

**Barre Town Budget Committee Meeting  
Proposed Budget for Fiscal Year 2018 - 2019  
February 20, 2018**

Meeting Agenda

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| 1. Call to order   | 6:00 p.m. |
| 2. Consider approving agenda   |           |
| 3. Consider approving February 13, 2018 meeting minutes                            |           |
| 4. Questions about material covered to date.                                       |           |
| 5. Review fund budgets: Highway and some General Fund                              |           |
| 6. Review requests/reports from organizations included in the General Fund budget. |           |
| 7. Public Comment.   | 7:50 p.m. |
| 8. Recess  | 8:00 p.m. |
| 9. Reconvene and continue with items 5 and 6, as needed.                           | 8:15 p.m. |
| 10. Adjourn  | 9:00 p.m. |

Minutes for February 20, 2018

The reconvened Barre Town Budget Committee meeting for the proposed 2018-2019 fiscal year budget was held February 20, 2018 at the Barre Town Municipal Building, Emergency Operation Center, Lower Websterville to begin at 6:00 p.m.

The following members were in attendance: Rolland Tessier (arrived at 6:08 p.m.), Bob Nelson, Jack Mitchell, Tom White, Justin Bolduc, Norma Malone, Rob LaClair, Cedric Sanborn (arrived at 7:15 p.m.), and Paul White.

The following members were absent: Kevin Delude and W. John "Jack" Mitchell.

Also in attendance were: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Public Works Superintendent Richard Tetreault, Town Engineer Harry Hinrichsen and resident Jeff Blow (arrived at 6:32 p.m.).

**CALL TO ORDER**

Chair Malone reconvened the Budget Committee meeting at 6:05 p.m.

**APPROVE AGENDA**

*On a motion by Nelson, seconded by Paul White, the Budget Committee approved the agenda as presented. Delude and Mitchell were not present for the vote.*

**APPROVE MEETING MINUTES**

*On a motion by Nelson, seconded by Paul White, the Budget Committee approved the meeting minutes of February 6, 2018 with minor changes. Delude and Mitchell were not present for the vote.*

**QUESTIONS AND ANSWERS**

Asst. Manager Wang gave a brief update on the East Barre Fire Station roof. Discussion focused on the assessment type, replacement now and reinforcement later with a spray foam, estimated energy cost savings around \$530+/-, the Town's intent to keep the building long term, and what a possible cost would be to replace existing insulation. Wang will do some additional research and report back.

The Manager stated a stone landscape is possible at the round-a-bout. However, the landscaping company has not responded to the request for cost.

## BUDGET COMMITTEE MEETING OF February 20, 2018 continued:

### HIGHWAY FUND CONTINUED:

Chair Malone raised a question of the Budget Committee creating a new position. Rogers stated this Committee would be funding and recommending the position. If the budget is approved, it does not mean the Selectboard would have to fill the position. Items yet to be resolved include a job description and working out the particulars with the Union.

Further discussion on stormwater permitting, state regulations, and annual state fees (012-431-940) were noted.

Capital Improvement (012-436-450-900's) project - The Town's portion of grant funded projects such as sidewalks and bikepaths have matching obligations which are placed in the Highway Fund. However, the revenues and expenses to build/complete these projects pass through the Construction Fund. The Construction Fund only appears in the audit and is applicable when there is construction or funding is received. Currently there is a balance in the Construction Fund due to the Semprebon Bikepath bequeath (bikepath designated money) which has not been expended.

Malone stated she is struggling with a fund that has an increase of 4.06%. She would like to see it closer to 2%. It was noted that some of our highway projects are going to cost most as a result of the unfunded mandates in the new stormwater legislation. This means higher costs for labor, equipment, and supplies.

### GENERAL FUND

The Manager distributed the General Fund Department budgets for Development (463), Transportation (464), Debt Service (470 - 472), and Insurances (481). Highlighted topics included taxes on property owned in Williamstown, insurances (contribution credits and experience modifications for departments), and interfund transfers (Cemetery and Equipment).

### REPORTS FROM ORGANIZATIONS INCLUDED IN GENERAL FUND BUDGET

The Manager distributed reports from Central Vermont Economic Development Corporation (CVEDC) Barre Area Development (BAD), Barre Partnership, Green Mountain Transit, and Aldrich Public Library. Each of the submitted reports were reviewed during this meeting.

