

BUDGET COMMITTEE MINUTES

Town Hall

October 14, 2015

Present: David Curry, Chair; Catherine Orlowicz, Anthony Bonanno, Ellen Phillips, David Shagoury, and David Swenson (BoS Representative)

Absent: James R. Jones, Copple Crown Representative

Also Present: Carter Terenzini, Interim Town Administrator (ITA)

Call to Order: The Chair called the meeting to order at 7:05p.m.

Review of Minutes

Meeting of September 16, 2015 – Edits were made. **Cathy Orlowicz made a motion to approve the minutes as amended. Ellen Phillips seconded the motion. Motion passed unanimously.**

Election of Leadership

David Shagoury made a motion to elect David Curry Chairman. Ellen Phillips seconded the motion. Motion passed unanimously.

Dave Shagoury made a motion to elect Cathy Orlowicz as Vice Chair. Ellen Phillips seconded the motion. Motion passed unanimously.

Quarterly Reports: David Curry said he will circulate the directions back out to all for review. ITA Terenzini said that any suggestions for change might best be discussed with Department Heads during the budget reviews.

Finance Office: ITA Carter Terenzini spoke to the overall expenditures year to date (YTD). David Shagoury asked if there would be enough in the budget to support \$17,000 plus the \$2,000 that was approved for forty hours of budget work and learned that the overall budget did look OK at this point.

Assessing: ITA Terenzini spoke regarding the potential assessing over-run on both Cross Country's time and the Clerk's. Mr. Swenson spoke to how having the revaluation firm different than the Town's contract Assessor was a positive thing in that it provided for a second set of eyes and check and balance on the data. The ITA said there was clear nexus between the expenditure and the revaluation and that he would be asking the SelectBoard to cover the added expense from the Capital Reserve Fund for this purposes. Mr. Swenson gave an overview of the cyclical reevaluation process that would commence in FY 2016. ITA Terenzini spoke to the increase in abatements processing that often followed a revaluation and the potential need to increase the normal allowance

for abatements (Overlay account). Mr. Shagoury asked if the Town's contract with the assessor would be doing the cyclical reevaluations. Mr. Swenson said this was not settled. There followed a discussion of cyclical revaluation versus total revaluation.

Legal Expenses: Mr. Shagoury spoke to the two recent lawsuits against the Town. There followed a discussion of how much of these expenditure was for general advice versus specific case(s) case-related and the potential for an over-run in the account. The ITA and BoS rep. estimated this broke down as 30% general advice and 60-70% for case support. About 22% of budgeted funds remain for the year. It was noted, that, by law, the town is liable to pay all legal expenses incurred for case support.

Personnel Administration: There was discussion of the \$7,500 in the line for Adjustments & Raises. Mr. Swenson spoke to the \$5k compensation study (a line time that will go unexpended as it was canceled).

Other Reports: There was a discussion of the field quarterlies and the ITA was asked to research various questions arising out of that discussion:

- Cyclical Revaluation: How will it work schedule and funding wise?
- When will the Highway draws be made against the various accounts; Mechanic, Cemetery, Recreation, etc? Fund, etc.
- Alarms: Can we get a break down across the several accounts?
- Cemetery; why is there a negative in the opening graves line?
- Fire; Why is postage in the negative?
- Bldng. Insp/CEO; Why is telephone overdrawn and why is the Deputy overdrawn when there was no authorized expenditure?
- Highway; Why is there an expenditure on postage when there was no authorized expenditure?
- Highway; What is the status of the painting and replacing of trim?
- Solid Waste; What is the status of the grinding of brush?
- Library; What is the status of the hiring of a new Director?
- Milfoil; What is the status?

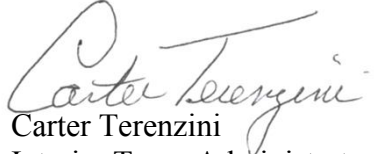
The Chair noted that with 25% of year remaining: General Gov't has 27.94% of funds remaining; Public Safety, 33.97%; Other Services, 27.39% and Total Operating Budget has 33.33%.

There followed general discussion of why certain budgeted revenues are not yet showing, the hearing process for the SelectBoard (10/27, 10/28, and 10/29) and the status of the Capital Improvement Plan.

Cathy Orlowicz made a motion to adjourn. David Shagoury seconded the motion. Motion passed unanimously.

The meeting was adjourned at 9:20p.m.

Respectfully Submitted,



Carter Terenzini
Interim Town Administrator

These Minutes were approved on November 4, 2015