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TOWN OF BURLINGTON

Meeting Minutes

DEPT./BOARD: Ways and Means Town Hall 1 Subcommittee
DATE: March 18, 2021
TIME: 8:21AM (Please note the meeting started late due to problems getting WEBEX running.)
PLACE: WebEx Conference Call

MEMBERS and INVITED OFFICIALS:

Present:

Jim Doherty- Assessor
Frank Monaco – Town Hall 1
David Tait – Chair Town Hall 1

Absent: None

Meeting Purpose:

Discuss FY 2022 Proposed Assessor's Budget

Dept 141 Assessor \$416,779 a 1.1% Increase

The biggest question the subcommittee raised is that salary is so dramatically reduced. The committee was unaware that the Appraiser, Jim Doherty, retired Sept 2020 but has a contract with the Town to work 3 days a week until Sept 2022 for an annualized fee of \$80,000. Therefore for the FY22 budget period (July 1, 2021 – June 30, 2022) the assessor's salary line item is reduced to \$80,000. The expectation is the Board of Assessors will fill this position with a permanent hire as soon as they can however at least so far no candidates have been identified.

The subcommittee expressed concern that we need a place holder for a permanent hire for at least the second half of the year and we should assume significant overlap with the outgoing assessor for continuity particularly during this period of COVID related turmoil in commercial property. This needs further discussion with the administration since there currently are not enough dollars in budget to support both the overlap contract and a hire.

Other items discussed were contracted services which was increased 27% to \$94,000 and MELT level funded. The contracted services increase is a place holder for an additional \$20,000 in the event that abatement activity spikes because of low utilization due to COVID. MELT is primarily for outside professional meetings. Given the COVID situation the use of virtual meetings would eliminate the hotel and travel portion of the MELT





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budget. The subcommittee will probably leave MELT alone since we really don't know how FY22 will proceed and we want to avoid future abnormal budget spikes when all of MELT does come back.

The subcommittee agreed to postpone a vote on this budget until we have another meeting to resolve the salary budget.

Adjourned 9:19AM

