

Advisory Budget Committee Meeting Minutes to Review the Recreation Budget
Tuesday September 24, 2019

In Attendance

John Morris

George Bailey at 4:48 pm

Steve Saunders

Dan Mannschreck at 5:12 pm

Peter Royce

Also attending and participating until 5:30: Conner MacIver

Meeting called to order at 4:38 PM. The minutes from September 18 were amended to include the minutes from July 11, 2019 were accepted as written. Peter also corrected a typo he made on the Budget Binders.

Questions were asked on line 01-4520-01-4431. Of the \$900 budget, it appears nothing has been spent for several years. It may be the expenses are not being given the appropriate account number. Even as the money was spent, members of the ABC feel the dumpster should be charged to the revolving fund.

Next was line 01-4520-01-4580. Comments were similar to the above discussion because nothing has been charged to this line. Members of the ABC recommend the mileage be set at \$750 for the 2020 budget and the account numbers be reviewed.

There was some discussion related to the Equipment and Office Supplies lines, but no recommendations ensued.

Line 01-4520-01-4434 is entitled Software Security, and it appears the entire budget line is for that service. The question that came up was where the gym floor equipment and labor appear in the budget?

On the Building Block Plan, many questions arose on the validity of the numbers attached to the projects. As examples, it was doubted that a pool could be located and developed for \$42,000 and acquiring land for Parks/Waterfront would not happen for \$20,000. The members ask that the numbers be reviewed and a timeline be established for getting these projects done. Further it was asked if the Revolving Fund should be included in the Town's audit. Also noted in the lower right section of the plan, the size of the Revolving Fund was incorrect.

Lastly it is requested that detailed job descriptions be given to the Select Board and members of the ABC. What is of interest to us is what percent of time is administrative and what percentage is related to programs. Discussion followed as whether or not the half-time person should be in the operating budget or be funded from the Revolving Fund.

It was also noted that the part-time person budget will have a sizable surplus. Is this line overbudgeted? The next meeting is scheduled for October 1 at 4:30 pm at Town Hall. Departments for review are Fire/EMS/Ambulance/Cemeteries.

Meeting adjourned at 6:02 PM

Respectfully submitted,
Peter Royce