

DUBLIN BUDGET COMMITTEE

Meeting Minutes

Tuesday, April 23, 2024

Present: Sturdy Thomas, Nancy Campbell, Susie Vogel, K Vanderbilt, Susan Peters (BOS Rep), Kate Fuller (Town Administrator), Andy Hungerford, Blake Minckler

The meeting was called to order at 7:00pm by Sturdy Thomas. We welcomed new members, Andy Hungerford and Blake Minckler

Approval of Minutes: K motioned / Nancy seconded to accept the minutes from our February 20,2024 with some minor corrections made by Susie Vogel.

Vote:

Yes / Sturdy Thomas, Nancy Campbell, Susie Vogel, K Vanderbilt
Abstain / Andy Hungerford, Blake Minckler, Susan Peters

Election of Chair and Secretary positions:

Nancy nominated Sturdy Thomas for Chair / seconded by Susie

Vote: Yes: 7 No: 0

Abstention: 1 / Sturdy

Nancy nominated K Vanderbilt for Secretary / seconded by Susie

Vote: Yes: 7 No: 0

Abstention: 1 / K

1st Quarter Review of Expenses:

Kate sent us via email her Budget Notes for the 1st Quarter 2024

Nancy had sent Kate a list of questions which Kate answered and sent to all of us via email

We went through the Expense budget by department.

Executive: No questions

Elections, Registrations & Vital Statistics: No questions

Financial Administration: No questions

Revaluation: This year we will be getting the 5-year re-evaluation. The last one was done in 2019. They do 25% every year and on the 5th year they go to everyone's home. The money is sitting in trust (we have put this aside) and will be paid from the Trustee Account directly and not through the budget.

Legal: Kate informed us there is a Class Action utility pole lawsuit. We also have other litigation that our insurance is covering.

The new prosecutor is up and running. Chief Suokko anticipates the department will be as busy as in past years.

Personnel Administration: No questions

Planning & Zoning: No questions

General Government Buildings:

01-4194.1-432 / GGB Archives Bldg had a large expenditure due to the HVAC system needing repair

Cemeteries: No questions

Insurance: No questions

Advertising & Regional Associations: No questions

Other General Government:

01-4199.1-430 / TO Office Machines Rep/Maint - overspent due to the purchase of a new copy machine

01-4199.1-811 / ARPA Grant – there is \$47.00 left in the ARPA grant

Police: 01-4210.1-190 / PD Special Detail - this has \$1.00 placeholder in it. A new account was created which was approved at Town Meeting.

Fire: No questions

Building Inspection: No questions

Emergency Management: No questions

Highways & Street: Kate explained there have been some staffing changes. Highway personnel are filling in at the transfer station with overtime coming from the Transfer Station budget.

01-4312.1-112 / HWY Part-time employees – expenses are a bit high for this line and it has to do with the Transfer Station and other tasks being worked on

01-4312.1-911 / HWY Equipment Maintenance – this line is more than half spent and we will need to keep an eye on this line

Street lighting: Eversource explained that we will need new light fixtures (that we pay for) and they are more expensive than the current lights which are no longer supported.

01-4316.3-810 / Street Lighting – This line is almost spent out.

Note: After this meeting took place, Kate went back through the Street invoices and found they had not credited payments in a timely manner and had double billed us so this line should show corrections made we receive the budget for the second quarter. It will show about \$800 per month.

Solid Waste Disposal: No questions

Health Administration: No questions

Welfare Administration: There are 3 trust funds established for welfare with the stipulation that only the income may be spent. If there is an overage in Welfare's budget, we will get reimbursed from these funds as we did this past budget.

Parks and Recreation: No questions

Summer Playground: No questions

Library: No questions

Patriotic Purposes: No questions

Conservation Commission: No questions

Principal Long Term Notes & Bonds: No questions

Interest Long Term Notes & Bonds: No questions

TO Capital Reserve Funds: No questions

Warrant Articles: There were no questions but Kate did inform us that Roger had gotten some very favorable quotes and may be able to chip seal more roads than planned.

1st Quarter Review of Revenue:

The Revenue Budget was reviewed completely and there were no questions at this time.

Other Business:

The Committee asked Kate if it were possible to have separate department budgets (each on its own page) once we start meeting with departments in the fall. She was agreeable to this.

The Budget Committee will also need to make its calendar for the upcoming budget season. K will work on this with Judy's help.

Kate brought up an issue which she would like reflected in our minutes.

At our Budget meeting on Wednesday, January 24, 2024, Carole Monroe (our Selectboard Member) reviewed changes to the budget from the most recent Selectboard meeting. There were three lines in Financial Administration that were decreased. They are as follows:

01-4150.4-290	TC/TX Conventions	decr'd from \$1,500 to \$1,200
01-4150.4-295	TC/TX Mileage	decr'd from \$1,000 to \$850
01-4150.4-620	TC/TX Office Supplies	decr'd from \$4,700 to \$4,305

Next Meeting:

The Budget Committee will meet next on Tuesday, July 23, 2024 in the lower level of the Town Hall.

Adjournment: The meeting was adjourned at 8:18pm

Respectfully submitted,

K Vanderbilt, Secretary
The Town of Dublin Budget Committee

DRAFT