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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: March 1, 2023
TIME: 7:00pm
PLACE: Town Hall, Main Hearing Room

Present: John Iler, Chair
Doug Davison, Vice Chair

Shayan Bhattacherya	Steve Morin
Brad Bond	Rob Neufeld
Christopher Campbell	Roger Riggs
Christian Delaney	Sonia Rollins
Michael J. Hardy	David Tait
Frank Monaco	

Remote: Meghan Nawoichik

Absent: Ed Parsons

Guests: Paul Sagarino, Town Administrator
John Danizio, Asst Town Administrator
Whitney Haskell, Budget Director

Pledge of Allegiance

Public Participation N/A

Additional Comments N/A

Administration Presentation of Budget Books/Website

Whitney Haskell provided a few notes on the budget binders and website. In the FY24 binders, the central administration accommodated, debt service, and other/negotiated settlements sections are currently blank as they are still being finalized. The binders include the proposed FTE chart and scorecard to date for the operating side of things. As the accommodated information gets finalized, the binders will be updated. Whitney also provided instructions for accessing the website. She extended thanks to all of the individuals who helped finalize the binders and website.

Administration Presentation of Budget Overview, Guidelines

John Danizio gave a PowerPoint presentation regarding the budget. The town operating budget is right at the guideline of 3.75%. The accommodated accounts are not totally complete as some components are still being finalized but are being targeted at 7-9%. For the town operating budget, nine departments were over guidelines,





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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 in most cases due to staff changes or collective bargaining agreements with step changes. There are no new FTEs requested but are some reductions and restructured positions. Accommodated accounts are not yet complete but tracking in line with target. The budget drivers include the OPEB plan, Middlesex Retirement, Debt Service, Waste Removal, and Health Insurance. Open items include Non-Member Regional School Assessments and Special Education Tuition and Transportation. The total budget increase is estimated at 5.2-5.49%, with the town operating budget increasing 3.75%, the school operating budget (not yet submitted) tentatively increasing 3.75%, and accommodated accounts increasing 7.7-8.49%. The budget summary does not include transportation/mobility (requested by the Transportation Committee), communications (which will likely be recommended by the Communications Study), sustainability (requested by citizens), and affordable housing (which continues to evolve). Topics for September Town Meeting include the results of the compensation study, which will be worked on over the summer, and review of organizational structures to determine whether more efficient structures could be in place. Per the Committee's request, John Danizio also briefly explained how the budget guidelines were set.

Approval of Minutes

There was one set of minutes to approve: January 18, 2023. No amendments were proposed.

Vote: **13-0-1**

Yes: Shayan Bhattacherya, Brad Bond, Christopher Campbell, Doug Davison, Christian Delaney, Michael Hardy, John Iler, Frank Monaco, Steve Morin, Meghan Nawoichik, Roger Riggs, Sonia Rollins, David Tait
Abstain: Rob Neufeld

Upcoming Meetings

The next meeting will be Wednesday, March 8, 2023. The following meeting will be Wednesday, March 15, 2023. The FY24 human resources budget discussion and vote was originally scheduled for March 8 but has been rescheduled to March 15.

MEETING ADJOURNED, 8:13pm

