

## **BUDGET REVIEW COMMITTEE – WEDNESDAY, FEBRUARY 2, 2022**

Present: Budget Review Committee Members Ron Schneider Jr, Brian Toomey, Marisa Caputo, Bill Wade, Richard DeBold, Jim Gaylord, Russ Markgren, Suzie Finnell, Bob Mulcahy and Anna Martin. Staff: Town Manager Larissa Crockett and Finance Director Jodie Sanborn. BOS Representative: Kathy Chase.

### **5:00 PM – BUDGET REVIEW COMMITTEE MEETING**

#### **CURRENT AGENDA ITEMS**

##### **1. FY 2023 Budget Presentation by Town Manger**

Larissa provided Committee with the budget presentation as well as an overview of the budget book set-up.

##### **2. Approval of Minutes – January 19, 2022**

Motion by Bill, seconded by Russ to approve as written. Passed 7-0.

#### **BUDGETS FOR REVIEW**

##### **1. Finance \*now includes HR lines**

Ron and Brian spoke about the budget to the Committee. The Committee had questions regarding the change to move HR to Finance. Ron explained to the Committee that the decision was made by the Board of Selectmen to have a hybrid HR approach with an HR Generalist on staff and an outsourced entity.

*Motion by Brian, seconded by Richard to approve the operating budget of \$199,280. Passed 6-0-1 with Jim abstaining.*

##### **2. Town Manager**

Ron and Brian spoke about the budget to the Committee.

*Motion by Ron, seconded by Marisa to approve the operating budget of \$192,300. Passed 7-0.*

##### **3. Selectboard**

*Motion by Ron, seconded by Brian to approve the operating budget of \$7,500. Passed 7-0.*

##### **4. General Government**

*Motion by Brian, seconded by Bill to approve the operating budget of \$71,900. Passed 7-0.*

##### **5. IT Infrastructure**

*Motion by Brian, seconded by Marisa to approve the operating budget of \$340,000. Passed 7-0.*

##### **6. Cable TV Studio**

*Motion by Brian, seconded by Marisa to approve the operating budget of \$12,000. Passed 7-0.*

**7. Union/Non-Union Salary Adjustments**

Larissa explained that this funding would be used for any market adjustments that would be necessary for non-union positions. Funding is also used for merit pay stipends. The funding of \$35,295 is included in the salary total to be voted on at a later date.

**8. Employee Benefits**

No budget. No vote taken.

**9. Fixed Charges**

*Motion by Brian, seconded by Bill to approve the operating budget of \$2,006,488. Passed 7-0.*

**10. Insurances**

*Motion by Brian, seconded by Russ to approve the operating budget of \$650,000. Passed 7-0.*

**11. Town Manager CIP – IT Projects & Hardware**

Larissa explained that Logically who is outsourced to perform the Town's IT service submits a budget every year. The CIP request for \$107,500 is for projects and hardware replacements that they expect to complete in the fiscal year.

There was some discussion from the Committee as to whether the entire Logically budget should be placed in operations. From Logically's proposal some of the project costs might also include annual support fees.

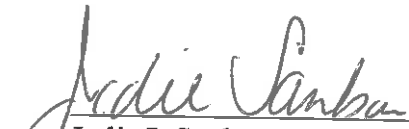
**OTHER COMMITTEE TOPICS**

There were no topics to discuss.


**ADJOURNMENT**

Motion by Brian, seconded by Marisa to adjourn. Passed 7-0.

Respectfully submitted,

  
Jodie L. Sanborn  
Finance Director

Accepted by,

  
Ronald Schneider, Jr  
Chairman