

Town of Milton
Town Budget Committee
Regular Session Meeting Minutes
Tuesday, September 24, 2019

CALL TO ORDER

Chairman Thomas McDougall called the meeting to order at 6:00PM.

PLEDGE OF ALLEGIENCE

ROLL CALL - PRESENT

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

PUBLIC PRESENT

Mr. Joseph Alizio
Ms. Lisa Gautreau
Mr. Thomas Aichele
Mr. David Cornier, Jr.

Review/Discussion of the Joint Meeting with Select Board

Mr. McDougall asked the committee their thoughts on how the meeting with the Select Board went. Ms. Hurd noted that the meeting was very informative. Mr. Woods noted that the presentations went smoothly and all good questions were asked. Mr. Creveling put the budget together and it appeared as if some of the numbers were a little off. Mr. Rawson advised that Mr. Creveling is new to town of Milton and is not how the budget was presented with both committees. Mr. Carrier noted that even though the reports were given to the committee at the last minute, the presentation still went well. Planning and Codes did not have back up and Recreation was in the binder. Planning and Codes noted that they want to add another headcount. Recreation provided detailed information. Mr. McDougall advised that the documentation that was provided had been sent out to the committee. If you have questions regarding budget with Planning and Codes, we can go back to them. Mr. Brown liked the presentation for different reason and discussed previous Town administrators and issues that had occurred. Mr. Woods noted that with items missing from the presentation the committee have no idea how the budget is being spent. He suggested that a budget profile needs to be provided and gave an explanation of one. Without this he feels the Budget Committee cannot evaluate correctly.

Motion was made by Mr. Woods to have the departments are presenting a budget a calendar spending profile should be added. Seconded by Ms. Smith. Discussion – It would be advantageous to have one page showing the status of each department then separate them by department and item. This will help when looking for a point of use and expenditures to date. When the budget is approved it would be helpful to have a calendar to show when funds are to be expenditure. The Committee discussed how this could be accomplished and Mr. McDougall

noted that it should be easy to put together as we have many years of data. A plot of historical data with major budget lines and departmental spending plotted over the year. Mr. Rawson advised that it might work in a couple departments but not necessarily for all such as DPW as many items are unknown. Ms. Hurd also noted that the school budget has different sections for every line item. The Committee decided more information was needed therefore, Mr. Woods and Ms. Smith both rescinded their motion until Mr. Woods can provide examples of what he means.

Define what a meeting is for the recording secretary. Mr. McDougall asked the committee what is the time frame defined for a standard meeting. The Committee discussed that the typical meeting would be 2.5 – 3 hours and the deliberative session would be considered as two separate meetings.

Review dates through the 2020 Deliberative session.

Mr. Carrier passed out a calendar of the dates for upcoming meetings. Mr. McDougall received a request from the Town Administrator and Select Board for a joint meeting on October 22 during the regular Budget Committee meeting and November 4th at the Select Board regular meeting. Mr. McDougall advised the committee that he will collect and send questions to the Town Administrator. **Mr. McDougall moved to have the Budget Committee participate in a joint meeting with Town Administrator and Department Heads. Seconded by Mr. Rawson. The committee unanimously approved the motion. Motion passed 7/0.**

Mr. Carrier noted that the important dates are coming up in January. Before any public hearing the budgets must be set for Town and School. May be in December for final number of insurance. Peg – should be end of November.

Town Expenditure Reports – currently at 61%. Page 5 error – software not \$4,000 but should be an administrative cost. Most are staying under due to the default budget.

School Financial Report – Ms. Hurd presented the end of the year highlights – expenses .39% left of the budget and revenues at 1.26% or \$133,000 that never came. The School district will be giving \$63,088.88 back to the town.

MS-25 has been handed in to the state and the financial manager has closed out the year.

Due to the new software, it is difficult to provide a full report but encumbrances are 36.9% after 2 months. Mr. Woods asked why a new software package was installed during the middle of budget season. Ms. Hurd offered that the software that had been in place is no longer being supported and there was a warrant article to upgrade. She reminded the committee that the school district physical year starting July 1. Training held on Monday night was an overview and the key item that came out from default budget is that a new law last year was passed and noted that if the district has SPED students that are being outplaced, that is required by law, then whatever the cost for the student can be added to the default budget. Medicaid changes also impacts the budget.

Motion was made by Ms. Hurd to approve the minutes of August 27, 2019 as amended. Seconded by Ms. Smith. Mr. Brown, Mr. Rawson and Mr. Woods, abstained. Motion passed

Budget Committee's budge number changed. Public hearing moved to 3; printing and copies currently unknown. Budget workshop changed from 6 to 3.

Budget workshop- Mr. Woods highly recommend this as there is a lot of information and is when you will need to apply it you realize how important it is.

Public Comment

Mr. Alizio asked if the public needed to know what the cash expenditures are on a monthly basis.

Mr. Cormier asked about the status of Silver Street of the sidewalk, driveways and drainage ditch. Mr. McDougall advised Mr. Cormier to talk to the Town Administrator and request to be placed on the next Select Board agenda.

Thank you from Mr. Thomas Aichele for making the meetings open to the public.

Mr. Alizio noted that it would be helpful to have name plaques out on the tables. He also asked when the bridge work was to start in 2021. It is the DOT that is the hold up.

Next Regular Meeting – October 22, 2019 that will be a joint meeting with the Select Board. There are a couple items that the committee has requested for this such as Revenues to date the delinquency tax rate.

Adjournment

Mr. Brown moved to adjourn at 8:02PM. Seconded by Mr. Rawson. The committee unanimously approved the motion. Motion passed 6/0.

Respectfully submitted,

Shari Gaesser – Milton Budget Committee Recording Secretary

Minutes approved: October 22, 2019