

## **Budget Review Committee - January 18, 2023**

Present: Budget Review Committee Members: Ron Schneider Jr, Brian Toomey, Marisa Caputo, Bill Wade, Richard DeBold, Bob Mulcahy and Mark Bagdasarian. Staff Members: Town Manager Mike Pardue, Finance Director Jodie Sanborn and Accountant Casey Welch. Selectboard Representatives: Scott DeFelice and Kathy Chase.

### **5PM BUDGET REVIEW COMMITTEE MEETING**

#### **Current Agenda**

**1. Nomination and Election of Chair**

Motion by Marisa to nominate Ron for Chair. Seconded by Brian. Approved 7/0.

**2. Nomination and Election of Vice Chair**

Motion by Marisa to nominate Brian for Vice Chair. Seconded by Bob. Approved 7/0.

**3. FY 2023 Budget Presentation by Town Manager**

Mike and Jodie presented section 1 of the Budget Proposal to the Committee. The budget is under the LD1 cap amount by \$233,828. With the proposed budget the municipal tax rate would be \$4.11, with an overall tax rate of \$11.00. The Committee discussed the requested staffing changes to several current positions as well as the addition of new positions, including 6 fire fighters. There was discussion about the SAFER Grant that the Town would be applying for that would cover the base salary and benefits for the additional firefighters for 3 years.

**4. Review of Proposed Schedule and Assignment of Committee Members for Departmental Review**

Ron informed the Committee that any requests for additional information should be directed to Brian. He would then take care of getting the requested information and sharing it back to the Committee. He explained the process for reviewing individual departments to the Committee and what their roll is during the budget process.

Budget Review Committee Members were assigned as follows:

- Finance, Employee Benefits, Fixed Charges, Insurances: Ron & Brian
- Town Manager, Selectboard, General Government, Cable TV Studio: Ron & Brian
- Library: Ron & Marisa
- Conservation Commission: Marisa & Richard

- Assessing: Bill & Bob
- Code Enforcement: Bill & Bob
- Planning: Russ & Ron
- Town Clerk: Marisa & Bill
- Information Center: Marisa
- Parks & Recreation, Activity Center, Rec Enterprise: Ron & Bob
- Harbor, Facilities Management: Richard & Bob
- Public Works, Local Roads Reimbursement, Transfer Station: Richard, Bill & Mark
- IT Infrastructure: Brian & Richard
- Fire, EMA: Brian & Mark
- Police, Dispatch, Public Safety Facility, Animal Control: Brian & Richard
- WEMS: Marisa & Russ
- Beach Enterprise: Brian & Richard

### **Budget & CIP to Review**

#### **Finance:**

Revenues: Excise tax revenue expected to increase to \$3.5 million.

Motion by Ron to approve \$5,296,438, seconded by Brian. Approved 7/0.

Operations: Audit Services has increased \$4,000 due to having to go out to bid this year for our audit services. Increase in Office Supplies due to rising costs and to bring it closer to actuals.

Motion by Ron to approve \$205,020, seconded by Brian. Approved 7/0.

#### **Employee Benefits:**

Motion by Ron to approve \$18,000, seconded by Brian. Approved 7/0.

#### **Fixed Charges:**

Motion by Ron to approve \$1,942,238, seconded by Brian. Approved 7/0.

#### **Insurances:**

Motion by Ron to approve \$658,000, seconded by Brian. Approved 7/0.

#### **Town Manager:**

Operations: Legal Services increased \$9,000 due to upcoming negotiations for four union contracts that are expiring 6/30/23 and to bring it closer to the actuals. Harbor Park Concerts is increasing \$2,000. The contracts for next summers concerts have all been signed and this is what will be needed to cover the band contracts.

Motion by Ron to approve \$204,300, seconded by Brian. Approved 7/0.

#### **BOS Contingency Fund:**

Motion by Ron to approve \$5,000, seconded by Brian. Approved 7/0.

#### **General Government:**

Operations: Increase in Building due to change in cleaning schedule at the Town Hall from 2 days to 3 days.

Motion by Ron to approve \$73,500, seconded by Brian. Approved 7/0.

**Cable TV:**

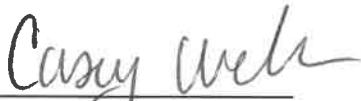
Motion by Ron to approve \$10,000, seconded by Brian. Approved 7/0.

**Other Committee Topics**


There was discussion about whether a committee member would be able to participate in meetings via zoom. According to the law, as understood by the Town Manager and Ron, if a committee member participated through zoom, the committee would have to allow the public to join the zoom as well. Therefore, committee members must be in person to participate.

Motion by Brian to adjourn the meeting, seconded by Ron. Approved 7/0.

Respectfully submitted,

  
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Casey L. Welch  
Accountant

Approved by,

  
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Ronald Schneider, Jr.  
Budget Committee Chairman