

TOWN OF BROWNVILLE

PUBLIC HEARING, BOARD OF SELECTPERSONS & BUDGET COMMITTEE MINUTES

Tuesday, January 31, 2023

American Legion Post #92 ~ 67 Railroad Ave. Brownville

PUBLIC HEARING – *Public Hearing was open at 6:01pm by Board Chair Byron Weymouth.*

To hear public comments on a Secret Ballot Referendum for a proposed charter amendment as follows:

Shall the Municipality approve the charter amendment reprinted below?

Article VI FINANCIAL PROCEDURE

Section 6.05 BOARD ACTION ON BUDGET

The budget prepared by the Manager shall be reviewed by the Board of Selectpersons which shall approve such proposed budget with or without amendment, ~~prior to the first meeting of the Budget Committee.~~ If a difference exists between the budget as proposed by the Selectpersons and proposed by the Town Manager, the Town Manager may present such differences to the Budget Committee for their consideration. The Board of Selectpersons may choose to meet with the Town Manager prior to meeting with the Budget Committee; however, it is not a requirement.

Section 6.06 BUDGET COMMITTEE ACTION ON THE BUDGET

~~After review by the Selectpersons~~ The Town Manager and Selectpersons shall meet with the Budget Committee for their review of the budget and recommendations.

There was a brief discussion on the wording between the Board and Budget Committee Members, and other than that, no public comment.

BOARD OF SELECTPERSONS & BUDGET COMMITTEE MEETING

1. **Chairman of Board of Selectpersons opens meeting:** *Chair Byron Weymouth opened the meeting at 6:09pm.*

Selectpersons Present: Byron Weymouth, Shelly Ekholm, Kevin Emery and James Hartin

Selectpersons Absent: Dean Bellatty

Employees Present: Felice Lyford, Alicia Harmon, Kevin Black and Shawn Mitchell

Budget committee present: Lynn Weston, Gary Chapman, Marie McSwine, Leesa Coates and Jeff Coates

2. **Previous Meeting Minutes Review & Approval**

Motion for the Board of Selectpersons to approve prior meeting minutes from 1/3/2023.

Motion: Kevin Second: Shelly Vote: All in favor

Motion for the Budget Committee to approve prior meeting minutes from 1/3/2023.

Motion: Marie Second: Gary Vote: All in favor

Motion for the Board of Selectperson to approve prior meeting minutes from 1/10/2023.

Motion: Shelly Second: Gary Vote: All in favor

Motion for the Budget Committee to approve prior meeting minutes from 1/10/2023.

Motion: Gary Second: Marie Vote: All in favor

3. **2023 Budget**

Board of Selectpersons final budget approval-

GENERAL GOVERNMENT

Motion to recommend the Administration Budget of \$245,600.

Motion: Shelly Second: Kevin Vote: All in favor

Motion to recommend the Assessing Budget of \$22,850.

Motion: Shelly Second: Jim Vote: All in favor
Motion to recommend the Town Office Budget of \$19,150.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Insurance Budget of \$32,300.
Motion: Shelly Second: Kevin Vote: All in favor

PUBLIC SAFETY

Motion to recommend the EMS Budget of \$29,050.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Fire Budget of \$97,300.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Public Safety Officer Budget of \$8,650.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Ambulance Budget of \$5,200.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Animal Control Budget of \$5,500.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Street Lights Budget of \$13,500.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Fire Protection Fees Budget of \$71,705.
Motion: Kevin Second: Shelly Vote: All in favor
Motion to recommend the Emergency Management Agency Budget of \$3,900.
Motion: Shelly Second: Kevin Vote: All in favor

PUBLIC WORKS

Motion to recommend the Highway Budget of \$314,550.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Sanitation Budget of \$138,840.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Transfer Station Budget of \$45,768.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Cemeteries Budget of \$32,950.
Motion: Shelly Second: Kevin Vote: All in favor

PARKS & RECREATION

Motion to recommend the Recreation Programs Budget of \$21,150.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Facilities Maintenance Budget of \$1,900.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Snack Shack Budget of \$1,700.
Motion: Shelly Second: Kevin Vote: All in favor

UNCLASSIFIED

Motion to recommend the Town Owned Property Budget of \$5,000.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Flags & Decorations Budget of \$500.
Motion: Shelly Second: Kevin Vote: All in favor
Motion to recommend the Brownville Library Budget of \$17,900.
Motion: Shelly Second: Kevin Vote: All in favor

GENERAL ASSISTANCE

Motion to recommend the General Assistance Budget of \$3,500.
Motion: Shelly Second: Kevin Vote: All in favor

ASSESSMENTS

Motion to recommend the County Tax Assessment of \$120,301.

Motion: Shelly Second: Kevin Vote: All in favor

SPECIAL PROJECTS

Motion to recommend the Brownville Days Budget of \$2,500.

Motion: Shelly Second: Kevin Vote: All in favor

RESERVE ACCOUNTS

Motion to recommend the Reserves Budget of \$131,000.

Motion: Shelly Second: Kevin Vote: All in favor

Warrant review and recommendations beginning with Article 8 (Draft warrant attached).

