

**Special Select Board Meeting**  
**TOWN BUDGET WORKSHOP**  
**@ Town Office**  
**January 3, 2022**  
**5:00 pm**

**MEETING MINUTES**

Present: Select Board: Jeff Chase, Diana Garrow, Mark Turco (Chair)  
Town Officials: In Person: Caitlin Boyle, Carol Garrow-Woolley, David Johnson, Steven Michel, Clinton Woolley.

1. **Call to Order at 5:05 pm**
2. **FY24 Budget Workshop**

**GENERAL FUND REVENUE**

- Interest revenue is \$5,000 so far, so FY24 budget could be raised..
- Interest on Delinquent Taxes. Mr. Johnson recommended lowering budget to \$5,500 given that half of the FY23 delinquent taxes have already been collected, and that over the last few years, delinquent taxes have been lower.
- Forestry Receipts. Leave at \$9,000.
- State Property Tax. Leave at \$15,000.
- State Reappraisal Payment. Leave at \$10,400.
- State EEGL Study Payment. Leave at \$1,200.
- Licenses. Leave at \$1,000.
- Subdivision Fees. Lower to \$300 due to no pending subdivisions.
- Building Registrations. Leave at \$600
- Miscellaneous: Leave at \$300.
- Prior Year Expense Reimbursement: Leave at \$0.
- Judiciary Fines: Due to speed enforcement, budget can be raised from \$0 to \$300.
- Current Use Program Payment: Leave at \$50,000.

**Total General Fund Revenue:** **\$99,100**

**SOLID WASTE MANAGEMENT REVENUE**

- Solid Waste Label Sales: Year-to-date sales are currently down; reduce budget to \$28,000.
- Recyclables: Leave at \$0.

**Total Solid Waste Management Revenue:** **\$28,000**

**HIGHWAY REVENUES**

- General State Aid: Increase to \$122,000.
- Intermunicipal Reimbursement: Due to increased plowing charges, raise to \$6,650.

- Permits and Miscellaneous: Raise from \$200 to \$250.

**Total General Fund Revenue: \$128,850**

**OTHER SOURCES**

- Transfer From Records Fund: Pertains to Cott System transfers. Keep at \$2,000.
- Additional Surplus Applied: Should be increased to \$9,000 for insurance installment.
- Fund Balance Carryover: \$55,000 (represents surplus not used in prior years).
- Asset / Equipment Fund (Excavator): Leave at \$0.

**Total Other Sources: \$66,000**

**GENERAL FUND OPERATING EXPENSES**

- Town Officer Expenses: Raise to \$1,000 for additional training purposes..
- Select Board Expenses: Second phone line not needed. Reduce budget to \$1,000.
- Constable Expenses: Position currently vacant. Leave budget at \$500.
- Listing Expenses: New software costs raise budget by \$5,500 to \$10,500.
- Appraisal Service: Leave at \$9,000
- Computer and Copier Expenses: Includes Quickbooks, Microsoft Office, etc. Raise to \$4,000.
- Property Mapping: Keep at \$2,500.
- Town Office Supplies and Expenses: Leave at \$11,000.
- Tax Billing and Collection: Leave at \$2,000.
- Meetings, Notices and Reports: Reduce to \$6,000.
- Outside Audit Service: Leave at \$10,000.
- Legal Services: Leave at \$4,500.
- Tax Collection Legal Services: Decided to include with Legal Services line item.
- Planning Commission Expenses: Leave at \$750.
- Conservation Commission Expenses. Leave at \$1,000.
- Shade Tree Preservation-General. Reduce by \$500 to \$1,000, as spending was \$0 last year.
- Star Lake Expense: Increase by \$100 to \$3,600.
- Cemetery Upkeep: Reduce to \$2,000, eliminate tree removals, and add Packer Cemetery mowing.
- Insurance Expense: Leave at \$23,000.
- Worker's Comp Expense: Raise to \$18,000.
- Employee Benefits-General: Reduce to \$18,000.
- Employee Benefits-Highway: Costs have gone up due to rate increases and employee changes. Raise to \$90,000.
- Misc. General Fund Expenses. Keep at \$100.
- Animal Control Expenses. Covers rabies clinic and dog tags. Leave at \$500.
- Rutland Regional Planning Commission. Leave at \$1,000.
- VLCT and PACIF Membership: Based on previous annual fees, increase to \$2,900.
- Speed Enforcement: Was originally funded as a special article. Budget for \$5,000.
- Rutland County Tax: Based on county report, increase to \$25,000.

