



Budget Committee Meeting

Draft Minutes

August 21, 2025, 7:00 PM

Open the Meeting and Roll Call

Chair Cutting opened the Budget Committee meeting at 7:00 PM.

Budget Committee Members Present: Michael Cutting (Chair), Robert Blake, Ray Martin, Rick Bixby, Bill Hanson and Kelly Lombardi via Zoom. James Sherman absent.

Select Board: Alfred Hanson, Harry Seidel and Mike Smith

Approval of Minutes • July 17, 2025

Robert Blake made a motion seconded by Bill Hanson to accept the July 17, 2025, Budget Committee meeting minutes as presented. Motion Passed

Presentation of the CIP

Karen Coyne Chair of the Planning Board presented the CIP. She recapped two spreadsheets reflecting the town meeting appropriations and project expenditures. Karen Coyne noted the project expenditures is just an FYI than a CIP request. She stated that for town appropriations totals \$617,500. She stated that DPW received a bridge grant for \$250,000 and Tim Allen assumed that \$125,000 of that would be used for bridge work but Clyde Carson informed him that the money had already been moved to the general fund and it was not available. Karen Coyne explained that the Select Board will need to decide what will happen with the money. She stated that if he does get the money there will be a zero appropriation for bridges and if he does not get the money he will need to request an additional \$125,000.

Robert Blake provided information that looked at the last 6 years warrant articles. He provided a spreadsheet that reflects the dollars that were funded to the capital reserve funds. He stated that last year the amount was \$605,000. Mike Cutting explained that the CIP and the Warrant Articles are the responsibility of the Select Board. He stated the Budget Committee prepares the budget and only can make recommendations on the warrant articles..

Karen Coyne explained that she did not see anything that stood out as egregious, all seems to be within normal ranges. She advised the Budget Committee members that four departments that did not submit a CIP request this year (Library, Town Clerk, Conservation and Emergency Management). She stated that Emergency Management has requested to keep a place holder of \$12,000.

There was a discussion regarding the bridge grant funds. Mike Cutting questions how the bridge specific funds were able to be transferred to the general fund. Bill Hanson questioned when the funds were received and how long can the money be held on to before using it. Karen Coyne noted that if Tim Allen can use the \$125,000 that would mean the CIP requests would be at an all time low of \$492,500.

1 Karen Coyne explained that the Fire Department vehicles have been pushed back a year. She
2 noted that proposed appropriations over the next few years it does increase significantly increase
3 in year 2029 and 2030. Mike Cutting questioned the CIP for the replacement of windows at the
4 Warner Community Center. He explained that the windows were replaced with grant funds.
5 Harry Seidel explained that the windows are enormous and the vinyl windows cannot handle the
6 weight of the glass.

7
8 Karen Coyne spoke about the Police Department purchase in 2026 to replace a 2017 SUV and in
9 2028 and 2030. She confirmed that the Police Department does have a replacement schedule.

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11 Karen Coyne cautioned that years 2028, 2029 and 2031 have significant increases

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13 Robert Blake spoke about the worrisome rate of funding for roads.

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15 Mike Cutting would like the Select Board to look at the number of vehicles for the Police
16 Department. He questioned if three vehicles are needed. Bill Hanson spoke about the importance
17 of having a vehicle on hand if a vehicle is taken out of service. Harry Seidel would like that
18 question to be posed to the Police Chief because he is actively recruiting.

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20 **Bill Hanson made a motion seconded by Robert Blake to accept the CIP as presented.**
21 **Motion passed.**

22 **Other Business**

23 Robert Blake reviewed the cash on hand as of June 30, 2025 is \$1,878,329. He stated that
24 through June the transfer income expenses are at \$558,428.88 Robert Blake stated that for July
25 and August the town has spent \$222,229.64. He explained that the voters approved \$40,000 for
26 the employee health insurance ETF but that fund does not have enough money in that fund.

27
28 **Meeting Schedule:**

29 September 11, 2025 at Warner Community Center

30 September 18, 2025 Select Board's presentation of the budget

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32 **Adjournment**

33 The meeting adjourned at 7:42 PM

34 Respectfully submitted by Tracy Doherty