#### CVEDC points of interest:

- Works with BAD and other entities and deals with financing.
- The Director comes before the Selectboard semi-annually.
- The request is for level funding at \$4,000

*On a motion by Nelson, seconded by Tom White, the Budget Committee voted to support the proposed Fiscal Year 2018-2019, General Fund line item, 011-463-951, for Central Vermont Economic Development Corporation in the amount of \$4,000.00. Delude and Mitchell were not present for the vote.*

#### BAD points of interest:

- BAD is the promotional office of economic development.
- Rogers informed the Committee the Selectboard will be receiving information from S.B. Electronics soon.
- Report does not provide information to show the "what kind of bang for the buck" the Town is receiving. Since there has not been a "cost benefit analysis" of BAD's work over the years, several members feel this should be requested/done.
- BAD is financed by the Town and City. It was unclear what the City's contribution is going to be this year. The Manager will make the inquiry.

## **BUDGET COMMITTEE MEETING OF February 20, 2018 continued:**

### Barre Partnership points of interest:

- Like the dollars were being used locally.
- Requested level funding of \$2,000.

*On a motion by Sanborn, seconded by LaClair, the Budget Committee voted to support the proposed Fiscal Year 2018-2019, General Fund line item, 011-463-953-954, Barre Partnership in the amount of \$2,000.00. Delude and Mitchell were not present for the vote.*

### **PUBLIC COMMENT - None**

Green Mountain Transit (GMT): The report was reviewed and consensus is that GMT will be invited to attend a Budget meeting so members can learn more.

### **RECESS AND RECONVENE**

*On a motion by Tom White, seconded by Paul White, the Budget Committee Meeting recessed at 7:57 p.m. Delude and Mitchell were not present for the vote.*

*On a motion by Sanborn, seconded by Paul White, the Budget Committee Meeting of February 20, 2018 reconvened at 8:17 p.m. Delude and Mitchell were not present for the vote.*

### **GENERAL FUND - ORGANIZATIONS IN THE BUDGET CONTINUED**

Aldrich Public Library request is for \$183,600 which they would like to see as a single line item in the budget. For the past three years there has been a hybrid funding, some as a line item in the budget with the balance on a separate ballot article. The current fiscal year (17-18) \$130,000 was in the budget and \$50,000 in the separate article. It was noted that during those 3 years both the budget and separate article have easily passed. The many pros and cons of "all in the budget" versus "hybrid" ballot question were discussed.

During the Budget Committee meetings with the Library last year it was noted the Town would like to see information and changes made within fiscal reporting/operations. A group has been meeting and working on the items of concern. Tom White (Selectboard Chair) is part of this work group. He informed this Budget Committee some of the items have been done. An outside audit by Fothergill, Segale & Valley was completed and posted to the Library website. However, the findings were not online. They are currently looking at their bookkeeping service to make some changes. A plan has been put into place for the Library to accomplish many of their tasks over the next couple of years. Written document outlining the goals is forthcoming.

Other discussion included payroll which is running through Barre City but not showing up in their audit, ownership (deed language should be clarified given our voter approved \$500,000 bonding project language), and without ownership how much should/can we ask of the Library with regards to operations.

Tom White is requesting this Committee place the full request as a line item in the budget for the next two (2) years to allow the Library to comply with our requests. If it does not comply at the end of two years, then that Budget Committee can determine a course of action. Consensus is this item discussion will continue at a later meeting.

### **NEXT MEETING**

Next week's review will continue with the Ambulance Fund. The Manager reminded the committee that if they have questions or would like to discuss anything in the budget feel free to contact him. As always if a member is unable to attend the next meeting be sure to let him know as soon as possible.

**BUDGET COMMITTEE MEETING OF February 20, 2018 continued:**

The Budget Committee meeting will reconvene on Tuesday, February 27, 2018, 6:00 p.m. at the Emergency Operation Center, Municipal Building in Lower Websterville. Tessier noted he will be unable to attend the meeting next week.

**RECESS**

*On a motion by Paul White, seconded by Tom White, the meeting recessed at 9:12 p.m. Delude and Jack Mitchell were not present for the vote.*

Respectfully submitted:

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*Donna J. Kelty, Town Clerk- Treasurer*