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TOWN OF BURLINGTON

Meeting Minutes

Email minutes to meetings@burlington.org or Bring to the Clerk's Office. Thank you

Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date

DEPT./BOARD: Ways & Means
DATE: April 5, 2023
TIME: 7:00pm
PLACE: Town Hall, Main Hearing Room

Present: John Iler, Chair
Doug Davison, Vice Chair

Brad Bond
Christopher Campbell
Christian Delaney
Michael Hardy
Frank Monaco
Steve Morin

Meghan Nawoichik
Ed Parsons
Roger Riggs
Sonia Rollins
David Tait

Absent: Shayan Bhattacherya
Rob Neufeld

Guests: Christine Shruhan, Youth & Family Services Executive Director
Joyce Fay, Historical Commission Chairperson
Wayne Higden, Historical Commission
Whitney Haskell, Budget Director
Paul Sagarino, Town Administrator
Amy Warfield, Town Clerk
Brian White, DPW Director
Rachel Leonardo, DPW Business Manager
Gary Gianino, Tax Collector/Treasurer
John Danizio, Assistant Town Administrator

Pledge of Allegiance

Public Participation N/A

Discussion and votes on the following FY24 budget items:

3. Youth and Family Services [549](TH2)

This budget request is for \$529,912, a 3.68% increase. There is an increase to salaries from steps. There was also some movement in full-time and part-time staff, which has stabilized. Contracted services are up because an interface referral service was moved from gift/grant funding into the operating budget. Melt is up due to an increase in fees. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.





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Vote: 13-0-0

4. Historical Commission [691](TH2)

This budget request is for \$10,000, a 3.95% increase. There is a small decrease in contracted services. There is an increase in materials and supplies due to preparations for the upcoming 225th town anniversary celebration. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

5. Board of Appeals [176](TH2)

The budget request is for \$13,731. The budget is level-funded. A motion to approve was made and seconded.

Vote: 13-0-0

6. Town Clerk [161](TH2)

This budget request is for \$515,495, an increase of 2.2%. Salaries are increased by contract. There is an increase in contracted services for training on the permitting system, and an increase due to microfilm reader printer maintenance. This budget varies significantly due to the number of elections in a year. There are two elections in FY24, leading to a decrease in election costs. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

7. Board of Registrars [162](TH2)

This budget request is level-funded for \$13,150. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

12. Town Meeting and Reports [113](TH1)

This budget request is level-funded for \$15,908. Salaries include the cost of running Town Meeting and contracted services include printing materials. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

8. DPW [4xx](DPW/Rec)

This budget request is for \$10,708,201, an increase of 3.53%. The biggest changes are due to the MWRA connection going online and the Vine Brook Water Treatment Plant essentially being taken offline. There is a significant increase due to buying water through MWRA, but it is somewhat offset by savings with respect to chemicals, electricity, and well cleaning from the changes to Vine Brook. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

9. Trash removal [AA](DPW/Rec)





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This budget is for \$3,159,710. The increase is due to closure of solid waste disposal facilities, fees, and yard waste. The Select Board had several discussions regarding trash removal and feedback was nearly unanimous that residents did not want to see changes to their services, so efforts were made to keep them fully in place despite the increases. A motion to approve was made and seconded.

Vote: 13-0-0

10. Street lights [AA](DPW/Rec)

This budget is level-funded for \$360,500. A motion to approve was made and seconded.

Vote: 13-0-0

11. DEP water assessment [AA](DPW/Rec)

This budget is for \$15,000. A motion to approve was made and seconded.

Vote: 13-0-0

13. Pension reimbursement [AA](TH1)

This is a historical item at \$0. No vote was required.

14. Ch 32B empl bene (health ins) [AA](TH1)

This budget is for \$16,248,398, a 3.94% increase. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

15. Reserve fund [Other accounts](TH1)

This is for a reserve fund of \$200,000. This is an emergency fund that gives Ways & Means the ability to fund emergency expenses without calling a full town meeting. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

16. Negotiated settlements [Other accounts](TH1)

This is for negotiated settlements of \$208,516. The subcommittee voted 2-0 in support. A motion to approve was made and seconded.

Vote: 13-0-0

17. Other [AA](TH1)

This item was a placeholder. There were no additional accommodated accounts to discuss at this time.

18. Debt principal & interest [AA](TH1)

This item will be discussed at a future meeting, tentatively April 26.

Free Cash Discussion





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The committee had a brief conversation about the status of free cash for discussion purposes only. There was no vote on this matter at this time.

19. Approval of minutes – discussion, vote

There were no minutes to approve this week.

MEETING ADJOURNED, 9:11pm.

