

**Middlesex Budget Committee
Regular Meeting
Tuesday, November 1, 2022
4:30 PM**

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

Meeting Minutes

4:30 Call to Order - Welcome Guests - Amendments

4:35 Other Business

- Review and approve June meeting minutes:
 - Theo motioned to approve
 - Randy seconded
 - Motion passed 4-0
- Review Action Items:
 - For AI 08, Elias requested the description. Mark volunteered to send. This was closed the day after the meeting.
- Next step(s) for CIP orientation with committees/depts:
 - General Govt / Administration - we'll present when we meet with the Select Board
 - Public Safety and Cemetery -
 - Public Safety actually falls under the Fire Dept., so it's already been covered
 - There's no need to present to the Cemetery Committee
- Providing the 2023/2024 Capital Budget to the Select Board
 - Items:
 - Town Hall - ADA Access (\$5k) - per Randy, this may not be used, as the feasibility study is underway re: addressing the Town Hall renovation. We'll chat with the Select Board on this to confirm.
 - Fire Fighter Apparatus (\$70k) - this will be covered by ARPA funds in the current budget year (2022/2023)
 - Replacing the Kobelco Excavator (2008) (\$170k; \$200K minus a 15% trade-in) - Randy reminded the group that Victor doesn't believe the town will need a replacement excavator of this size, so the \$170k estimate is OK for now
 - Paving (\$30k)
 - Other potential items:
 - There have been discussions with RB Technologies about upgrading the Town server. This is estimated to be \$15-20K
 - Mud season mitigation & gravel replacement -
 - Gravel cost is \$37k / mile for full gravel replacement, to a depth of 8-12" (excluding trucking)
 - Highway folks may have an estimate of miles left to do
 - Consensus was to ask HW folks how they want to handle going forward - annual operational budget, or schedule costs in the Capital Improvement Plan

- Mark will pose the question (Action Item 14)
- Exploring the creation of a Capital / Opportunity fund - We currently allocate monies to the following funds:
 - Paving, Town Hall, Bridge, and Town Shed
 - We could continue adding new funds, as above
 - We could also create funds by Dept. (Fire, HW, etc.)
 - If the funds allocated for a given year weren't fully spent, could either keep the \$\$ in the Dept. Fund, or move to the General Capital Fund, which doesn't yet exist
 - There was agreement that the Budget Committee needs to be educated on fund usage and transferring \$\$ with/wo voter approval
 - Mark will reach out to Dorinda to explain in our next meeting (Action Item 15)
- Lister 2023/2024 budget request - this was presented at the last Select Board meeting, and the request was to use Nimerick (sp?) again, to consult and continue knowledge transfer to the new town listers
- Update on allocation of ARPA funds:
 - \$170K of \$515K allocated, to CV Fiber (\$100K) and Fire Dept. packs (\$70K)

The meeting was adjourned at 5:02.

Date Created	Action Item #	Assignee	Action Item	Due Date	Date Closed
05/03/22	08	Elias	Research creating a page for the Budget Committee on the Town website Mark to send Elias the description	11/4/22	11/2/22
09/06/22	13	Theo	Get Budget Committee CIP review on the October Planning Committee meeting agenda	9/30/22	9/30/22
11/01/22	14	Mark	Contact Victor and Eric on how they want to handle gravel replacement budgeting going forward	11/4/22	
11/01/22	15	Mark	Ask Dorinda to attend the next Budget Committee meeting to explain fund usage	11/15/22	