

Approved  
4-18-22.

## Middleton Budget Committee Meeting

March 21, 2022

### Board Members:

Budget Committee:

Laura Parker-Vice Chair  
Tracy Donovan-Laviolette  
Bonnie Gagnon

Representatives:

Roxanne Tufts-Keegan – Selectmen Rep  
Rebecca Eastman Darrow-School Rep  
Janet Kalar- SLVD Rep

Absent-Kathleen Blaney

Meeting was called to order by Laura Parker, at 6:30 pm.

### Pledge of Allegiance

### New Business:

A letter of resignation from Roxanne Tufts-Keegan, was read by Laura Parker. Effective March 12, 2022 Roxanne will be giving up her position on the Middleton Budget Committee to become a Middleton Selectman. Thank you Roxanne for your many years of dedication and hard work on the budget committee.

There is some discussion as to the vacant chair on the committee because of Roxanne Tufts-Keegan's resignation. Tracy Donovan-Laviolette nominates Andrea Bowden, Bonnie Gagnon seconds. All in favor. Andrea accepts the position of filling in the empty seat on the committee for one year. Welcome Andrea.

There is discussion on the re-organization of the board. Bonnie Gagnon nominates Laura Parker as chair, Tracy seconded, all in favor. Laura accepts the position. Bonnie Gagnon nominates Tracy Donovan-Laviolette as vice chair, Laura Parker seconds, all in favor. Tracy accepts the position.

Approval of minutes for 2/5/2022. Tracy Donovan-Laviolette motions to accept, Janet Kalar seconds. All in favor.

Approval of minutes for 2/21/2022. Tracy Donovan-Laviolette motions to accept, Janet Kalar seconds. All in favor.

### School Budget:

The school budget being discussed is for February 2022. Expenditures should be at 66.67%, we are currently at 65%.

It is discussed as to why some things are over, probably due to a lot being encumbered. Benefits are in the red, why is that? The comment was made that the BC did not cut this line, it is because of staff changes and life insurance costs being omitted. Rebecca Eastman Darrow states that the school has lost a lot of staff.

Laura Parker states she has an issue with the fuel line, 8 months in and they have only spent \$5,000. Roxanne Tufts-Keegan states there is probably still an issue with the billing. Andrea Bowden asks if you can track which vehicle goes with which number at the fuel pump? If the wrong number is punched in then the wrong department will be charged. She would like to see the numbers for the FD.

Sailor Dan asks if the public can ask questions, YES! He asks if the school is on track with how much should be spent? Yes, they are pretty much on track as of right now.

Laura Parker asks how much is left from the Esser grant? From the Esser grants, 1 and 2, we should have received \$474,000, with \$284,380.56 left. Roxanne states that some of this has been used for salaries and summer school. It was asked if Rebecca could find out if this amount is correct. She will let us know before the next meeting.

#### **Town Budget:**

We are currently at 11 weeks and the budget should be at 21.12%, we are at 17% spent.

Tracy Donovan-Laviolette states the cell phone lines do not add up. Roxanne Tuft-Keegan states she has found a bill in the office and that she will be looking into this more.

There is discussion on the ARPA funds, it looks like those funds have been pulled from the salary lines, but where has it been put? We would like to see those funds put in a separate line, some lines are not correct because of it. This is messing up the FICA and Federal lines.

Roxanne Tufts-Keegan states she has flagged all of the negative lines. She has just gotten into the system but will be checking on them.

E-Reg Software Support, why was money spent in this line?

Assessing clerk is over.

Why is health and dental under?

Electric for the salt shed, HW garage, and FD are all over budget, why? Each building has their own meters.

Heat for FD and municipal building lines are way over. Is the heat for the FD shared with the OTH?

Police OT is over.

Police PT OT is over.

Do we know how many part time officers the police dept has? The chief has stated that there were only 3.

It was asked if the police dept over time has stopped? The answer was No.

It was asked if something happened to one of the police cars? The vehicle maint/repair line is at 97.11 %.

Andrea asks about the Med supplies line.

Code enforcement salary is over. It was stated his pay was increased but the budget line hadn't been increased to reflect that.

HW OT, this should be it unless we have another storm.

HW seasonal is done until November, base pay and OT should not change until then.

HW Diesel

School Diesel

Recycle line

Welfare and ACO cell phones

Social Security and Medicare

There is a lot to look into on the town side of the budget.

It was asked if the PD cars are staying in the parking lot after work? No, at the next BOS meeting this will be put in a formal policy procedure along with the OT. Legal will be asked if something that is voted on during a meeting goes into effect then.

BOS will be researching the gas cards for the PD.

Janet Kalar stated that there are 3 trust fund checks for \$7,000, \$5,000 and \$16,000 from the school that have not been deposited. On 2/25/22 Joe Varga stated the checks were over there but this is not on Janet. Janet states to hold on to the checks if found until she decides if she is accepting the position or not.

The 2019 audit book has been found. The 2019 audit is complete. The 2020 audit is being worked on.

Bonnie Gagnon motions to adjourn at 7:27 pm. Tracy Donovan-Laviolette seconds, all in favor.

April 18, 2022 SLVD Public Hearing

May 14, 2022 SLVD Annual Meeting

April 18, 2022 Budget Committee Meeting 6:30 pm OTH

May 16, 2022 Budget Committee Meeting 6:30 pm OTH

Respectfully submitted,

Bonnie Gagnon