

**ADVISORY BUDGET COMMITTEE
TOWN OF MADISON
August 13, 2024
MINUTES**

Members Present – Sharon Schilling; Joe Dame; Rick Judkins; Elwin King; Joy Gray, Selectman

Members Excused – Josh Shackford; Sarah DeMartino, School Board

Others Present – Town Administrator Linda Shackford; MadTV Videographer Carol Dandeneau

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on May 28, 2024.

Meeting Called to Order – By Schilling at 6:00 p.m.

Welcome and Introductions were made by Schilling.

Pledge of Allegiance – Judkins led those in attendance in reciting the Pledge.

Approval of Minutes – Motion by Gray, seconded by Dame to approve the minutes of July 16, 2024 as amended. The motion passed **5-0**.

2024 Budget Drawdown – The Committee reviewed the year-to-date drawdown focusing on lines that are already overspent. L. Shackford was able to offer comments and explain several lines. Schilling requested that Chief Brooks to be asked why the contract services line of the fire department budget is already over 100% spent. Schilling asked that an addendum be added that explained the lines overspent to prevent having to reiterate the reasoning at each meeting.

Discussion of the ambulance line lead to questions about the contract. L. Shackford will forward copies of the contract to the Committee via email.

2024 Revenue Review – The Committee reviewed the year-to-date revenue numbers. The amounts are in line with 2023. A FEMA reimbursement of \$263,835.77 has been received for some of the expenses to rebuild Colby Hill Road. A possible revenue source from STR fines was brought up with Gray offering her perspective as a Selectman; it is not clear cut in her opinion. A detailed analysis would need to be performed weighing the benefit versus the cost to pursue. Schilling feels that someone needs to do that analysis.

Tax Collection Summary – The Committee reviewed Tax Collector Brooks' summary of tax collection from 2021 to present. The percentages for each year fall in line historically with collections.

Equipment Vehicle Inventory Review – DPW Director Shackford submitted a list of the DPW fleet containing facts and a brief narrative of the vehicle or machine's purpose. After review of the list by the Committee, they spoke of beginning to prioritize replacement of equipment. Dame feels this is a good list that will be useful to the Committee. Gray commented that the CAT 920F loader needed a transmission replacement that is currently being performed adding it is covered under the warranty. Dame can see the

420 backhoe eventually being passed on to the Transfer Station as a replacement for their old 416 backhoe and a replacement being purchased for DPW.

CIP Review – There have been no recent updates made. Judkins sees a need to determine the criteria for what is capital versus maintenance and to define a threshold for what items are included in the document. The CIP is really the responsibility of the Planning Board but the Selectmen have had it for the last few years. Judkins and Schilling would like an ad-hoc or sub-committee formed. Discussion led to the proposal of a Planning Board member, Advisory Budget Committee member and a Selectman to work on collecting information to update the document.

Motion by Gray, seconded by Dame to ask the Selectmen to form a working group that would suggest updates to the CIP and present them back to the Selectmen. The motion passed **5-0**.

Review of Expendable Trust Funds (ETF) – The Committee reviewed pages from the 2023 Town Report that showed the trust funds and their balances. L. Shackford explained the process for their funding, how they are managed by the Trustees of Trust Funds and the process for making withdrawals. Dame can see the need to increase the Highway Heavy Equipment ETF because the \$10,000 annual addition is too little.

Other Business:

Health Insurance Premium Review – L. Shackford offered a spreadsheet to the Committee showing the current plan that the Town offers their employees and two estimated proposals for 2025 using the same plan offered and a plan with higher co-pays and deductibles. L. Shackford said the employees contribute 5% of the premium and the Town offers an HRA that covers the first half of the deductible.

Dame noted that, based upon a national average, employees pay 13% of their employer provided health insurance premium. Dame offered to do an analysis projecting insurance premium cost to the Town using projected increases and several different proposed percentages for employee contributions.

Judkins spoke of the struggles some taxpayers have paying their own insurance premiums and that should be taken into consideration with what is offered to employees.

Public Comment: There was none.

9:02 PM – **Motion** by Judkins seconded by King to adjourn. The motion passed unanimously. The next meeting is scheduled for September 9, 2024 at 6:00pm.

Respectfully Submitted,

Linda Shackford,
Town Administrator/Recording Secretary