

Advisory Budget Committee Meeting Minutes to Review the Highway, Dams, and Transfer Budgets

Tuesday November 12, 2019

Members Present: Steve Saunders, George Bailey, John Morris, and Dan Mannschreck (remote).

Members Excused: Peter Royce

Guests: Conner MacIver

Meeting called to order at 4:30 pm. George Bailey made a motion to approve the minutes from October 22nd and October 29th, seconded by Steve Saunders. The motion passed.

The group began by reviewing the Highway budget.

Dannen asked about line 4433 (vehicle maintenance); should we be replacing aging equipment opposed to increasing the maintenance line? Conner explained that the Road Agent sees enough value in the existing equipment to warrant additional maintenance costs.

Steve asked if a replacement schedule existed for the highway equipment (similar to the Fire Department). This schedule would show Capital Reserve funds and replacement costs/years in order to properly set money aside for the purchase of highway equipment. Conner explained that this does not currently exist, but staff will work on it.

For the 11/18 meeting, Steve asked to have the three pieces of highway equipment most in need of replacement, an approximate replacement cost, and an approximate replacement year. Conner speculated that the grader and 2004 dump truck would be on that list.

George asked about the safety equipment/uniforms line; is this a proposed change of practice (to provide an allowance opposed to cleaning service)?

Steve asked if there was a more detailed budget for building maintenance in 2019 and 2020. Conner explained that in 2019 the money will be used for upgrades recommended by the Town's property and liability insurance provider. For 2020, the needs (fuel storage, existing garage/offices, etc.) exceed \$40,000 but there is no specific budget.

The group asked what the plans for line 4461 were through the end of 2019?

Steve asked how much is expected to be left over in 2019 between the two gravel roads lines?

Steve asked what the plan was for 2019 and 2020 for the line 4662 (materials)?

George suggested that the Road Agent's approach to winter maintenance could change the utilization of the operating supplies line (salt and sand).

Steve asked if it was possible to anticipate the need for line 4344 (road layout/establish ROWs). Conner explained that it is variable and can be difficult to predict. In 2019 the money was used to establish three new turnarounds.

Conner reviewed questions and comments submitted electronically by Dannen.

The group reviewed the Transfer Station budget.

Conner began by reviewing a preliminary analysis of the Transfer Station revenue and expenses. This will be elaborated on at the 11/18 Select Board meeting.

Steve suggested, based on the analysis, that we collect more revenue from bulky waste to cover expenses.

Meeting adjourned at 5:30pm