Middlesex Budget Committee
Regular Meeting
Tuesday, January 21, 2025
4:00 PM

Present: Zara Vincent, Mark Harris,Samantha Beaudoin

Meeting Minutes

4:07 Call to Order - Amendments - none added
4:08 Other Business:

- Review and approve December meeting minutes
    - Zara moved to approve the December minutes as-is; Sam seconded
    - The motion passed, 3-0-1
    - Zara moved to approve the January Ad Hoc minutes as-is; Sam seconded
    - The motion passed, 3-0-1
- Road Committee Update:
    - The Committee was invited to apply for a BRIC grant from FEMA
    - Great Brook work is in progress; a drone flight is documenting its topography
    - Asset mgt inventory software for roads and culverts in being explored. Year 1 cost is $6,600
    - Working on a REI (Road Erosion Inventory) grant - this is done annually
    - Investigating a municipal grant for culverts
    - FEMA reimbursement DR4720 is being reworked, combining culvert and road repairs together for each road, per FEMA
- Next steps for WNM Site for Budget Committee
    - The revamped site looks great; a significant upgrade over the initial one
    - Question of educational materials - What's In A Budget was the first orientation document published. Do we need more? To be discussed at the February meeting. (*Action Item 65*)
- Review 2024 Budget Committee Report - It's ready for submission, pending tonight's budget changes at the Select Board meeting
- Final FY 26 budget thoughts -
    - Zara mentioned the Road Crew is wondering if more heavy duty trucks should be purchased when the current ones reach end of useful life
    - Mark asked if Eric was in the loop. Zara said he hasn't been, but will be looped in.
- Pending Capital Asset Inventory updates -
    - Mark believes there are some that should be made before the end of the current budget year (6/30/2025)
    - Mark will compile a list for the February meeting (*Action Item 66*)
- Other matters that may come before the committee - Sam had two:
    - Positions and rates for Town Hall employees - Smm questioned if the hourly rate should be a single rate, or a range. Mark and Zara agreed that ranges would more equitably compensate new employees based on their skills and experience levels. Zara proposed an hourly rate range of at least $5. This will be added as an agenda item for the February meeting. (*Action Item 67*)

    - Has the Town considered selling some of its land to alleviate some of the budget crunch? Mark and Zara were not aware if this had been explored before. Will be added as an agenda item for the February meeting. (*Action Item 68*)

- Scheduling next meeting - Tuesday, February 18th, @ 4 PM

The meeting was adjourned at 4:43 PM

Action Item #	**Assignee**	**Action Item**	**Due Date**	**Date Closed**
65	Mark	Add WNM Capital Planning additional orientation material to Feb mtg agenda	2/14/25	
66	Mark	Compile a list of pending Asset Inventory changes for this budget year	2/14/25	
67	Mark	Add Town Hall positions and rates as a Feb mtg agenda item	2/14/25	
68	Mark	Add Town land sales as a Feb mtg agenda item	2/14/25	
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