Middlesex Budget Committee
Regular Meeting
Tuesday, May 16, 2023
4:00 PM

Present: Randy Drury, Elias Gardner, Mark Harris, Zarah Vincent, Dorinda Crowell

Meeting Minutes

4:03 Call to Order - Amendments - none
4:05 Other Business

- Review and approve April meeting minutes -
    - Mark asked for clarification on the stretch of Shady Rill that is being added for paving in FY2024
    - Randy clarified that it's the stretch from the corner close to the gazebo all the way to where the Shady Rill pavement ends (going toward Molly Supple), and 100 feet beyond that
    - Elias moved to accept the revised minutes, and Zarah seconded
    - The motion carried 4-0-0
- Review Action Items
    - Action items 31 & 32 were addressed by Mark on April 26th
    - Action item 33 was addressed by Randy during the meeting - the cost estimate of the Shady Rill section is $296,515, with $200,000 of the cost funded by a State grant
- Shady Rill - Paving vs. Dirt/Gravel -
    - Zarah's email question between meetings was clarified by Randy
    - It was raised that the 2018 International Dump Truck may not make it to its replacement year of 2025. It's had some major repairs and its trade-in value will be below the estimated 15%
- New Capital Items / Submissions - status:
    - No new Capital item requests have been received by Mark
    - The deadline is May 31st for submissions
    - Mark will remind folks who have new items the week of May 22nd *(Action Item 34)*
- Next Milestone for test-driving the CIP process
    - The CIP Process states that *the Budget Committee will hold a public meeting in June to present and obtain public input on the draft CIP.*
    - As we've extended submissions from April 30th to May 31st, at the next meeting a date will be discussed for the public meeting. *(Action item 35)*
- Other matters:
    - Dorinda distributed the current year (FY 2022/23) budget for review. We're 88% through the fiscal year, and 83% of the budget has been spent.
    - Mark mentioned that the committee was keen on reviewing the current year budget on a quarterly basis, but had yet to make that happen. After much discussion, it was agreed that the first Quarterly review of next year's (FY 2023/24) budget would happen during the October meeting. *(Action item 36)*
    - To be in compliance with Town meeting warnings, Sarah should be sent the agenda before each meeting to post it for the Town. Mark will address. *(Action item 37)*
- Scheduling next meeting - The next meeting will be Tuesday, June 20th, at 4:00 PM
- The meeting adjourned at 4:40 PM

Date Created	Action Item #	Assignee	Action Item	Due Date	Date Closed
4/18/23	31	Mark	Email Mitch from Rec Committee on the status of the questionnaire to resurface the Rumney courts	4/30/23	4/26/23
4/18/23	32	Mark	Send an email blast to affected depts/committees to submit any new Capital Asset additions by May 31st	4/30/23	4/26/23
4/18/23	33	Randy	Get an estimate of the new section paving for George. **Pike won the bid; it's for $296,515, of which $200,000 is being funded by a State grant**	4/30/23	5/16/23
5/16/23	34	Mark	Remind folks who have new Capital items the week of May 22nd	5/22/23	
5/16/23	35	Mark	Add public meeting discussion item to next meeting agenda	6/16/23	
5/16/23	36	Mark	Add quarterly budget review to Oct. mtg agenda	10/13/23	
5/16/23	37	Mark	Send agenda to Sarah 48 hours prior to each mtg	6/16/23	
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