

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Budget Committee Minutes
68 School Street, Effingham
January 26, 2021
Live and Conference Call

Members Present: Dave Strauss (chair), Leo Racine (vice chair), Chuck Fuller (selectmen's rep), David Garceau, Tim Eldridge, Ben Eldridge, Theresa Swanick.

Members Absent: None.

Others Present: Nate Fogg, Mike Cahalane (selectman), Tom Hart (selectman), Erik Jones via conference call.

The meeting was called to order at 6:00pm. A roll call confirmed those present.

Minutes

The Budget Committee (BC) reviewed the minutes from the January 12th, 2021 meeting.

A motion was made by Dave Strauss to approve the January 12th, 2021 minutes as printed. The motion was seconded by Theresa Swanick. Roll call vote: David Strauss- aye, Leo Racine- aye, Tim Eldridge- aye, Chuck Fuller- aye, Theresa Swanick- aye, Ben Eldridge- aye, David Garceau- aye. The motion passed (7-0).

Budget Review 4220 EMS represented by the Board of Selectmen (BoS)

The EMS rate has been determined for 2021. The \$88K in the 2021 budget needs to be adjusted to \$125K, with \$13K coming from Green Mtn Treatment Center to cover their portion of the cost of calls. The BoS are in favor of the same amount.

A motion was made by David Strauss to re-visit the 4220 EMS budget. The motion was seconded by Tim Eldridge. Roll call vote: David Strauss- aye, Leo Racine- aye, Tim Eldridge- aye, Chuck Fuller- aye, Theresa Swanick- aye, David Garceau- aye, Ben Eldridge- aye. The motion passed (7-0).

After reviewing a breakdown of the EMS call numbers, the numbers were agreed upon. The contract increases 3% per year and Effingham's percent of the calls is 13%. The tax impact will be \$112K. \$13K is being used from the Unassigned Fund Balance (UAFB).

A motion was made by David Strauss to approve the 4220 EMS budget at \$125,000. The motion was seconded by Chuck Fuller. Roll call vote: David Strauss- aye, Leo Racine- aye, Tim Eldridge- aye, Chuck Fuller- aye, Theresa Swanick- aye, David Garceau- aye, Ben Eldridge- aye. The motion passed (7-0).

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Review of the MS-737 draft

The draft of the MS-737 was reviewed and updated. On page 2 the ambulance contract was updated to \$125K from \$88K. The Public Safety Subtotal was adjusted to \$439,453 from \$454,453. On page 5 the Total Operating Budget Appropriations was adjusted to \$1,806,363 from \$1,821,363. On page 10 line 3915 From Capital Reserve Funds was adjusted to \$0 from \$64,882. Interfund Operating Transfers In Subtotal was also adjusted to \$0 from \$64,882. Also, line 9998 Amount Voted from Fund Balance was updated to \$131,802 from \$262,604. On page 11 the Other Financing Sources Subtotal was adjusted to \$131,802 from \$262,604. Also Total Estimated Revenues and Credits was adjusted to \$807,525 from \$1,003,209. On page 12 Operating Budget Appropriations was adjusted to \$1,806,363 from \$1,821,363. Total Appropriations was adjusted to \$2,220,165 from 2,235,165. Less Amount of Estimated Revenues & Credits was adjusted to \$807,525 from \$1,003,209. Estimated Amount of Taxes to be Raised was adjusted to \$1,412,640 from \$1,231,956. Finally, on page 13 the Total Recommended by Budget Committee was adjusted to \$2,220,165 from \$2,235,165.

The Budget Committee approved the Budget sheets and the written warrant articles have been shared with the public. All changes to both documents will be reviewed at the February 2nd Public Hearing to ensure that all those present have the updated numbers.

Budget Public Hearing

Chairman Strauss asked all BC members to bring their copy of the Budget Sheets, the Draft MS-737, the cheat sheet, and their copy of the written Warrant Articles to the budget hearing. The webmaster will make sure that the full budget and written warrant article is available on the town's website.

Other Budget Committee Business

Dave Strauss will work with Audrey Fraizer to update the budget sheets for the coming year by the end of February.

Budget to Actual (B2A)

The latest B2A was reviewed. Most changes have been made. There will be one more B2A for the year end.

Next Budget Meeting (Public Hearing)

The Budget Hearing will be held on February 2nd, 2021. The meeting will begin at 5:00pm and the Budget Hearing will begin at 5:15pm.

The BC will set the April meeting date on Feb 2nd.

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The BoS are meeting on Friday to set the Town Voting and Town Meeting dates. There's a possibility of moving one or both events to May.

Mike Cahalane noted that the BoS are putting forth a warrant article to reword the amount required for using competitive bids. The minimum amount requiring for contracts to require competitive bids changes and the new wording would keep the town in compliance without having to revise the actual amount repeatedly.

The BoS have received the Draft Audit and are expecting the full audit soon. It will get posted on the town's website when received.

Deferred revenue includes unpaid property taxes. For the year ending 12/31/2020 unpaid taxes were \$637,650. This is slightly higher than previous years, however not the problem that some were anticipating when the Covid Pandemic hit. As of 1/19/21 a total of \$861,033.98 is owed in back taxes (2016 to present), this amount includes interest.

Capital Improvement Plan (CIP) Report

The BC has still not reviewed the final CIP Report. Chuck Fuller ask Grace Fuller to get the final draft to the BC.

Public Comment

Erik Jones had a couple of questions about items that he did not find on the Town's Website. The BC appreciated the heads-up and will make sure all material is available for public review.

No other members of the public called in during the meeting.

Adjournment

A motion to adjourn the meeting was made by Tim Eldridge. The motion was seconded by Leo Racine. Roll call vote: David Strauss- aye, Leo Racine- aye, Tim Eldridge- aye, Chuck Fuller- aye, Ben Eldridge- aye, David Garceau- aye, Theresa Swanick- aye. The motion passed (7-0). The meeting adjourned at 7:20pm.