

**ADVISORY BUDGET COMMITTEE
TOWN OF MADISON
November 10, 2020
MINUTES**

Members Present – Chairman Ron Force; Selectman John Arruda; School Board Representative Michael Brooks; Nicole Nordlund; Ned Rogerson; Doug McAllister; Steve Bartlett

Others Present – Selectman William Lord; Town Administrator Linda Shackford; Madison TV Videographer Moselle Spiller

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on October 15, 2020.

Meeting Called to Order – By Chairman Force at 6:00 p.m.

Chairman Force congratulated MadTV on the superb quality of the audio and video considering the large venue of the gymnasium.

Approval of October 13, 2020 minutes – Motion by Bartlett, seconded by Rogerson to accept the minutes of October 13, 2020 as written. The motion passed **unanimously**.

Current Town 2020 budget drawdown status – Arruda noted that we are currently at 86% of the year with 73.3% of the budget spent. Arruda noted that the fire department still has yet to spend much of their budget.

Assessing – Still has funds that will be reimbursed from the Trustee of Trust Funds.

General Government Equipment – The two computers planned for 2021 will be purchased in 2020.

Solid Waste – GOFERR Grant reimbursement funds have been added to that portion of the budget. The funds that were requested from the Transfer Station Capital Improvement ETF in August will be returned to the fund.

Arruda noted that of the 2.857-million-dollar budget we have spent 2.1 million, feeling we are in pretty good shape.

Proposed Town 2021 budget and warrant articles review – Force began the review of the preliminary budget pages with a request for an update of the GOFERR Grant funds. Shackford explained that we have received the first half of our request in the amount of about \$35,000 with expectations of receiving the balance of the total of \$62,424.00 within the next few weeks. The funds will be placed back into the general fund to cover eligible expenses incurred during the pandemic. Brooks shared that he has also applied for grant money that will cover extra expenses due to the increased volume of absentee ballots processed. The total amount expected to receive is about \$5,600.00.

The Town is still waiting for our tax rate. The Department of Revenue is still reviewing information.

There are no warrant articles to review yet as the Board of Selectmen did not hold a meeting on November 3rd due to the presidential election.

Arruda began the review of the 2021 Proposed Budget with departments commented upon noted below:

Ambulance – The percentage increase is skewed showing a 386% increase. In reality it is a 1.9% increase. Arruda explained that a portion of the new contract for 2020 was paid out of a warrant article, not out of the budget.

Planning Board – The legal line for this department will be discussed with their Chairman. Arruda noted that the proposed total budget amount for 2021 is at \$2,958,048.17 which is approximately 2% greater than last year.

CIP – Arruda explained that the Capital Improvement Plan has been adjusted by the BOS into a format that only includes the municipal portion that we control. The document is the responsibility of the Planning Board. Bartlett asked why the Planning Board is not working with it. The Planning Board questions the validity of the plan. Arruda noted that the school, selectmen and this committee feel it is useful. Arruda said that the BOS will maintain this document for the short-term. Brooks added that the time of year to be reviewing the CIP is within the month after Town Meeting. Bartlett spoke of the idea of a group to work at piecing it all together with the school with review beginning in March or April and get into a more rigid process. Brooks agreed that if all commit to its purpose it would be more meaningful.

It was discussed if department heads should be invited to the next meeting. Bartlett suggested that departments with large warrant articles come to discuss.

Review Proposed Changes the Town Budgeting Ordinance – The draft re-typed copy was reviewed with a few typographical errors noted. A clean copy will be presented for the next meeting with potential of final approval.

Determine Location of December meeting – The December 8th meeting will be held in the Elementary School Gymnasium commencing at 6:00 pm.

Additional Committee comments/subjects – Rogerson would like to see a breakdown on some of the school budgeting lines. Brooks offered to go over things with Rogerson. Force asked if the committee would like to invite the school board for the December meeting. The consensus of the committee was the feeling that it would not be necessary.

Public Comments – There were none.

7:20 PM –Rogerson made a **motion** to adjourn, seconded by Bartlett. The motion passed unanimously.

Respectfully Submitted,

Linda Shackford,
Town Administrator
Recording Secretary