

Budget & Finance Meeting  
Wednesday, September 28, 2022  
3:00 PM

Present: Frank Severy, Pat Harvey, Barb Dehart, Nancy Woolley, Greg White (phone), Kristen LaPell, Julie Smith

Absent: Lois Bond, Doon Hinderyckx, Rob Meagher

The committee moved to have Nancy Woolley as the chair. Pat seconded. All in favor.  
Nancy moved to have Julie Smith take minutes. Pat seconded. All in favor.

Nancy Woolley reminded our committee we are required to take minutes and we will need to post minutes within 5 days to comply with open meeting laws.

Discussed meeting initially in person and using zoom after all the individual department meetings have been completed to work through budgets.

The department budget work ups were asked to be returned October 17. Kristen will compile and add to the spreadsheet with Greg. Kristen will follow up with all the departments to make sure they have their budgets in on time. The committee will review the budget workups prior to meeting with each department. Greg added we could provide each department with a list of questions during our review meeting October 19, for them to prepare and answer at their individual meeting. This could make it more efficient if they have a heads up to our questions prior to their meeting. Department meetings will begin on Wednesday, October 26. The plan is to give each department a half and hour to discuss their budgets.

Greg suggested the selectboard to ask the departments to have a target of 2% increase early in the process to work with. Greg explained if the departments are expecting 5% increase to have an explanation ready to support the increase. Kristen will let each department know about this target while building their budgets.

Nancy suggested setting a goal this budget season to have the budget in pretty good shape by the end of the year. She felt it would be a good target to be complete before the new year. Town meeting will be Monday, March 6.

Julie will schedule the meeting agendas starting Wednesday, October 19 at 3:00 pm each week through November with Zoom accessibility. This will allow the same meeting ID and password for all the meetings.

Barb asked if we could set up Capital Planning meetings on the same days prior to the Budget and Finance. Julie will set up an agenda to coincide with the Budget and Finance meetings. Greg said we will need to stay disciplined to hold this meeting for ½ hour at a time and table to the next meeting. Nancy announced on October 19 we will have a Capital Planning meeting at 2:30 and discuss for ½ hour and table that meeting and at 3:00 enter Budget and Finance meeting. We will continue the Capital Planning meetings for as long as seems appropriate. Julie will send

along all the department Capital Planning wish lists. Julie will share worksheets from a training given by VLCT on Budgeting and Capital Planning.

Discussion about the new rates for Health Insurance. The Town of Rochester currently contributes 84% of the premium rates, with employee's contribution at 16% for the single participant plan. Rates differ with two-person and family plans. The town contribution to those plans is reflected in a formula. The single plan increased about \$34 per person per month with MVP. Blue Cross and Blue Shield was much higher. The town carries 2-single and an opt out with the highway department and in the office a single with spouse and a single and child plan. Nancy asked about vision and dental plans. Julie will put together the other options Hickock and Boardman provide. Nancy asked if there were any other benefits, we are not aware of. Kristen will put together the new rates on a spreadsheet for the committee to review. The town provided the life and disability as part of the benefit plans.

Committee discussed the year-end figures from FY22 financial report. The auditor has not completed the final audit on the books. There were questions from the committee. Kristen will get the details for each question and share with the committee.

Adjourned: 4:50 PM

Julie Smith