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TOWN OF BURLINGTON

Meeting Minutes

DEPT./BOARD: Ways and Means Town Hall 1 Subcommittee
DATE: April 28, 2021
TIME: 8:00AM
PLACE: WebEx Conference Call

MEMBERS and INVITED OFFICIALS:

Present:

John Danizio – Assistant Town Administrator / Town Accountant
James Doherty – Assessor
Gary Gianino – Treasurer/Collector
Whitney Haskell – Budget Director
Frank Monaco – Town Hall 1
Paul Sagarino – Town Administrator
David Tait – Chair Town Hall 1

Absent: None

Meeting Purpose:

Discuss FY 2022 Proposed Budget and Warrant Articles

Article 5 Transfer from Free Cash to OPEB Trust Fund

The FY21 budget left a \$675,000 shortfall in the funding schedule for OPEB. The article is to makeup shortfall in FY22 which will get the funding program back on schedule. The motion is to fund the full \$675,000.
Vote: 2-0-0

Article 3 Fund FY22 Operating Budget Debt Service Line Item \$6,776,772 a 3.47% Increase

This amount covers FY22 principal and interest for all outstanding bond obligations.
Vote: 2-0-0

Article 17 Tax Abatement Defense Fund \$200,000

This is an estimated amount for FY22 to fund consulting and legal services in the event a taxpayer challenges their assessment and we choose to defend our position. The COVID Pandemic has caused significant economic disruption which may generate challenges to assessments. The fund is currently depleted and the funding will be from the overlay account.
Vote: 2-0-0





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Article 7-18 Historical Storage Shed \$28,000

The proponent was not available to discuss beyond the written backup. The discussion raised questions about the long term goal of the project, whether there are further permitting issues, and whether the funding requested is sufficient. A motion was made to postpone and invite the Historical Commission to the full Ways and Means May 5 meeting for further discussion.

Motion to Postpone 2-0-0

Article 7-19 Town Common 9/11 Memorial Improvements \$25,000

The existing memorial area is very basic. The goal is to make a more inviting and complete area. This request was put on hold last year and the hope is to make improvements for the 9-11 Twentieth Anniversary.

Vote: 2-0-0

Article 18 Small Cell Peer Review \$100,000

The Town has established 5G regulations and we already have an application for one installation. This is an emerging technology which is complex and we are anticipating many more installations and upgrades over time. The Selectmen have already created an ad hoc committee and anticipate the need to further regulate and specify installations going forward because the potential for high impact negative results is an issue. This money will be used to retain consulting expertise as we refine and expand formal policy.

Vote: 2-0-0

Article 3 Fund FY22 Operating Budget Negotiated Settlements Line Item \$535,000

This is an annual appropriation to fund all pending contracts and retirement buyouts. As each case comes forward money is transferred as needed from this account with no further appropriation. An amount is budgeted each year based on anticipated activity.

Vote: 2-0-0

Free Cash Reserve \$12,500,000

At the close of the fiscal year the accounting records are certified and the books are closed. This process certifies the final dollar amount of any cash the town has. This money can then be used to fund various projects in the next fiscal year. As a matter of policy some of this money can be earmarked as an unused reserve which we carry forward. The Administration has recommended that we carry approximately \$12,500,000 forward for FY22. We reached consensus on this amount based on funding of all necessary requests that did not have another funding source. This amount is also based on the decision to place no additional funds into stabilization which is already at about \$9,800,000.

Vote: 2-0-0

Adjourned 9:31 AM

