

Town of Milton
BUDGET COMMITTEE MEETING
March 26, 2024

ATTENDANCE:

Members: Laura Turgeon (Chair), Bob Carrier, Renata Gamache, Peg Hurd, Stephanie Mills, Mike Beaulieu

Staff/Public: Chief Richard Krauss- Milton Police Department, Adam Houghton- SAU Superintendent

Laura Turgeon opened the session at 6:00PM.

1.) Pledge of Allegiance: Laura Turgeon led the meeting in the Pledge of Allegiance.

2.) Roll Call:

- a. Ms. Turgeon led the roll call of members to determine if a quorum was present. Laura Turgeon, Bob Carrier, Peg Hurd, Renata Gamache, Stephanie Mills, Mike Beaulieu. A quorum was present.

3.) Welcome new BOS member: Chief Krauss said the BOS will reevaluate the Budget Committee Rep at the next BOS meeting; the BOS Representative will attend the meeting in April.

4.) Vote on Chair / Vice Chair:

Mr. Beaulieu nominated Ms. Turgeon as Chair. Seconded by Ms. Gamache. All were in favor; the motion was approved.

Ms. Gamache nominated Stephanie Mills as Vice-Chair. Seconded by Mr. Beaulieu. All were in favor; the motion was approved.

5.) Review/Approval of Minutes:

Ms. Hurd motioned to approve the January 30, 2024, minutes with corrections. Ms. Mills seconded the motion.

Laura Turgeon, Peg Hurd, Bob Carrier, Renata Gamache, Stephanie Mills, Mike Beaulieu voted Yes. Motion Carried – 6/0/0

Ms. Hurd motioned to approve the February 27, 2024, minutes with corrections. Ms. Mills seconded the motion.

Laura Turgeon, Peg Hurd, Bob Carrier, Renata Gamache, Stephanie Mills voted Yes; Mike Beaulieu Abstained. Motion Carried – 5/0/1

6.) Water District Member: Ms. Mills asked if this seat would again remain unfilled? Chief Krauss will follow-up.

7.) Discuss Town Expenditures:

Ms. Turgeon asked for information regarding the Town Administrator's phone. The line had a 500.00 budget but has had 5,706.58 in expenditures. Chief Krauss said \$500 is the stipend for the

TA cell phone; the remainder will go into contracted services line **for Consolidated Communications. The 5,706.58 includes charges for both 2023 and 2024 and they need to be separated out.** Chief Krauss said he is hopeful they will be able to close FY2023 soon. Currently finance continues to reconcile and finish 2023.

Ms. Turgeon asked why postage is already at 47% expended? Chief Krauss said this is due to voter's guide being mailed to residents. Mr. Carrier asked about **the** equipment lease line? Chief Krauss said monies probably **was- were** put into the contracted services line instead of into the lease line. There are currently two printer leases: one lease covers the Town Hall and Fire Department; the second lease is for the Police Department.

Ms. Turgeon questioned the expenditure in the TA miscellaneous line? Chief Krauss said this was the gift for Pat Smith's retirement. He said miscellaneous line is used for purchases that fall outside of normal budget lines.

TC/TX – current salary line is over expended? It was noted this position was hourly up to the election; since the election, it is now a salaried position.

Professional Services – should invoices for services provided such as Avatar and Sanders be put into the professional services or contracted services line? Chief Krauss said Professional Services would include Avatar and Sanders.

Equipment Maintenance – The voting machines are sent out after each election to be recalibrated.

Moderator's Office Supplies – There is enough left in this line for two additional elections.

Highway Overtime – OT is up mainly due to storms at the beginning of the year; **the** Highway is currently down **five-three** positions, including two truck drivers and one at the Transfer Station.

Government Buildings Overtime – Chief Krauss indicated the increase in overtime is also due to the storms as they assist with plowing.

Planning & Code – Overtime is up due to Code Enforcement Officer currently out. It was also noted the Land Use Clerk provides minutes for Zoning, MCC & Planning.

