Middlesex Budget Committee
Regular Meeting
Thursday, October 12, 2023
6:16 PM

Present: Randy Drury, Elias Gardner, Mark Harris, Zara Vincent, George Longenecker, Dorinda Crowell

Meeting Minutes

6:16 Call to Order - Amendments - none added
6:17 Other Business

- Review and approve August meeting minutes
- 2023-08-22 Budget Committee Minutes.rtf
    - George asked that the new capital fund statement be amended to read 'establishing a Capital fund to maintain our dirt roads (class 2 & 3), and removing reference to gravel. Elias amended the minutes during the meeting.
    - George moved to accept the minutes as written
    - Zara seconded
    - The motion passed 4-0-1
- Review Action Items - Items 36 and 41-43 were closed.
- Review YTD Budget vs. Actual & July Flood repair costs -
    - $785,000 was listed for Highway expenses YTD due to the July flooding
    - Dorinda reported that it's a deceptive figure, as the town is up to $1.8M for Highway expenses alone; the $785K figure is what's been invoiced
    - The town has secured a $3M line of credit (LOC) from Community Bank @ 3.99% to cover flood expenses. Dorinda expects to begin tapping into it the week of October 16th.
    - 180 culverts have been replaced to-date, and about 20 roads still need work
    - FEMA's standards for road repairs have been beneficial, as most damaged roads have been upsized
    - It's still expected that FEMA will reimburse 75% of the expenses, and the reimbursement will include administrative costs
    - FEMA will reimburse by projects, which the town is creating. Two projects have been submitted for reimbursement to-date.
    - We will get some reimbursement from the State, but a % is not yet known
- Upcoming FY 2024/25 Budget meetings -
    - Sarah sent an email to Planning, Recreation, Cemetery, and Zoning to present their next year's budgets at the November 7th Select Board (SB) meeting
    - The Budget Committee is encouraged to attend that meeting, and subsequent dept. budget meetings with the SB through January
    - Fire and Highway meetings will follow, with each dept. having a dedicated meeting with the SB
    - The Town administrative budget will comprise the last dept. budget meeting
- Discuss establishing a new Capital fund
    - After some discussion, the creation of a new 'Emergency' fund to handle extraordinary events like the July flooding was tabled
    - Discussion about a new Capital fund for dirt road maintenance yielded the following:
        - When the Capital Improvement Program was created in Summer 2021, the State consultant, Christian Meyer, was reluctant to create a fund for

this expense. His experience with towns was that it remained in their annual highway budgets.
        - Consensus reached that the costs will remain in the Highway budget, and will be monitored by the Budget Committee. If year-to-year costs of maintenance begin to vary significantly, then we'll revisit this topic.
- Other matters that may come before the committee
    - Marked asked about the status of the town's ARPA funds
    - Randy and Dorinda reported that the fund balance is approximately $315K
    - There has been no further discussion at the SB on allocating the remaining funds
    - Randy expects discussion of allocation to resume after flood recovery work is completed
- Scheduling next meeting:
    - Our next meeting will align with the SB's first FY 2024/25 budget review, which is on Nov 7th at 5 PM.
    - Our meeting will take place at 4 PM on the 7th.
- The meeting adjourned at 6:55 PM

Date Created	Action Item #	Assignee	Action Item	Due Date	Date Closed
5/16/23	36	Mark	Add quarterly budget review to Oct. mtg agenda	10/13/23	10/10/23
8/22/23	41	Mark	Mark will check with Dorinda as to why the Conservation Fund is funded annually via a special article	8/25/23	8/25/23
8/22/23	42	Mark	Add process verbiage to the Capital Improvement presentation	8/25/23	8/25/23
8/22/23	43	Mark	Put Capital Fund for gravel for dirt roads on the next agenda	10/1/23	10/10/23
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