

Town of Milton
BUDGET COMMITTEE MEETING
August 23, 2022

ATTENDANCE:

Members: Laura Turgeon (Chair), Peg Hurd, Bob Carrier, Mike Beaulieu, Lisa Gautreau, Humphrey Williams

Laura Turgeon, Chair, opened the session at 6:00PM.

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

2.) Roll Call:

- a. Ms. Turgeon, Chair, led the roll call of members to determine if a quorum was present. Laura Turgeon (Chair), Lisa Gautreau, Mike Beaulieu, Humphrey Williams, Peg Hurd, Bob Carrier. A quorum was present.

3.) Review / Approve Minutes:

Minutes of May 24, 2022:

Ms. Hurd motioned to approve the May 24, 2022, minutes with corrections. Mr. Williams seconded the motion.

Roll call vote: **Ms. Gautreau, Mr. Williams, Ms. Turgeon, Ms. Hurd, Mr. Carrier voted Yes. Mr. Beaulieu abstained. Motion Carried – 5 / 0 / 1.**

4.) BC Business Conduct and Participation:

Acceptance of Larry Brown's resignation: Ms. Turgeon read Mr. Brown's resignation letter dated 6/6/2022. The resignation was entered into the minutes.

Ms. Hurd motioned to accept Larry Brown's resignation from the Budget Committee. Mr. Williams seconded the motion.

Roll call vote: **Laura Turgeon (Chair), Lisa Gautreau, Mike Beaulieu, Humphrey Williams, Peg Hurd, Bob Carrier. Motion Carried – 6/0/0.**

Mr. Carrier noted Mr. Brown's dedication to the Budget Committee as the longest standing servant on the committee.

Acceptance of John Paul Russo's resignation: Ms. Turgeon read Mr. Russo's submitted resignation dated 8/23/2022. The resignation is due to Mr. Russo's moving out of Milton. The resignation was entered into the minutes.

Ms. Hurd motioned to accept John Paul Russo's resignation from the Budget Committee. Mr. Williams seconded the motion.

Roll call vote: **Laura Turgeon (Chair), Lisa Gautreau, Mike Beaulieu, Humphrey Williams, Peg Hurd, Bob Carrier. Motion Carried – 6/0/0**

Mr. Carrier noted the acceptance was with deep regret and said Mr. Russo would have been a

major asset to the committee.

Ms. Turgeon explained there are now two openings on the committee because of the resignations. She has received two submittals of interest to join the committee from Stephanie Mills and Kimberly Ward. Mr. Williams suggested having the candidates meet with the committee. Mr. Carrier agreed and said it's important to confirm their commitment to the committee. Ms. Turgeon will reach out to them and arrange a meeting time.

5.) Town Expenditure Reports:

Mr. Williams will resend the expenditure report to committee members. Focusing on projections Mr. Williams explained most areas are in good shape and are not showing over-expenditures. The biggest concern is with the Fire Department. As discussed in prior meetings, all charges are now being charged to the Fire Department instead of the Ambulance Revolving Fund. This will help understand overall costs. Projections indicate overages mostly in salary – the PT line-items covering the ambulance.

The big-ticket item is in Sanitary Sewer. While they have money in their Revolving Fund to cover expenses, but to help understand their expenses due to liner repairs project, all expenses are charged to Miscellaneous line-item (with some under Hazardous Waste and Recycling). The Hazardous Material (Solid Waste) for the Ballpark is being charged to this line-item as well.

For Town Clerk area, the Part-Time salary line is over due to an increase in hours to help cover when the Town Clerk was out of the office due to training.

Retirement rates for Fire and Police Departments should decrease 2-3% in next year's budget. There is a one-time payment from the state for retirement reimbursements due to overages (the school will be included). Mr. Beaulieu asked where the money will go to. While Mr. Williams was not sure, he did explain there will be other monies for things like road construction and bridge work which will be used to offset costs for roadwork, equipment, etc.

Mr. Williams said the town is locked into a current contract for oil. Contracts for next year are being worked on. A big uncertainty and concern will be the electric charges.

Warrant Articles are now included in the reports. Ms. Turgeon questioned if the Dawson Street project had started; Mr. Williams said they had just recently voted to begin the next phase. Ms. Turgeon expressed her concern that they budgeted a certain amount of money thinking it would be for this year. Now with increases this will not be anywhere close the budget. Mr. Williams said the project's first phase was much slower than anticipated and not sure how long the next phase will take.

Mr. Carrier had several additional questions/concerns regarding the current town expenditures which were discussed. These included Vachon Clukay which is for auditing services, membership dues and GIS maps. Some charges may have been entered into wrong line-items which will be corrected. To help with general overall understanding of expenses, Mr. Williams would like committee members to also receive the year-to-date report, along with the monthly report. Mr. Carrier also asked for additional clarification about the Solid Waste Revolving account for the next meeting.

Ms. Hurd asked about all the different accounts: Revolving Account, Fund Balance, Trust Fund. Mr. Williams said the Revolving Account were setup through past Warrant Articles and stand on their own to build up monies that can be used either to help cover normal yearly operations, or such as the Ambulance

Revolving Fund to build up funds to purchase new equipment. Trust Funds, established through Warrant Articles, are used for specific tasks or items. All separate from the general fund. The fund balance can go back into the town's general fund or as an encumbrance. All school expenses come out of the town's general fund.

6.) School Expenditure Report, Revenue and Grant Reports:

Ms. Hurd reviewed the School Expense reports. Overages discussed included insurance, retirement, maintenance, transportation, etc. Mackenzie Campbell, Business Administrator for Milton School District, will continue to work on corrections and changes to re-issue the report.

Mr. Williams said he had recently met with Adam Houghton, new Superintendent, who is knowledgeable using Excel, is very comfortable and excited to use the reports. Mr. Williams is very encouraged after meeting with the Superintendent and Mackenzie Campbell, Business Administrator. While corrections are needed to the report, Mackenzie has been working with Ms. Hurd and progress continues to occur. Mr. Beaulieu agreed this is a huge improvement from last year.

Ms. Turgeon said it's important to review the entire budget along with individual area overages to understand the total budget. Mr. Williams – we tend to focus on the problems but need to also be acknowledging the good. Ms. Hurd said the grant audit was completed and everything is OK. Ms. Hurd said the overall budget (for 2021-2022 budget) is under.

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

- a.) Mr. Williams reminded the committee members there is an election scheduled for September 13th. There has been discussion about possibly having tables again during the election to allow for committees to hand out information to town residents.
- b.) There will be a joint BOS/Budget Committee meeting with Department Heads on September 15th at 5:00PM.

8.) Public Comments or Questions on Budget Committee Meeting Topics: There were none.

9.) Next Meeting: September 27, 2022

10.) Adjournment:

- a. Ms. Turgeon stated she would entertain a motion to conclude the meeting.
- b. Mr. Williams motioned to adjourn at 7:45PM; Seconded by Ms. Hurd. All were in favor.
Meeting adjourned.

Respectfully Submitted,

Amy Winslow-Weiss, Recording Secretary – Budget Committee