

Budget & Finance Meeting
Wednesday, November 24, 2022 via Zoom
3:00 PM

Present: Doon Hinderyckx (TO), Pat Harvey, Frank Severy, Greg White, Barb Dehart, Nancy Woolley, Lois Bond, Rob Gardner, Robert Meagher, Julie Smith (TO), Kristin LaPell (TO)

Absent: Jim Bowen

Guests: Jeff Gephart

Agenda: Review Requests from Town Departments – No decisions to be made
 Set up Meeting Schedule

Doon commented that ORCA was not recording the meeting, and that Greg would present the budget material on a shared screen.

General Town Income: Greg and Barb will work on this subject, and Julie/Kristen will track down documents and provide to Greg. Julie to discuss Current Taxes with Auditor (Nathan). Julie will work on Delinquent Tax income and interest on taxes. Leave PILOT and Current Use alone at this time.

Relative to judicial fines, Julie reported that the Sheriff's Dept have indicated that the courts are throwing out old material that resulted from no traffic court during the Covid period, which will mean that any traffic stops during that period will likely not result in fine compensation to the Town.

Nancy reported that the Cemetery Commission is requesting an increase for needed maintenance. The Trustees of Public Funds have been made aware of this request.

Julie will research the Reserve Transfers line.

Expenses: Frank indicated that the Highway Dept will be looking to purchase a new truck. Timing to be discussed with Cooter. It was mentioned that the Fire Dept could be looking for a new pickup, but not at this time.

Salaries and merit increases for Highway Crew and Office personnel will be discussed at a later date.

Library: Review at a later time. It may be that the Library is requesting an increase over that which was voted in FY22. Will this require a petition?

General Office Expenses: Cyber-Security: Julie reported that VLCT will require additional insurance for the Town's computer systems. An increase to NEMRC is due to the additional security required for their systems.

Water/Sewer: Because of the Selex approval for an increase in base charges, the Office, Highway, Fire and Library water-sewer will increase accordingly.

Audit: The expense for replacement of the West Hill Bridge will be in excess of \$600,000. Joan will work to see if the U. S. Forest Service, the Town's partner on the project, would consider paying for the Audit.

Office Equipment – Julie indicated that both the printer/scanner and postage meter are leased.

Elevator Maintenance: Julie suspects that the battery will need replacement in FY23. She will check.

Postage: Additional amount requested as ballots will be required to mail in the 2022 election.

Greg and Doon moved to temporarily adjourn the B&F meeting at 3:30 to go into a Selectboard Meeting to discuss the Mowing/Sidewalk Plowing contract. Rob Gardner inquired about the Town purchasing equipment and hiring an hourly employee to mow and plow. Jeff Gephart provided the Board with information on electric mowing equipment. Incomplete, as a question still outstanding on battery pricing. Motion by Doon to accept John Gorton's (Four Season Property Management) bid amount of \$18,000 per year for 3 years for Sidewalk Plowing (November 2022 – November 2025). Mowing will remain at \$10,200 for 3 years (May 2022 – May 2025). Seconded by Pat and Frank. So voted. Doon suggested discussing the electric mower concept with John Gorton. Selex meeting adjourned at 3:50, and Budget & Finance re-convened to discuss Buildings & Grounds. Not sure what General M/R is, so recommend that it be deleted. Julie/Kristin will do spreadsheet on mowing areas.

Portable Toilets: Rates have increased, and Julie will check. Thought to contract for 4 toilets. Suggestion be made to develop a spreadsheet for where the toilets are located, and what the length of time for each is.

Street Lights: Frank will pursue the number of lights with Green Mountain Power. Who pays for the light at Severys Bridge and the Breslow monument?

Solid waste will remain the same.

Health Insurance has been established and is correct.

County Tax: Have not heard yet. Usually comes late.

Cemetery: Needs further discussion

Granville First Response: Needs discussion. Does this need a petition?

SkateSpace: Move to Recreation

Windsor County Sheriff: Needs further discussion. Frank would not mind dropping one of the shifts. Is the contract June 1 or July 1? We should be getting detailed reports from the Sheriff. What is a total shift cost and what has the total ticket number been.

Recreation: Rob would like to know the number of participants in each Recreation-sports area. Should be quantifiable. Ask Norm to come to B&F to explain programs.

Fire: What is W/S, Alarm? Is it water/sewer charges and also Alarm charges? Should it two lines if so?

Listers: Should the salary line be reduced. What is the hourly rate of Listers? Increase Rate?

Planning/Zoning: OK

Highway: Doon will check with Cooter on Liberty Hill charge to Pittsfield. Doon will check with Cooter the Braintree road maintenance expense.

Doon reported that the Selex had met and agreed on a 5% salary increase for Highway Crew.

Julie will look into State Aid to Roads and Pilot payments.

Nancy & Julie will work on the WRVA request.

Review Library request

Next Meetings:

Wednesday, December 1 3:00 – Invite Cooter in; possibly Office
Wednesday, December 8 3:00 – Invite Recreation (Norm) and Fire, Water, Sewer
Wednesday, December 15 3:00 - Invite Cemetery and Windsor County Sheriff
Wednesday, December 22 3:00 Library ?

Adjourned: 5:00

Nancy Woolley