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TOWN OF BURLINGTON

Meeting Minutes - Ways and Means Committee

DEPT./BOARD: Ways and Means
DATE: January 27, 2021
TIME: 7pm
PLACE: WebEx Conference Call

Members Present: Steve Morin – Chair, John Iler – Vice Chair, Doug Davison, Phil Gallagher, Mike Hardy, Frank Monaco, Rob Neufeld, Kelly Pappas, Roger Riggs, David Tait, Jayashree Voruganti

Members Absent: Tom Killilea, Brad Bond, Sonia Rollins, Cody Case

Guests:

Paul Sagarino, Town Administrator
John Danizio, Town Accountant
Jim Doherty, Town Appraiser/Assistant Assessor
Gary Gianino, Tax Collector/Treasurer
Whitney Haskell, Budget Director/Chief Procurement Officer

Public Participation

N/A

FY2022 Budget Guidelines

The Administration presented the Town's budget guidelines for FY2022 and discussed how COVID-19 impacted FY2021 revenues. Key points: 1) revenue from local receipts was reduced and is expected to remain lower than usual in FY2022, 2) the tax levy was increased by 5.5% and will likely increase again, 3) the Town may need to use reserve funds to fill gaps in the budget if revenue is not sufficient, and 4) the Administration recommended a 3.25% blended increase for the Town's budget (5.25% accommodated accounts, 3.50% schools, 3.00% town).

The committee discussed the economic hardships faced by citizens, the effects tax increases could have on citizens, options for using reserves - including for revenue replacement, specific uses, lowering tax rates, capital expenses, and funding operating costs - and when decisions about their use need to be made, expenses associated with contractual obligations with Town employees, and how tax increases will affect different parts of the tax base.

Phil Gallagher motioned to approve the budget guidelines as suggested by the Administration. Roger Riggs seconded the motion. The motion passed 11-0-0.

Yes: David Tait, Doug Davison, Frank Monaco, Jayashree Voruganti, John Iler, Kelly Pappas, Mike Hardy, Rob Neufeld, Roger Riggs, Steve Morin, Phil Gallagher

No: N/A

Abstention: N/A





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FY2022 Budget Access Through Ways & Means Web Site Demonstration

Whitney Haskell demonstrated to the committee how to log in to and view documents on the new town website.

Approval of Previous Minutes

January 20, 2021

Phil Gallagher motioned to approve the minutes of the January 20, 2021 meeting as distributed. Mike Hardy seconded the motion. The motion passed 11-0-0.

Yes: David Tait, Doug Davison, Frank Monaco, Jayashree Voruganti, John Iler, Kelly Pappas, Mike Hardy, Rob Neufeld, Roger Riggs, Steve Morin, Phil Gallagher

No: N/A

Abstentions: N/A

Adjourned

Documents Reviewed:

- Budget guideline presentation