**Total General Fund Operating Expenses \$253,850**

## OTHER ITEMS

- Garage Bond Principal Payment: Leave at \$30,000.
- Garage Bond Interest Expense: Reduce by \$1,000 to \$10,800.
- Reappraisal Reserve Fund: Leave at \$10,400.
- Property Tax Adjustments: Leave at \$2,000.
- Discount on Taxes: Raise by \$3,000 to \$163,000
- Cott Systems Expense - Records Fund: Leave at \$2,000

**Total Other Items Expenses** **\$218,200**

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## SOLID WASTE MANAGEMENT EXPENSE

- Specific hauling and disposal expenses are not itemized in the budget, but have been budgeted at \$55,000 last FY. Mr. Johnson recommends raising by \$2,000 to \$58,000.
- Transfer Station Attendants: To account for annual raises for attendants, raise to \$16,700.
- Attendants FICA Expenses: Raise to \$1,300.
- Utilities and Supplies: Leave at \$1,200.
- Administration and Telephone: Includes solid waste labels. Can stay at \$1,400.
- Transfer Site Maintenance: Leave at \$1,500.
- Site Improvements: Leave at \$500.
- SW Equipment Replacement Fund: Leave at \$1,000.

**Total Solid Waste Management Expense:** **\$81,600**

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## OTHER ARTICLES

- Town Asset/Equipment Fund: Raise to \$70,000.
- Mount Holly Volunteer Fire Department Support: Leave at \$55,000 for now.
- Fire Truck Replacement Fund: Leave at \$45,000
- Mount Holly Volunteer Rescue Squad Support: Leave at \$17,500 for now.
- Rescue Squad Ambulance/Equipment Fund: Leave at \$15,000.
- Mount Holly Library: Leave at \$12,000.
- Mount Holly Chit Chat: Leave at \$2,000.
- Mount Holly Community History Museum: Leave at \$2,500.
- Black River Area Community Coalition: Leave at \$0.
- After School Program: Leave at \$6,500.
- Town Highway Speed Enforcement: Change from \$2,500 to \$0 because it's accounted for under Speed Enforcement in General Fund.

**Total Other Articles:** **\$234,235**

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## HIGHWAY EXPENSE

### SUMMER ROADS

- Summer Labor: Leave at \$78,000.
- Summer Material: Leave at \$53,000.

- Summer Outside Service: \$20,000, reduced by \$8,000.
- State MRGP Fee: Leave at \$1,700.
- Ash Tree Removal Expense: Reduce from \$3,500 to \$2,500 based on current rates.
- Expense Credits: These can't be budgeted for.
- Excavator Purchase - Downpayment: No expense expected.

**Total Summer Roads \$155,200**

**WINTER ROADS**

- Winter Labor: Raise by \$1,000 to \$78,000.
- Winter Material: Leave at \$63,000.
- Winter Material Hauling: Raise to \$16,000 due to increased hauling costs.
- Winter Outside Service: Leave at \$2,000.

**Total Winter Roads \$159,000**

**OTHER HIGHWAY EXPENSE**

- Retreatment: Due to rising costs, raise to \$90,000.
- Special Projects - Summit Road: None needed this year. \$0.
- Equipment Repair and Maintenance: Keep at \$25,000.
- Garage Maintenance and Utilities: Raise by \$1,000 to \$10,000.
- Purchased Tools and Equipment: Leave at \$3,500.
- Fuels: Due to rising fuel costs, raise from \$34,000 to \$45,000.
- Supplies and Miscellaneous: Lower to \$7,000 due to past years' expenditures.
- Road Lighting: Leave at \$600.
- Road Signs: Reduce to \$1,000 from \$2,000.
- Highway Grants: Leave at \$0.

**Total Other Highway Expense: \$182,100**

- Culvert Repair Fund: Leave at \$10,000.
- Bridge Repair Fund: Leave at \$7,500.
- Asset/Equipment Fund - Excavator Balance: \$0

**Total Highway Expense: \$513,800**

**OFFICER SALARIES AND COMPENSATION**

- Town Clerk Salary: Leave at \$38,740.
- Assistant Town Clerks: Increase by \$100 to \$3,200, budgeting for minor wage increase.
- Town Treasurer Salary: Select Board Clerk will write to VLCT to inquire about the possibility of shifting from a flat stipend to an hourly wage.
- Assistant Treasurer: Increase to \$3,000 to accommodate shift after the current Treasurer retires.
- Select Board Compensation: Leave at \$1,500.
- Select Board Clerk Wages: \$0 as position no longer exists.
- Select Board Administrative Assistant: Reduce to \$10,000 in reflection of current costs.
- Auditor Wages: Leave at \$1,000.
- Lister Wages: Leave at \$16,500.

- Constable Salary: Reduce to \$0 as we do not anticipate having a new constable.
- Animal Control Officer Salary: Reduce to \$1,500.
- Planning Commission Clerk Wages: Reduce to \$2,000.
- Administrative Officer Wages: Leave at \$1,000.
- Health Officer Salary: Raise to \$1,200.
- Fire Warden Stipend: Raise to \$500.

**Total Officer Salaries and Compensation: \$80,140 + Treasurer Salary**

3. **Adjourn:** The meeting was adjourned at 8:20 pm.