

Minutes of Budget Committee
Thursday, January 10th, 2019

Draft subject to review, correction and approval at the next meeting.

Committee Members Present:

Interim Town Manager: Glenn English

Town Administrative Assistant/Finance Officer: Jennifer Collins

Members of the Public Present:

Call Meeting to Order: ITM English called the meeting to order.

ITM English stated that the first order of business was to nominate a chairman. David made a motion to nominate Doug Dutille. Dick seconded the motion and it carried unanimously. The Committee agreed that the Chairman will vote for each vote, not just in the occasion of a tie.

ITM English stated that the budget is down from last year which may make it the fourth year in a row with a decreased Town tax-rate. There is increased spending in two areas which include the Highway Reserve Fund, which English recommends increasing to \$200,00 from \$150,000 as a large project is anticipated. The second area is the building reserve for the Morrill Building, which English recommends increasing to \$20,000 from \$5,000 in effort to build the funds for the improvements the building needs. English has been in communication with a construction company that is interested in looking at the building and would like to be on future bid lists.

ITM English suggested investing in the Town's current employees, as the Town can't afford to lose any highway department employees or police officers. English is asking for a \$1.50 hourly raise for police officers and \$1 hourly raise for other hourly employees. English added that last year a detective position was discussed if the person was in the police department and that a \$2,000 raise for the potential promotion is an option. There was a discussion about health care costs and having employees be responsible for some of the cost and Jennifer Collins will look into how many full-time employees use the Town's benefits and report back. The 2018, about \$272,000 was budgeted for health care costs and the actual expense was about \$255,000. English and Collins recommend a 2019 budget of \$269,000, as it's unknown what the rates will do July 1st. Jennifer Collins explained that the HRA budget had \$38,000 remaining, which she would like to transfer \$30,000 into an Expendable Town Trust Fund.

Revenues: \$941,000 was made in Motor Vehicle Tax this year and a prudent estimate on projections for next year is \$930,000, per ITM English. Meals and Rooms Tax revenue has remained consistent the last few years at around \$240,000. Sale of Tax Deeded Property tax is a hard revenue to project, but ITM English is confident the Town can exceed the budgeted amount of \$75,000. The Sewer Line Grant is almost paid off, which is the Town's only debt currently. The Aero Fund is where airport revenues go, which is the account to keep the airport tax neutral. Jennifer Collins stated that it will be suggested to the Selectboard to put a warrant article in to discontinue Resident Taxes. The Tax Collector is in favor of this suggestion as well. \$20,000

was brought in last year; however, tracking down uncollected residents tax is a lot of work for a \$10 fee.

The budget hearing will be held on February 15th. The Budget Committee meetings will be held 1/12/19 at 1:00 PM, 1/14/19 at 7:00 PM, 1/15/19 at 6:00 PM, 1/25/19 at 6:00 PM and 1/28/19 at 6:00 PM. Each meeting will be scheduled for two hours. On 1/12, the Committee would like to discuss pages 1-6 on the budget. On 1/14 the Committee would like to discuss the Police Department, Animal Control and Recreation, on 1/15 the Committee will discuss the Highway Department, Welfare and Airport, on 1/25 the Committee will discuss the Fire Department (the Chief's and Precinct Commissioners will be asked to come) and on 1/28 the Committee will discuss the Agencies requesting funds and all other items that need to be discussed.

ITM Glenn English recommends that the Highway budget be increased to \$200,000 from \$150,000, as the Town has the work. English went on to say that the heating system in the Morrill building needs to be addressed in the future. There was a discussion about alternatives that could be used to replace the heating system.

Howard Hatch had a few questions regarding the expenditures on the Highway Department budget, as it was unclear on some of the purchase details.

Meeting Adjourn: Doug made a motion to adjourn the meeting. The motion was seconded, and it carried unanimously.