

Town of Milton
Town Budget Committee
Regular Session Meeting Minutes
Tuesday, July 23, 2019

CALL TO ORDER

Meeting called to order at 6:00 pm by Mr. McDougall.

PLEDGE OF ALLEGIANCE

ROLL CALL - PRESENT

Mr. Thomas McDougall– Chairman, Mr. Bob Carrier, Ms. Tammy Smith, Mr. Humphrey Williams, Ms. Peg Hurd, Mr. Dennis Woods and Mr. Andrew Rawson. Mr. Justin Bellen – Absent. A Quorum was present.

PUBLIC PRESENT

Mr. Larry Brown

The Committee discussed the September 14, 2019 departmental review noting that some items may not be completed and some will change. A procedure for the meeting was presented. Mr. McDougall read over the Budget Committee Budget stating that it was \$600 higher. Mr. Woods suggested that the budget be kept to \$2600. Mr. Carrier noted that the Committee may be able to drop a couple meetings in February.

Motion was made by Mr. Williams to forward the Budget of \$3,190 to the Town Administrator. Seconded by Ms. Hurd. Discussion – It is only for information purposes for the Town Administrator and not for final approval. The budget will be reviewed before final approval. **Motion passed 7/0.**

DPW was very productive and more of an information session. Mr. Carrier will provide the notes. Mr. McDougall to meet with Town Administrator to go over the town budgets.

Mr. Williams suggested that the August meeting still be held due to the upcoming September meeting.

Mr. Williams, Mr. Woods, Ms. Hurd, Mr. Doug Shute and Mr. Sussman met with Mr. Castle to go over the School Budget, his process, and answer questions. Mr. Castle will follow up with the Budget Committee on those questions he did not have an immediate answer for. It was suggested that a manual for the Budget Committee be created to assist new members, particularly related to the various reports

No new member for open seat was brought forward at this time. Mr. Brown stated that it was important to have new blood. The request for a new member will be extended for another week.

Mr. McDougall noted that it is important to receive reports ahead of time. The School Financial Manager has been providing them but the committee would like to see a

detailed report from the town. Mr. McDougall will ask the Town Administrator to have reports the Tuesday prior to the Budget Committee's meeting.

Town Reports

Mr. Williams suggested that the committee pass on this report as it is only showing July expenditures. Government Buildings – heat is over spent. Mr. Rawson will check into this. Mr. Wood suggested the department totals summary information would be helpful. Collections Summary report is most current YTD. Best report to see where money is coming in and going out. It was noted that there is approximately \$1 million dollars outstanding taxes due to the town. It was asked if some of these are town owned properties.

School Financial Report

Ms. Hurd noted that the only report that is final is the Grant report. Revenue and expenses are not final until July 31st. Nothing to report and the district has outstanding invoices still coming in. The District is looking to give approximately \$40,000 back to the town this year.

Approval of Minutes

Motion was made by Mr. Rawson to approve the minutes of May 21, 2019.

Seconded by Mr. Williams. The committee unanimously approved the motion.

Motion passed 7/0.

Motion was made by Mr. Williams to approve the minutes of June 25, 2019 as amended. Seconded by Mr. Williams. The committee unanimously approved the motion. Motion passed 7/0.

No new business was brought before the committee.

Public Comments

Mr. Elder via email asked if there is a statute of limitation on the funds that are encumbered by a local town or school district. The town has 1 year to spend the encumbered funds. Funds need to be encumbered by the end of the year or else it needs to go back into the general fund.

Next meeting will be August 27, 2019.

Motion was made by Ms. Hurd at 7:09PM to adjourn. Seconded by Mr. Williams. The committee unanimously approved the motion. Motion passed 7/0.

Respectfully submitted,
Shari Gaesser – Budget Committee Recording Secretary

Minutes approved on: August 27, 2019