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# TOWN OF BURLINGTON

## *Meeting Minutes*

DEPT./BOARD: Ways and Means Town Hall 1 Subcommittee  
DATE: March 2, 2021  
TIME: 8AM  
PLACE: WebEx Conference Call

MEMBERS and INVITED OFFICIALS:

**Present:**

John Danizio, Assistant Town Administrator / Town Accountant  
Joanne Faust, Director Human Resources  
Whitney Haskell, Town Budget Analyst  
Frank Monaco, Town Hall 1  
Paul Sagarino – Town Administrator  
David Tait, Chair Town Hall 1

**Absent:** None

**Meeting Purpose:**

Discuss FY22 Budgets

**Town Meeting and Reports #113, \$15,908.00 a 0% Increase**

The budget is level funded. Several years ago the Annual Report printing was reduced because the electronic format served many of the needs. The experience is the current quantity printed is more than sufficient so that budget remains reduced.

Vote: 2-0-0

**Combined Legislative Committees #119, \$8,017.00 a -5.87% Decrease**

The Zoning Bylaw Review Committee (ZBRC) proposed a drop \$500.00 based on work load.

Vote: 2-0-0

**Town Administrator/Selectmen #122, \$688,011.00 a 3.7% Increase**

The increase is required by contractual salary raises. The \$10,000 communications budget is level funded and was discussed to understand the services provided.

Vote: 2-0-0





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### **Accounting #135, \$\$434,133 a 1.19% Increase**

Funding for parttime staff position was cut last year and remains zero funded. This is an important staffing level to properly maintain all the functions and it is especially difficult with the added load for The Cares Act. The Department will attempt to do without for another year but this funding needs to be reinstated as soon as possible.

Vote: 2-0-0

### **Legal #151, \$\$202,000.00 0% Change**

The budget has been adequate and a similar workload is anticipated. Discussion of additional activity for Tax Title delinquency collections was briefly discussed but no new issues are expected.

Vote: 2-0-0

### **Human Resources #152, \$\$160,787 a .17% Increase**

Funding for BMEA and staff training has been very effective and is level funded. Only increase is driven by contractual salary changes.

**Adjourned 8:47AM**

