Middlesex Budget Committee
Regular Meeting
Tuesday, March 19, 2024
4:00 PM

Present: Elias Gardner, Mark Harris, George Longenecker, Zara Vincent, Samantha Beaudoin, Randy Drury (guest)

Meeting Minutes

4:03 Call to Order - Amendments - none
4:04 Other Business

- Welcome new members - Samatha Beaudoin was welcomed to the committee as a new member
- Elect Chair -
    - Zara moved to elect Mark, and George seconded
    - The motion passed 5-0
- Review and approve February meeting minutes
    - 2024-02-20 Budget Committee Minutes.rtf
    - George moved to accept the February meeting minutes as written, and Elias seconded
    - The motion passed 4-0-1
- Updates to the Asset Inventory
    - For FY 2024.1:
        - Capital Fund updates - Mark will get updates from Cheryl (*Action Item 47*)
        - Rescue Vehicle purchase in Oct. 2023 - Zara and Mark will update the Asset Inventory to reflect this (*Action Item 48*)
    - For FY 2025.1:
        - Pending excavator purchase ($200,000)
        - International Dump Truck ($195,500)
        - Both of these purchases will be made after 7/1/24, confirmed by Randy
    - FY 2026 items:
        - Town Shed - overhead doors ($11,000)
        - Highway - Komatsu Loader ($85,000)
- Thoughts on mud mitigation and potential costs
    - Should we create a fund for road repairs in the asset inventory?
    - Elias noted that the State discourages town from saving $$ for this purpose
    - It would be valuable for the SB to identify the costs for the Molly Supple and East Hill mud mitigation projects
        - Randy noted that it's likely a difficult task, as the costs for labor and materials probably wasn't split out
        - Zara brought up Paul Cerminara's efforts in the past
        - Randy mentioned that when Steve Martin and Paul did these mud mitigation projects, the periodic maintenance tasks the road crew normally did were delayed, so a trade-off was made between routine maintenance and these special projects

    - Mark mentioned Hilton Dier and his survey some time ago that resulted in mud work on East Hill, Center Road, and Molly Supple, and that Hilton planned another survey
    - Elias noted that we'd then have sections of road to prioritize for fixes, at a minimum
    - There was also discussion regarding using contractors to either do the mud mitigation work, or to continue with routine road maintenance if the road crew did the mud work, to avoid future trade-offs
    - Zara asked about routine culvert maintenance, and had been told it's not the responsibility of the road crew. No one could confirm who was responsible for this maintenance.
    - Zara asked Samantha about Steve Dennis's list of grants, and if any of those could be applied for to subsidize mud work costs
    - Samantha responded that she didn't have the list, and Elias suggested it would be of value for the budget committee to review the list
    - Mark mentioned the March 20th Planning Commission meeting, which would be dedicating part of its agenda to the mud season issue, with Vic Dwire, and possibly Eric in attendance
    - Regarding grants, Randy made the point that he was for a Grant Manager on the town payroll (P/T) to explore grants, and that securing grant(s) would easily pay the manager's salary
- CIP Budget and presentation for FY 2025/26
    - Mark mentioned the FY 2024/25 CIP budget presentation was made in October, so we have time to prepare for the next one, and that he has the ppt document to work from
    - Randy noted that the committee requested new items for the CIP soon after last year's town meeting, and no responses were received. Mark confirmed the timing, and said the only new item he was aware of was the resurfacing of the Rumney courts, and that no request was received to add this to the asset inventory.
    - Mark will reach out to depts for any new items before our next meeting, with a deadline of May 31st. (*Action Item 49*)
- Other matters that may come before the committee - none discussed
- Scheduling next meeting - will be Tuesday, April 16th, at 4 PM

The meeting adjourned at 4:34 PM

Date Created	**Action Item #**	**Assignee**	**Action Item**	**Due Date**	**Date Closed**
03/19/24	47	Mark	Get latest Capital Fund updates from Cheryl	4/16/24	
03/19/24	48	Zara Mark	Update the Asset Inventory to reflect the Rescue Vehicle purchase in Oct. 2023	4/16/24	

03/19/24	49	Mark	Reach out to town depts for any new items to be added to the Capital Asset Inventory, with a deadline of May 31st	4/16/24	
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