

BUDGET WORK SESSION

May 3, 2021

In Attendance:

Members Present: Mayor Janet Winkler, Mayor Pro Tem, Larry Chapman, **Commissioners:** Jim Engelman, Jeff Link, Barry Mitchell, Rick Shew and Ann Smith

Others Present: Town Manager, Rebecca Bentley, Assistant Finance Officer, Michelle Coffey, Town Clerk, Tammy Swanson, and Jonathan Greer

Call to Order:

Mayor Janet Winkler called the meeting to order, and Mayor Pro Tem, Larry Chapman, led the group in prayer.

Discuss FY 2021-2022 Budget:

Rebecca presented the proposed budget for FY 2021-2022.

The following items were discussed:

Revenues:

-Taxes – The LGC requires that we show what a revenue neutral tax rate would be – adjusted for growth our revenue neutral rate would be .39 cent/\$100. If we leave the tax rate at the current \$.43/\$100, we could see an increase of \$127,000 based on the projections from the revaluation. Rebecca’s recommendation was to keep the tax rate at \$.43 cent, and she commented that the proposed budget includes the .43 rate.

-Sales Tax - We estimated very low last year due to COVID-19. The League is estimating a 30% increase for the upcoming fiscal year.

-Community College and School Resource – Police Department currently has no applicants to fill the vacant position. We may have to take one of the resource officers from the College and put them back on the road – we are not sure at this time.

-Lease Revenue – Discussed leases for HUB Station – increase to budget throughout the year as we get new leases. We did not budget for dinner theater last year, and we may not be able to have dinner theater again this year due to COVID-19. Rebecca commented that dinner theater does significantly increase revenues for HUB Station.

Total Revenue Budget: \$3,851,110

Expenditures:

-Increase Salaries for Board Members -

Commissioners: increase from current \$150 per meeting to \$200 per meeting - special meeting remain at \$25 per meeting.

Mayor: increase from current \$175 per meeting to \$250 per meeting – special meetings \$25

Planning Board: increase from current \$40 per meeting to \$50 per meeting – special meetings \$25

-Finance – Did increase \$5,000 for scanning equipment for documents to create virtual files. We want to work toward getting away from “paper” to save space.

Employment Salaries: 5% increase for Police and 3% increase for other staff.

-Planning and Zoning – includes contracts for stormwater, planning, stormwater mapping, code enforcement- (2-year contract) and comprehensive.

-Police – Majority is Capital Outlay for vehicles. Other: new server, additional cameras.

-Street Department – includes new chipper, and a new dump truck.

-Sanitation – contract expires at the end of the next fiscal year – last increase was 60%.

-Recreation – new mower & a utility vehicle for Optimist Park property.

-HUB Station - emergency doors in dining hall and new windows, and additional cameras for upstairs.
Building B - new heat and air for gym.

-Town Hall – funds for renovating Council Room

Total Expense Budget: \$3,851,110

Janet stated that a portion of the Recovery Act funds are scheduled to be disbursed in May; however, we are not sure at this point how the funds can be used. She commented, however, that we may be able to cover some of our expenditures with Recovery Act funds, i.e., dump truck and chipper, public safety expenses. Also, having the entrepreneur space available may open us up to additional funds – ARC funds for example.

Janet encouraged the Board to remember that \$.07 cent of the \$.43 cent tax rate goes to HUB Station. She commented that at some point, we will probably need to try and get the costs for expenses and the revenue closer together. Ann commented that fundraising is also still going on for HUB Station.

Barry asked about increasing fees. Rebecca stated that we had decided not to increase the fees last year due to COVID-19.

Ann stated that she visited other artist studios recently and asked about fees, and learned that traffic dictates the fees.

Rebecca stated that she did not include the lost revenues that can possibly be reimbursed through CARES Act funds.

Rebecca stated that the proposed Budget will be presented at the May 18th regular meeting, and will be available for public inspection until it is adopted in June. She also commented that the budget will remain a working document until it is adopted.

Adjournment:

Motion: (Larry Chapman/Jeff Link) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk

