reception to a motorcycle Officer (usually in larger cities), and the Selectboard only learning about this at the 11<sup>th</sup> hour with not enough information. Other thoughts was to use donations/fundraising to purchase the accessories. Either way, a Motorcycle Officer should be approved by the Selectboard.

*On a motion by Justin Bolduc, seconded by Cedric Sanborn, the Budget Committee voted unanimously to decrease the General Fund Police Department line item 011-421-281-101 by \$2,500 to eliminate the purchase of the motorcycle accessories.*

Item #9 – Barre Partnership: Everyone concurred with Bob Nelson the new Director has performed well.

*On a motion by Norma Malone, seconded by Mike Gilbar, the Budget Committee voted unanimously to support the Manager’s proposed FY 2020-2021, budget General Fund line item 011-463-954, for the Barre Partnership allocation of \$5,000.*

Item #10 - Aldrich Public Library (011-461-951): The Library had asked for \$189,000. The Manager’s budget recommended \$184,050; a 2.25% increase given the current economic climate.

*On a motion by Norma Malone, seconded by Justin Bolduc, the Budget Committee voted unanimously to support the Manager’s proposed FY 2020-2021 budget, General Fund line item 011-461-951, for the Aldrich Public Library allocation of \$184,050.*

Item #11 School/Shelter generator: Jack Mitchell had informed the Committee the School inside wiring was complete. However, the electric transfer panel has to be wired to the general panel. The cost was much more than the proposed amount – it has now increased to an unbudgeted \$60,000 cost. The plan was to include some funding in the FY 20-21 budget to do some minor connections (which is there) and to purchase the generator with lease financing. The first payment would be in arrears (due in FY 21-22).

The Committee discussed not doing anything (not an option at this point), do a separate ballot article for the \$60,000 (this cost may not qualify for municipal lease financing), do a convention loan for all costs, or to move forward and pursue other options. Another concern is there is only one bid. Mitchell noted the COVID-19 put a halt on seeking any additional bid(s).

*On a motion by Justin Bolduc, seconded by Cedric Sanborn, the Budget Committee voted unanimously to leave the \$5,147 in the Manager’s FY 2020-2021 General Fund for wiring, and to recommend the Selectboard look to Fund Balance for the one-time \$60,000 cost and finance the generator as planned.*

### **APPROVING THE BUDGETS**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Cemetery Fund Budget at \$73,485.00.*

*On a motion by Jack Mitchell, seconded by Mike Gilbar, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Sewer Capital Improvement Fund Budget at \$18,125.00.*

*On a motion by Justin Bolduc, seconded by Alan Garceau, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Equipment Fund Budget at \$1,402,220.00.*

*On a motion by Jack Mitchell, seconded by Cedric Sanborn, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Highway Fund Budget at \$3,180,375.00.*

## **BUDGET COMMITTEE MEETING OF March 26, 2020 continued:**

*On a motion by Alan Garceau, seconded by Justin Bolduc, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Ambulance Fund Budget at \$2,437,245.00.*

*On a motion by Alan Garceau, seconded by Justin Bolduc, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 General Fund Budget at \$4,047,821.00.*

*On a motion by Alan Garceau, seconded by Norma Malone, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Sewer Fund Budget at \$1,006,330.00.*

*On a motion by Bob Nelson, seconded by Mike Gilbar, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Building Fund Budget at \$60,505.00.*

*On a motion by Norma Malone, seconded by Mike Gilbar, the Budget Committee voted unanimously to approve the proposed Barre Town Fiscal Year 2020-2021 Water Fund Budget at \$528,025.00.*

### **BUDGET PROCESS REVIEW**

The Manager informed the Committee that based on the Assessor's Grand List \$66,200 is the equivalent of 1¢ on the tax rate. As it stands, the tax rate (General and Highway) would increase around 3.7¢. Discussion focused on current economic conditions and the increase did not include the school which is hefty. The use of Town Fund Balance for one-time expenses was noted.

Norma Malone reminded those present of the need to be careful. We should not be sacrificing needs at the Town level to support the school district. Use of Fund Balance has been done the last several years. Mike Gilbar agreed also stating the practice of using Fund Balance for one-time expense(s) is a wise decision.

Manager Rogers informed the Board the process this year is not what he wanted. He began the process in early October and thought he was making good progress. Then with all this issues the past couple of weeks the process was not "status quo."

Norma Malone stated given the circumstances the Manager and staff should be commended for the time, effort, and hard work it took to get this process complete. This a long process and she thanked the residents who participated.

### **ADJOURN**

*On a motion by Jack Mitchell, seconded by Cedric Sanborn, the Budget Committee meeting adjourned at 8:17 p.m. as there was no double session.*

---

*Town Clerk-Treasurer Donna J. Kelty*