

**Middlesex Budget Committee
Regular Meeting
Tuesday, June 21, 2022
4:00 PM**

Present: Randy Drury, Theo Kennedy, Mark Harris, Elias Gardner

Guests: Dorinda Crowell, Mitch Osiecki

Meeting Minutes

4:06 Call to Order

- Review and approve 2022-05-03 Budget Committee Minutes
 - Randy motioned, and Theo seconded. Motion Passed 3-0.
- Committee description for the town website:
 - Randy suggested replacing **proposing** in the first sentence with **reviewing and finalizing**.
 - Under the CIP section of the description
 - for the 2nd bullet point, Mark suggested replacing **Scheduling** with **Documenting**
 - For the 3rd bullet point, Dorinda explained how financing decisions have historically been made. Based on her feedback, this bullet point was removed.
- Recreation Committee additions to the Capital Improvement Plan (CIP):
 - Basketball and Tennis court resurfacing:
 - Mitch reported that both courts are composed of the same surface, thus would be resurfaced at the same time
 - Pickleball stripes have been requested for the tennis court
 - \$5,000 has been allocated at this point for the resurfacing
 - Mitch will get an estimate, as we don't have one currently
 - Mitch reported that it would make sense to replace the tennis net posts, and install adjustable backboards for the basketball court, as part of the resurfacing project. The committee agreed that it made sense to bundle these costs together.
 - Other possible improvements include wind screens, extending the fence around the basketball court, tennis nets, and a backboard/rebound setup. Mitch will fund these out of the Recreation budget.
 - Baseball/Soccer field:
 - Work on this, like reseeding, has historically been completed with community support and funding
 - In the future, this could be added to the CIP
 - Walter Kelly Park is the other recreation area. No major items noted as needed at this time.
 - Mark will send Mitch the CIP Intake Form to complete for the court(s) resurfacing (*Action Item 11*)
- July Meeting dates:
 - It became clear after meeting with Mitch, that dedicated meetings will be needed with departments to review their CIP items, and that the committee will have to

meet more than once a month to complete the CIP review with all departments to present a Capital Budget to the Select Board by the Fall.

- For July, the committee will hold two meetings, on July 12th and July 26th
- Scheduling other Departments for Capital Budget sessions:
 - Fire Dept. will be asked to attend the July 12th CIP review
 - Public Works will be asked to attend the July 26th CIP review
 - Randy will extend the invite (*Action Item 12*)
- The meeting adjourned at 4:58 PM

Date Created	Action Item #	Assignee	Action Item	Due Date	Date Closed
04/05/22	05	Randy	Communicate purpose / importance of the CIP documents to the relevant town committees in an email <i>(Randy checking with Sarah, as he asked her to do this)</i>	4/22/22 5/13/22	
05/03/22	08	Elias	Research creating a page for the Budget Committee on the Town website <i>(Making progress; the committee description has been drafted)</i>	TBD	
05/03/22	09	Mark	Create the dept. list for CIP meetings at the next meeting	6/21/22	6/21/22
05/03/22	10	Mark	Add Town Budget Review as an agenda item on a quarterly frequency	7/5/22	
06/21/22	11	Mark	Send Mitch the CIP Intake Form	6/24/22	
06/21/22	12	Randy	Invite Fire Dept. and Public Works to July 12th and 26th meetings	6/30/22	7/19/22