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## TOWN OF BURLINGTON

### *DRAFT Meeting Minutes - Ways and Means Committee*

DEPT./BOARD: Ways and Means  
DATE: March 31, 2021  
TIME: 7pm  
PLACE: WebEx Conference Call

**Members Present:** Steve Morin – Chair, John Iler – Vice Chair, Phil Gallagher, Mike Hardy, Frank Monaco, Rob Neufeld, Roger Riggs, David Tait, Jayashree Voruganti, Tom Killilea, Brad Bond, Sonia Rollins, Cody Case, Doug Davison, Kelly Pappas

**Members Absent:** N/A

#### **Guests:**

Michael Kent, Police Chief  
Thomas Browne, Deputy Police Chief  
Michael Patterson, Fire Chief  
Amy Warfield, Town Clerk  
Paul Sagarino, Town Administrator

#### **Public Participation**

N/A

#### **FY2022 Budget Reviews**

161 – Town Clerk - 8.32% Decrease

The Committee discussed the \$444,695.00 budget. Salary increases are due to contractual obligations. The variability seen year to year is due to the number of elections; only the Town elections are scheduled for FY2022. The committee also discussed how COVID-19 impacted operations, projects, and plans for the future. The subcommittee voted 2-0-0 in favor.

Sonia Rollins motioned to approve and John Iler seconded the motion. The motion passed 14-0-0.

*Yes: Brad Bond, Cody Case, David Tait, Doug Davison, John Iler, Jayashree Voruganti, Kelly Pappas, Mike Hardy, Phil Gallagher, Rob Neufeld, Roger Riggs, Sonia Rollins, Tom Killilea, Steve Morin*

*No: N/A*

*Abstentions: N/A*

162 – Board of Registrars - 0.00% Increase

The \$12,050.00 budget is level funded; the responsibilities of the Board remain the same as in previous years. The subcommittee voted 2-0-0 in favor.

Roger Riggs motioned to approve and John Iler seconded the motion. The motion passed 14-0-0.





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*Yes: Brad Bond, Cody Case, David Tait, Doug Davison, John Iler, Jayashree Voruganti, Kelly Pappas, Mike Hardy, Phil Gallagher, Rob Neufeld, Roger Riggs, Sonia Rollins, Tom Killilea, Steve Morin*

*No: N/A*

*Abstentions: N/A*

#### 210 – Police - 3.72% Increase

The Committee discussed the \$9,188,359.00 budget. It is almost completely level funded; increases are due to contractual obligations and two new part time positions. Both positions (Recovery Coach and Mental Health Clinician) are 19 hour/week positions which were previously funded through grants. The 2016 plan is to add 5 new positions (1/year for 5 years) has been put on hold for FY22 and will be carried over to next year. The subcommittee voted 2-0-0 in favor.

Sonia Rollins motioned to approve and Phil Gallagher seconded the motion. The motion passed 14-0-0.

*Yes: Brad Bond, Cody Case, David Tait, Doug Davison, John Iler, Jayashree Voruganti, Kelly Pappas, Mike Hardy, Phil Gallagher, Rob Neufeld, Roger Riggs, Sonia Rollins, Tom Killilea, Steve Morin*

*No: N/A*

*Abstentions: N/A*

#### 220 – Fire - 1.19% Increase

The Committee discussed the \$8,604,833.00 budget. The increase is partially caused by additional supply purchases and part time employee increases. Due to COVID-19 Station 2 was used more than expected causing supply costs to go up. The Town is currently negotiating contracts, additional funds required will come out of the Negotiated Settlements Account. Overtime to cover employees in COVID-19 quarantine and isolation was paid for through the CARES Act; the Department was not understaffed at any time. The new ALS program kept revenues for FY2021 similar to previous years despite a decrease in calls. Some apparatuses will need to be replaced in the foreseeable future. The subcommittee voted 2-0-0 in favor.

Roger Riggs motioned to approve and Sonia Rollins seconded the motion. The motion passed 14-0-0.

*Yes: Brad Bond, Cody Case, David Tait, Doug Davison, John Iler, Jayashree Voruganti, Kelly Pappas, Mike Hardy, Phil Gallagher, Rob Neufeld, Roger Riggs, Sonia Rollins, Tom Killilea, Steve Morin*

*No: N/A*

*Abstentions: N/A*

#### 291 – Emergency Management - 0.00% Increase

The \$23,600.00 budget is essentially level funded. In FY2021 funds were, among other things, used to purchase PPE; Medical Reserve Corp training as scheduled was not possible due to COVID-19. The Committee briefly discussed the similarity between this budget and the Board of Health's budget Medical Reserve Corp training





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and discussed the possibility of consolidating the two. There have been no major changes to this budget in recent years. The subcommittee voted 2-0-0 in favor.

Sonia Rollins motioned to approve and David Tait seconded the motion. The motion passed 14-0-0.

*Yes: Brad Bond, Cody Case, David Tait, Doug Davison, John Iler, Jayashree Voruganti, Kelly Pappas, Mike Hardy, Phil Gallagher, Rob Neufeld, Roger Riggs, Sonia Rollins, Tom Killilea, Steve Morin*

*No: N/A*

*Abstentions: N/A*

### **Previous Minutes**

#### March 17, 2021

John Iler motioned to approve the March 17, 2021 minutes as edited by the committee. Brad Bond seconded the motion. The motion passed 13-0-1.

*Yes: Brad Bond, Cody Case, David Tait, Doug Davison, John Iler, Jayashree Voruganti, Mike Hardy, Phil Gallagher, Rob Neufeld, Roger Riggs, Sonia Rollins, Tom Killilea, Steve Morin*

*No: N/A*

*Abstentions: Kelly Pappas*

#### March 24, 2021

Roger Riggs motioned to approve the March 24, 2021 minutes as edited by the committee. John Iler seconded the motion. The motion passed 14-0-0.

*Yes: Brad Bond, Cody Case, David Tait, Doug Davison, John Iler, Jayashree Voruganti, Kelly Pappas, Mike Hardy, Phil Gallagher, Rob Neufeld, Roger Riggs, Sonia Rollins, Tom Killilea, Steve Morin*

*No: N/A*

*Abstentions: N/A*

### **Other Business**

The Committee discussed the process departments use to establish new positions and agreed to discuss this topic further at the next meeting.

### **Adjourned**

