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

Present: Zara Vincent, Mark Harris, Elias Gardner, Samantha Beaudoin

Meeting Minutes

4:10 Call to Order - Amendments - none offered
4:05 Other Business:

- Review and approve October meeting minutes
  - 2024-10-15 Budget Committee Minutes.rtf
  - Zara motioned to approve the minutes as written, and Elias seconded
  - The motion passed, 4-0
- Review action items - all three items (59, 60, and 61) were closed prior to the meeting
- Road Committee Update (Zara):
  - 2 projects totalling approx. $1.2M were submitted to FEMA in September
  - Another approx. $1M in repair work is ready to submit to FEMA
  - Damage inventory was completed for DR4810 (2024)
- Final reimbursement arrangement for flood Disaster Recovery costs:
  - DR4720 (July 2023): ($5.5M cost)
    - FEMA reimbursement @ 90%
    - State reimbursement @ 7.8%
    - Town share becomes 2.2% of the cost
  - DR4810 (July 2024): (est. $3M cost)
    - FEMA reimbursement @ 75%
    - State reimbursement @ 17.5%
    - Town share becomes 7.5% of the cost
- Links to Town Site and WNM Site for:
  - Capital Asset Inventory, CIP Process, CIP Questionnaire, and What's In A Budget orientation:
    - Mark created a Current Versions folder, per Elias's suggestion
    - Share options in the folder are View All
    - Elias now has access to update the Capital Planning page on the WNM web site
    - Elias mentioned that the FY26 Capital Plan can be imbedded in the site, vs. linked in
    - Mark will put a copy of the FY26 Capital Plan in the Current Versions folder (*Action Item 62*)
    - Elias will make a first pass at updating the Capital Planning page (*Action Item 63*)
- FY 2026 budget planning cycle
  - Highway Dept budget review - was @ the Nov 12th SB meeting
  - Fire Dept - will be @ the Nov 19th SB meeting
  - Other Depts - the assumption is these will be discussed at the Dec 3rd and 17th SB meetings

    - Separate Budget Committee meeting to review the draft FY2026 budget - will be scheduled after the Dec 17th SB meeting
- Other matters that may come before the committee:
    - Zara brought up the ‘old’ Fire Dept. building near Rumney, that is aging and in need of repairs. It’s not on the Capital Asset Inventory, and it’s unclear what the future plan is for the building. Should be discussed with Eric as a starting point.
- Scheduling next meeting - will be held Tuesday, December 17th, at 4 PM

The meeting ended at 4:37 PM

Action Item #	Assignee	Action Item	Due Date	Date Closed
59	Mark	Mark will ship 4 docs to Elias, to post on the WNM website	10/22/24	10/18/24
60	Zara	Confirm start date, from Select Board, for next year’s budget cycle	10/29/24	11/11/24
61	Mark	Send 2024 agendas & minutes to Sarah, to post on the Town website	10/22/24	10/18/24
62	Mark	Put a copy of the FY26 Capital Plan in the Current Versions folder	11/22/24	11/20/24
63	Elias	Make a first pass at updating the Capital Planning page on the WNM web site	11/22/24	11/19/24
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