TOWN OF BURLINGTON
Meeting Posting

Email Posting to meetings@burlington.org or Bring to the Clerks Office. Thank you

Notice of Public Meeting – (As required by G.L. c. 30 A. c. §18-25)

DEPT./BOARD: Ways and Means
DATE: March 4, 2020
TIME: 7:00 PM
PLACE: Town Hall Main Meeting Room

AGENDA:

- Pledge of Allegiance
- Public Comments
- FY 2021 Town Budgets
  - 152 Human Resources – TH1
  - 510 Board of Health – TH2
  - 510 Mosquito Control, Hazardous Waste – TH2
  - 610 Library – TH2
  - 192 Library Facilities – TH2
  - 630/631 Recreation – DPW/REC
  - 113 Town Meeting and Reports – TH1
  - 115 Ways and Means Reserve – TH1
  - 119 Legislative Committees – TH1
- Other Operating Budgets
- Adjourn
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 and Means
DATE: March 4, 2020
TIME: 7pm
PLACE: Burlington Town Hall, Main Hearing Room

MEMBERS IN ATTENDANCE:

**Present:** Roger Riggs – Chair, Doug Davidson, Phil Gallagher, Susan Harrigan, Brad Bond, Jayashree Voruganti, Tom Killilea, Rob Neufeld, Michael Hardy, John Iler, David Tait, Sonia Rollins

**Absent:** Steve Morin, Diane Creedon, Frank Monaco

**Guests:**
Dr. Ed Weiner, Ph.D., Chairman of the Board of Health
Susan Lumenello, REHS/RS, CHMM, Director of the Board of Health
Paul Sagarino, Town Administrator
John Danizio, Town Accountant
Whitney Haskell, Town Budget Analyst
Joanne Faust, SPHR, SHRM-SCP, Human Resources Director
Michael Wick, Library Director
Brendan Egan, Parks and Recreation Director

**Public Comments**
N/A

**Board of Health Budget Overview**

Before reviewing the FY21 budget for the Board of Health, the Board of Health Chairman and Director spoke to the developing situation regarding the spreading Coronavirus (COVID-19). The department is in regular contact with the school department and are in discussions with town department heads. The town is conducting regular environmental cleaning. The town and the Board of Health are keeping their webpage up to date and also posting signs with handwashing reminders and encouraging people to go about town business online whenever possible. As preventative measures people should avoid non-essential travel, anyone who has travelled recently and gets ill should call their doctor and describe their symptoms before going into their offices, and wash hands often.
Meeting Minutes

In regard to the Board of Health’s 2021 budget, there is a 1.02% increase (3.88% with the accommodated budgets rolled in). This increase is largely due to an 8.77% increase in required legal advertisements and some additional funds going to the Volunteer Reserve Corps. The Board of Health wished to also take this opportunity to say that in the future there may be a need for a reserve fund transfer and an added Board of health member as the number of food establishments are growing in Burlington. Sub-committee voted 2-0-0 to approve the budget.

The motion to approve was made and vote passed 11-0-0.

Mosquito Control, Accommodated Budget

The motion to approve was made and vote passed, 11-0-0.

Hazardous Waste Accommodated Budget

The Hazardous Waste costs are up 20-30 percent as the town must bring in a new provider as the previous one went out of business.

The motion to approve was made and vote passed, 11-0-0.

Town Meeting and Reports Budget Overview

This budget is level funded. The sub-committee, Town Hall I, voted 2-0-0 to approve the budget.

Motion made and vote passed, 11-0-0.

Ways and Means Reserve Budget Overview

The Ways and Means Reserve budget which can be used for emergency or immediate town needs remains at the $200,000 mark, which it has been for the last several years. The Town Hall I sub-committee voted to approve the budget 2-0-0.

Motion made and passed, 11-0-0.
Meeting Minutes

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Legislative Committees Budget Overview

This is a new budget consolidating line items in various departments into one budget. Included in this budget are the part-time salaries and wages for committee clerks and moderators. This budget saw an increase of 21.28% due to the addition of a new committee and its recording clerk. Sub-committee Town Hall I vote to approve the budget 2-0-0.

The motion was made and passed, 11-0-0.

Human Resources Budget Overview

This budget is level funded with a 0.65% change from the last year. This is a two-person department which also receives some funding from the school budget. Sub-committee Town Hall I voted 2-0-0 to approve the budget.

The motion to approve was made and passed, 11-0-0.

Library Budget Overview

This budget saw a 1.44% increase and is level funded. The library was seen significant programming increases, with an 82% increase in adult participation and a 10 percent increase in children’s participation. Over-time wages are down and there are new employees at lower salary steps. The sub-committee Town Hall II voted 2-0-0 to approve the budget.

The motion to approve was made and passed, 9-0-2 (Rob, Phil).

Library Facilities Budget

The sub-committee voted 2-0-0 to approve the budget.

The motion to approve was made and passed, 9-0-2 (Rob, Phil).

Parks and Recreation Budget Overview

This budget saw a 3.03% increase, mostly due to a significant increase in over-time hours for employees who regularly work more than 40 hours per week. Another major budget item was a change in the town’s treatment of fields to get rid of weeds and allow grass to grow better. In order to stay within budget guidelines the department is taking a 24% decrease in money allocated to transportation costs.
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The motion to approve was made and vote passed, 11-0-0.

Adjourn, vote passed 11-0-0.

Documents Reviewed:

- FY 2021 Budget