

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

Meeting Agenda

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| 1. Call to order - reconvene | 6:00 p.m. |
| 2. Consider approving agenda | |
| 3. Presentations by organizations: | |
| A) Green Mountain Transit | 6:02 p.m. |
| B) Barre Area Development | 6:15 p.m. |
| C) Aldrich Public Library | 6:30 p.m. |
| 4. Consider approving March 6 and March 13, 2018 meeting minutes | |
| 5. Questions about material covered to date. | |
| 6. Review General Fund, Administration and Finance Departments | |
| 7. Public Comment. | 7:50 p.m. |
| 8. Recess | 8:00 p.m. |
| 9. Reconvene | 8:30 p.m. |
| 10. Review General Fund Department budgets. | |
| 11. Recess. | |

Minutes for March 20, 2018

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

The following members were in attendance: Tom White (arrived at 7:55 p.m.), Norma Malone, Cedric Sanborn, Kevin Delude, W. John "Jack" Mitchell, Paul White, Bob Nelson (arrived at 6:13 p.m.), Justin Bolduc and Rolland Tessier. The following member was absent: Rob LaClair.

Also in attendance were: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, and Fire Chief Christopher Violette (arrived at 7:43 p.m.)

Others present: GMTA - Chris Loyer, Barre Area Development representatives: Board Chair Sarah Field, Director Joel Schwartz, Ed Rousse and Bob Lord, Aldrich Public Library representatives: Board Chair Nancy Pope, Librarian Sara Costa, Marianne Kotch, and Barre Town resident Jon Valsangiacomo.

CALL TO ORDER

Chair Malone reconvened the Budget Committee meeting at 6:02 p.m.

APPROVE THE AGENDA

On a motion by Paul White, seconded by Sanborn, the Budget Committee approved the agenda as presented. LaClair, Nelson, and Tom White were not present for the vote.

Chair Malone asked to move item 7, Public Comment to just after the presentations of the various not-for-profits.

NOT-FOR-PROFIT MEET AND GREET

Chair Malone informed all the agencies no funding decision would be made at this meeting. Tonight was to gather information and hear new information regarding the funding requests.

Green Mountain Transit (GMT) [011-464-951 in the budget for \$4,875 - unchanged in the last 3 years]: Chris Loyer, Public Affairs was present. He provided information on the number

BUDGET COMMITTEE MEETING OF March 20, 2018 continued:

of Town residents served, type of service received, the new GMT Next Gen Transit Plan, criteria for route development, revenue sources, and the funding request formula which will be revised soon.

Barre Area Development: (011-463-952 in the budget for \$51,000 an increase of \$2,000).

Discussion topics:

- How to measure Barre Town is getting a good "bang for the buck."
- The ongoing market study - find the best way to "market" the Barre Area, to include grant funding, and social media. The preliminary report will be available soon and open for comment through a public hearing process.
- The website is very outdated.
- Background on Town's marketing efforts with an outside vendor - not useful.
- Confidentiality and not having every prospect come to fruition.

Aldrich Public Library: (011-461-951 in the budget for \$138,600 with an additional \$45,000 on a separate Town meeting ballot article.

Discussion topics:

- Finances such as capital needs (sinking funds), bequeaths and restricted uses, 29% of the budget comes from the Town appropriation, and staffing (paid and volunteer)/wages.
- Long term goal with the Town is to put into place a process to ensure consistent revenue at a sustainable rate (almost there) with modest increases and have all funding amount in the budget as opposed to a split allotment (uncertainty, inefficiencies, etc.)
- Parking always a big issue at the main branch as well as tracking users. Some mechanisms provide accurate results (borrowing of books, program attendees) while others (computer users, visitors just using internet) there is no way to tell.

PUBLIC COMMENT

Barre Town resident Jon Valsangiacomo stated his family were big users of the Library. This institution is a vital asset outside of school, builds our community, and believes the full amount should be in the General Fund.

APPROVE MEETING MINUTES

On a motion by Tessier, seconded by Paul White, the Budget Committee voted to approve the March 13, 2018 meeting minutes. LaClair was not present for the vote.

Upon the request of the Town Clerk the minutes of March 6, 2018 will be passed over until the next meeting.

QUESTIONS AND ANSWERS

The Budget Tour did not receive a fair trial run this year. Thoughts on changes include: move to late April (before election and better weather) and call it an Open House and provide incentives such as raffles, etc., do a short virtual tour and post on website, and the Assistant Manager had done a survey (small population) last year or so on how people received information on local government (results were shared).

Remove the following items from the white board: EB Fire Station roof project and DPW Bulk Trash (change less than \$200). Not everyone received/printed the backside of the Budget Tour agenda which contained information for the landscaping at the East Barre round-a-bout.

BUDGET COMMITTEE MEETING OF March 20, 2018 continued:

GENERAL FUND DEPARTMENTS

Rogers has completed a good portion of the proposed budget. Review is for the finance and administration which includes departments 411 -422, except the Police Department.

A list of Departments, increases, and reasons was provided for discussion. The Manager did note that Elections increased, which happens every other year due to State Primary and General Elections.

During discussion the following items were noted by the Committee:

- 011-415-510 (\$950) was not funded for the Clerks week long education course
- 011-419-420 Electricity - It was noted new efficiency lighting is going to be installed this year in the Zoning Office.
- 011-419-492 - Disposal of light bulbs & batteries can be done for no cost at the local hardware stores (in limited quantities) could remove that \$100 cost.
- 011-411-310 - Budget Book and Town Report. Perhaps do the Budget Book in house and save costs and the Town has been reducing the number of Reports printed. The new spiral bound copies may be a little more expensive but very reader friendly.

RECESS and RECONVENE

On a motion by Sanborn, seconded by Tom White, the Budget Committee voted to recess the meeting at 7:58 p.m. LaClair was not present for the vote.

By consensus the meeting reconvened at 8:34 p.m.

GENERAL FUND DEPARTMENTS CONTINUED

Fire Department: The Manager noted the Fire Department budget is increasing \$60,580 of which \$56,000 will be taken out of the dedicated funds for the turnout gear. So the actual budget increase is \$4,580 or 1.19%. This Budget will be considered unbalanced, expenses exceed revenue. The \$56,000 has already been collected over the past several years and therefore no tax dollars need to be raised for the purchase.

There was discussion regarding setting aside monies each year (current practice) for the turnout gear and starting one for the SCBA gear. Rogers noted the plan.

The Manager noted the EMS Department has been using the South Barre Fire Station during the week and using the Fire Department's computer. The Fire Chief had requested a second computer for the station. Rogers did not fund this as it should come from the EMS budget not the Fire budget.

Cleaning of the fire gear was discussed. There is a special washing machine needed. The Department has one (about 15 -20 years old) located at the East Barre Station. After much discussion the item was placed on the white board and the Fire Chief was asked to get more information on a new one (to include installation and maintenance plan). Committee consensus is with all this new, expensive gear it should be taken care of.

NEXT MEETING

The Budget Committee will hold an additional meeting and reconvene on Monday, March 26, 2018, 6:00 p.m. at the Emergency Operation Center, Municipal Building in Lower Websterville. The next budgets to be discussed are Recreation Department, Police Departments and General Fund revenues.

Tessier noted he will be about a half-hour late on Monday.

ADJOURN

On a motion by Bolduc, seconded by Tom White, the meeting adjourned at 9:06 p.m. LaClair was not present for the vote.

Respectfully submitted:

Donna J. Kelty, Town Clerk-Treasurer

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