

Barre Town Budget Committee Meeting
Proposed Budget for Fiscal Year 2020 - 2021
February 18, 2020
AGENDA

1. Call to order.....6:00 p.m.
2. Consider approving agenda
3. Consider approving February 11, 2020 minutes
4. Questions about material received to date
5. Review Budgets: Cemetery Fund, Highway Fund, and Equipment Fund
6. Public comment: receive guests, if any 7:50 p.m.
7. Recess 7:55 p.m.
8. Reconvene; continue review of budget 8:15 p.m.
9. Adjourn 9:15 p.m.

Minutes for February 18, 2020

The duly warned meeting of the Barre Town Budget Review Committee for the proposed 2020-2021 fiscal year budget was held February 18, 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 Martineau, Shop Foreman Mike Martel, and Sewer/Water Operator Jay Hrubovcak.

CALL TO ORDER

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

APPROVE AGENDA

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

APPROVE MINUTES

On a motion by Tom White, seconded by Mike Gilbar, the Budget Committee voted to approve the February 11, 2020 meeting minutes with minor spelling and grammatical changes.

QUESTIONS ON MATERIAL RECEIVED TO DATE

Norma Malone inquired if information had been received regarding the question on program growth, etc., and what reports the Town is still awaiting regarding not-for-profits. Rogers stated nothing from the Library and no reports from Barre Area Development and Barre Partnership.

EQUIPMENT FUND

Manager Rogers noted the Summary Page for the Equipment Fund was not correct. Under Expenses, Equipment Purchases the ambulance payment of \$45,000 was not included. This change still put expenses below revenue.

Significant changes included a decreases for the radio consultant fees, principal/interest payments on equipment, and diesel fuel (now have fleet of gas ambulances). The change to gasoline fuel meant an increase in this line item.

The biggest revenue contributor to this Fund is equipment rentals. Some Departments pay a flat fee while other pay based on an hourly fee. Fees are determined calculated using life expectancy/replacement and RMO. Overall rates are up 4% from last year. Other revenue comes from the Novus Solar Farm located off Websterville Road. There was a brief discussion on the “true-up” of electricity regarding the Solar Farm and Equipment Fund (aka an Enterprise Fund) deficit.

Expense Departments for this Fund are Administration, Garage, and RMO (Repairs, Maintenance, Operations). Administration highlights were the radio study and carryover from the current fiscal year, Tower rental, and various changes in benefits. Garage points of interest were the line item breakouts for Fire Extinguisher Service, generator fuel (keeping propane costs separate from heating costs), Building Supplies and Maintenance (474-461 through 474-476), and Permits/License/Assessments. RMO discussion focused on the boom lift not being funded, the possible uses, and owning versus renting. Also noted were vehicle repairs not

BUDGET COMMITTEE MEETING OF February 18, 2020 continued:

performed by our mechanics, parts purchases, gasoline purchased at gas stations (usually long distance ambulance runs).

HIGHWAY FUND

The Manager distributed the Highway Fund budget. He noted the increase this year is 2.9% (\$89,920). It is a balanced budget. Some of the bigger Departments include Engineering/Administration, Summer Maintenance, Winter Maintenance, Summer Construction, and Retreatment.

Significant changes included wages for a part-time Summer Supervisor. Manager Rogers stated that after speaking with Tom Anderson (filled in for Tate this past summer) the request is justified. He also noted the many highway projects this year that are some distance from our sand stock. Thus the need to hire truck to haul sand from Pike’s pit. Tree removal (012-432-660) line item was increased to accommodate tree removal (ash trees), gravel crushing, and two guardrail projects. There is also an increase for sidewalk maintenance (due to additional walkways and bid prices).

Revenues, or about 90% of them, come from property taxes. The Town also received State Highway Aid. Some of the minor revenue includes overweight truck permits and unregistered vehicle permits (Rock of Ages big trucks crossing our roads).

PUBLIC COMMENT – None

RECESS AND RECONVENE

The Budget Committee recessed at 7:57 p.m. and reconvened at 8:15 p.m.

HIGHWAY FUND CONTINUED

Administration wages, Equipment/Radio Charges, and additional training for the new Engineer were noted. Other items of interest included Storm Water Permit review (012-431-620) and Stormwater Permits (012-431-941), MSHA fines (012-431-942).

Summer Maintenance contains summer helper wages (staff needed to cover vacations), stormwater supplies, and contracted highway services. It was noted the summer helpers also do flagging and much of the roadside brush cutting.

Winter Maintenance is basically for the snowplowing, hauling winter sand, and removing snow. Along with this there is always a mailbox or two to replace. However, another big expense here is road salt. There was much discussion on what is the right amount to purchase/apply to roads, and to ensure it is dispensed appropriately.

Consensus is road salt (012-43-332) and Jack’s chipper (unfunded Equipment Fund item) should go on the white board for further discussion.

Summer Construction contains all the road projects, to include wages, equipment charges, and highway supplies. Discussion focused on the Hill Street pedestrian walkway (paved along road), and the Mill street summer paving.

NEXT MEETING

The next meeting will be on Tuesday, February 25, 2020, 6:00 p.m. at the Emergency Operation Center, Municipal Building in Lower Websterville. Review will continue with the Highway Fund.

ADJOURN

On a motion by Cedric Sanborn, seconded by Justin Bolduc, the Budget Committee meeting adjourned at 9:17 p.m.

Town Clerk-Treasurer – Donna J. Kelty