

**Barre Town Budget Committee Meeting**  
**Proposed Budget for Fiscal Year 2021 - 2022**  
**March 16, 2021**  
**AGENDA**

1. Call to order.....6:00 p.m.
2. Consider approving agenda.
3. Consider approving March 9, 2021 minutes.
4. Acknowledge guests, if any.
5. Questions about material received and reviewed to date.
6. Continue review of Budgets: General Fund budgets: Planning & Zoning Office, Fire Department, Police Department, Animal Control, and continue with administrative departments.
7. Public comment: receive guests, if any 7:50 p.m.
8. Discuss meeting schedule and adding an extra meeting.
9. Adjourn 7:55 p.m.

**Minutes for March 16, 2021**

The duly warned meeting of the Barre Town Budget Review Committee for the proposed 2021-2022 fiscal year budget was held March 16, 2021 at the Barre Town Municipal Building, Selectboard Meeting Room, Lower Websterville, Vermont at 6:00 p.m. and remotely using Teams.

The following members were present in the Selectboard meeting room: W. John “Jack” Mitchell, Jim West, and Terry Reil. Those attending remotely were Paul White, Norma Malone, Bob Nelson, Justin Bolduc, Cedric Sanborn, Phil Cecchini, and Mike Gilbar.

Also attending (in the Selectboard meeting room): Town Manager Carl Rogers, Asst. Town Manager Elaine Wang, and Town Clerk-Treasurer Donna J. Kely. Others attending remotely: Finance Director Katelyn Kran, Zoning & Planning/Fire Chief Chris Violette, and Police Chief William Dodge,.

**CALL TO ORDER**

The meeting was called to order at 6:01 p.m.

**APPROVE AGENDA**

*On a motion by Cedric Sanborn, seconded by Bob Nelson, the agenda was approved as presented.*

**APPROVE MINUTES**

*On a motion by Terry Reil, seconded by Bob Nelson, the Budget Committee voted unanimously to approve the meeting minutes of March 9, 2021 with minor grammatical and spelling errors as presented to the Clerk.*

**GUESTS - None**

**QUESTIONS ON MATERIAL RECEIVED TO DATE**

Barre Partnership is a “downtown organization” but promotes businesses in both the City and Town.

A question had been raised regarding patron usage of the Aldrich Library. Rogers noted that in 2019 1/3 of the registered card holders were Barre Town residents. However, when it comes to program participation it was stated that it is almost a 50/50 split with Barre City. Barre City does provide more funding than the Town.

Ms. Malone stated she noted the FY 21 Library request was overstated at \$189,675. Nancy Pope stated it was a typo and the Library request is for a 2.5% increase which would be \$188,650. This is the amount in the Manager’s proposed budget (011-461-951).

Green Mountain Transit (GMT) ridership information is on the special service route not the general route. Currently, there are no “fixed” routes in Barre Town.

Assistant Manager Wang informed the Committee that Paydata can download “snapshot exports” at no charge. These are not useful. Ms. Wang believes Paydata archival information is used 4 to 5 times a year. Consensus is to leave the annual fee in the budget and to track usage.

**BUDGET REVIEW**  
**GENERAL FUND continued**

**BUDGET COMMITTEE MEETING OF March 16, 2021 continued:**

Planning & Zoning (011-417) Salaries (wage reduction as staff person now doing AP), advertising and postage needs for Boards/Committees, the need for outside services, legal fees, and computer software needs (GIS online support, permitting software, and new Adobe Pro licenses). Overall the Department budget is decreasing \$4,760 (mostly due to the staff wage split for AP duties) from the current fiscal year.

Fire Department (011-422) The Town has two fire stations, one in South Barre and one in East Barre. Manager Rogers noted the breakout of the various wages (Officer stipends to an increase in the hourly wage for volunteer firefighters when on duty). The Fire Warden is also paid through this Department. Duties include issuing of burn permits. Items noted were training, pager/alert systems, equipment (repair/maintenance/purchase) plus personal protective gear, set aside funds for future purchases items, a new item for email accessory service (used with iPad in fire engines), and public education (includes Open House at the elementary school).

Fire Chief Violette thanked the Board. He further noted that while this is rare, he thanked Jack Mitchell for his visionary foresight to include technology needs (audio/visual equipment) for the Selectboard room. Violette stated there is nothing in the budget this year for this equipment and encourages this Committee and the Selectboard make this a priority. “Virtual” meetings are not going away.

Committee discussion focused on the high cost to do and audio/visual system, the need to “do it right” which includes planning for the future.

Police Department (011-421) Manager Rogers noted the Police Department has a union and wages, bonuses, training, overtime, benefits are already defined. Currently the Department is down two full-time Officers. Hiring is proceeding and the vacancies should be filled soon.

Wages (shift differentials, overtime, and bonuses), mileage for new officer training, equipment contracts (fingerprint machine is new), annual purchases of equipment (rifles, tasers), mandatory training, software upgrades and maintenance, the K-9 unit, and Thunder Road work (to include reimbursements by Thunder Road and Washington County Sheriff’s Department). Manager Rogers noted that recently the contract with Thunder Road for the upcoming race season is finalized. Based on the new contract the expenses for 011-421-992 (Washington County Sheriff’s Department) and 011-421-125 (Thunder Road wages) can be reduced. This item will go on the white board.

Animal Control Officer (011-452) The Animal Control Officer position is currently vacant. The position is an on-call service and has been hard to fill. Hours are not guaranteed and it is hard to find someone willing to be on-call 24/7. It was also noted we use Random Rescue for our Kennel Services.

Discussion focused on past practices of sharing a position with a neighboring Town and our on duty Police Officers are currently handling these calls.

**PUBLIC COMMENT – None**

**NEXT MEETING AND PLAN TO WRAP UP BUDGET**

The next meeting is Thursday, March 18, 2021. Review will begin with the General Fund – other Departments not reviewed. The Manager will deliver the remaining packets Mitchell noted he has another commitment and will not attend the Thursday meeting.

**ADJOURN**

*On a motion by Justin Bolduc and duly seconded, the Budget Committee meeting adjourned at 7:57 p.m.*

---

*Town Clerk-Treasurer – Donna J. Kelty*