Highway Salary Elected – for the beginning of the year is for Pat Smith's salary; the rest of the year will be **for** the newly elected individual – also noted the elected position's salary is lower than Pat Smith's who recently retired.

Rock Salt – due to early season purchase. Mr. Beaulieu said the practice is to purchase when the price is the best.

Welfare – Chief Krauss said they continue to meet all legal standards regarding individual's request for services; they are striving to provide services in the most cost-effective way.

Ms. Hurd praised Chief Krauss for his awesome way of informing and explaining all the expenditures; it is very much appreciated.

8.) Discuss School Expenditures:

Mr. Carrier said he appreciates meeting with Mr. Houghton-SAU Superintendent, and his efforts to take complicated information and provide it in an easier format to increase understanding such as the journal summary. Ms. Turgeon agreed and said she does appreciate him simplifying reports for the Budget Committee. Mr. Houghton said he will continue to work on the reports to help make it more understandable.

Mr. Houghton said Greg Colby's current main focus is ESSR III grants as this is a large grant which spanned over four years and expires in September, 2024. Mr. Houghton will also work with the

new financial person once they are hired to help gain clarity on information. Mr. Carrier said it's important to understand how ~~the~~ all the numbers match up ~~in-order~~ to provide accountability. Ms. Turgeon said it's good to see Mr. Houghton and Mr. Carrier working together on this.

With three months remaining in the current school year, Mr. Houghton indicated spending is right on target with last year. He reminded the committee the School's budget has been frozen since October. Mr. Colby is also focused on bank reconciliations.

Mr. Beaulieu questioned if the new Financial Director will be able to readily recognize all the issues? He also asked at what level does Mr. Houghton expect the Director to be when hired? Mr. Houghton said the plan is to retain the Consultant for a time after the new Director is hired to help them navigate through everything. Mr. Houghton said he is focused on trying to get the School District out of the 'savior' business. When everything is in place, they will not be putting in a line for failure. Ms. Turgeon agreed and said it's important to set it up for success.

Mr. Beaulieu asked if there is any projection as to what will be left over at year-end? Mr. [REDACTED] Houghton said not yet; however, they are on the same track as last year. The spending is on target with last year. They are leading in the right direction and the revenue lines remain fairly healthy.

Ms. Turgeon thanked Mr. Houghton for attending the meeting.

9.) Other business that may come before the board:

Mr. Carrier asked about the open positions. Ms. Turgeon said the Water District has declined to have a representative again for this year. There has been interest in the position left vacant due to Kimberly Wischnewski's election to the School Board. She is receiving letters of interest. She said the open position will be posted.

Capital Improvement Program: Bob Carrier will ~~continue to~~ serve as representative.

10.) Public Comments or Questions:

There was no public comment.

11.) Next Regular BC Meeting – April 23, 2024

Ms. Turgeon recommended the Committee take June and July off again and be back in August to get ready for budgeting. Chief Krauss said he hopes the Town Administrator position will be filled by the May meeting (May 21). He also hopes to have all meeting dates scheduled for the upcoming budgeting season and would like to see increase education provided to residents on the budgets.

Ms. Hurd said this ~~will~~ **would** be her last meeting as School Board representative. While Ms. Hurd has enjoyed serving, Kimberly Wischnewski will be the new rep. She also said Mr. Houghton has been incredible as Superintendent. Ms. Turgeon agreed and said she really respects him and he is working very hard. He is so willing to answer all questions. Ms. Turgeon thanked Ms. Hurd for her many years serving as the School Board rep. Ms. Hurd has amazing dedication.

12.) Adjournment:

- a. Ms. Hurd motioned to adjourn at 8:00PM; Seconded by Ms. Mills. All were in favor. Meeting adjourned.

Respectfully Submitted,

Amy Winslow-Weiss, Recording Secretary – Budget Committee

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