Motion for the Budget Committee to recommend the General Government Warrant Article and the amount of \$319,900.

Motion: Lynn Second: Marie Vote: All in favor

Motion for the Board of Selectpersons to recommend the General Government Warrant Article and the amount of \$319,900.

Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the Public Safety Warrant Article and the amount of \$234,805.

Motion: Marie Second: Lynn Vote: All in favor

Motion for the Board of Selectpersons to recommend the Public Safety Warrant Article and the amount of \$234,805.

Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the Public Works Warrant Article and the amount of \$532,108.

Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend the Public Works Warrant Article and the amount of \$532,108.

Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the Parks & Recreation Warrant Article and the amount of \$24,750.

Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend the Parks & Recreation Warrant Article and the amount of \$24,750.

Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the Unclassified Warrant Article and the amount of \$23,400.

Motion: Lynn Second: Marie Vote: All in favor

Motion for the Board of Selectpersons to recommend the Unclassified Warrant Article and the amount of \$23,400.

Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the General Assistance Warrant Article and the amount of \$3,500.

Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend the General Assistance Warrant Article and the amount of \$3,500.

Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the Brownville Days Warrant Article and the amount of \$2,500.
Motion: Marie Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend the Brownville Days Warrant Article and the amount of \$2,500.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the Reserve Funds Warrant Article and the amount of \$131,000.
Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend the Reserve Funds Warrant Article and the amount of \$131,000.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend the 2022 Carry Forward Warrant Article and the amount to be determined by the auditors.
Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend the 2022 Carry Forward Warrant Article and the amount to be determined by the auditors.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #17 as written.
Motion: Marie Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #17 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #18 as written.
Motion: Marie Second: Lynn Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #18 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #19 as written.
Motion: Marie Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #19 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #20 as written.
Motion: Marie Second: Lynn Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #20 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #21 as written.
Motion: Marie Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #21 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #22 as written.
Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #22 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #23 as written.
Motion: Marie Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #23 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #24 as written.
Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #24 as written.
Motion: Shelly Second: Kevin Vote: All in favor

Motion for the Budget Committee to recommend passage of Warrant Article #25 as written.
Motion: Lynn Second: Jeff Vote: All in favor

Motion for the Board of Selectpersons to recommend pass of Warrant Article #25 as written.

Motion: Shelly Second: Kevin Vote: All in favor
Motion for the Budget Committee to recommend passage of Warrant Article #26 as written.
Motion: Marie Second: Jeff Vote: All in favor
Motion for the Board of Selectpersons to recommend pass of Warrant Article #26 as written.
Motion: Shelly Second: Kevin Vote: All in favor
Motion for the Budget Committee to recommend passage of Warrant Article #27 as written.
Motion: Marie Second: Jeff Vote: All in favor
Motion for the Board of Selectpersons to recommend pass of Warrant Article #27 as written.
Motion: Shelly Second: Kevin Vote: All in favor
Motion for the Budget Committee to recommend passage of Warrant Article #28 as written.
Motion: Marie Second: Jeff Vote: All in favor
Motion for the Board of Selectpersons to recommend pass of Warrant Article #28 as written.
Motion: Shelly Second: Kevin Vote: All in favor
Motion for the Budget Committee to recommend passage of Warrant Article #29 as written.
Motion: Marie Second: Jeff Vote: All in favor
Motion for the Board of Selectpersons to recommend pass of Warrant Article #29 as written.
Motion: Shelly Second: Kevin Vote: All in favor
Motion for the Budget Committee to recommend passage of Warrant Article #30 as written.
Motion: Lynn Second: Jeff Vote: All in favor
Motion for the Board of Selectpersons to recommend pass of Warrant Article #30 as written.
Motion: Shelly Second: Kevin Vote: All in favor
Motion for the Budget Committee to recommend passage of Warrant Article #31 as written.
Motion: Marie Second: Jeff Vote: All in favor
Motion for the Board of Selectpersons to recommend pass of Warrant Article #31 as written.
Motion: Shelly Second: Kevin Vote: All in favor
Motion for the Budget Committee to recommend passage of Warrant Article #32 as written.
Motion: Lynn Second: Jeff Vote: All in favor
Motion for the Board of Selectpersons to recommend pass of Warrant Article #32 as written.
Motion: Shelly Second: Kevin Vote: All in favor

4. Open Session – Nothing to address.
5. Future Budget Meetings – No other meeting was scheduled at this time. Felice will send the draft to the attorney for review.
6. Board of Selectpersons
 - **Action from Public Hearing – Secret Ballot Referendum for Charter Amendment**
Motion to order the question regarding a proposed charter amendment, under Article VI Financial Procedure Section 6.05 and 6.06 related to action taken by the Board and Budget Committee, be placed on the ballot for a secret ballot referendum to be held at our Annual Town Meeting on March 20, 2023.
Motion: Shelly Second: Kevin Emery Vote: All in favor
 - **Water Lien Foreclosure Waiver -** *Motion to sign and waive the foreclosure of the water lien mortgage dated 9/1/2021 and recorded in Book 2795 Page 328, for the mobile home located at 61 Pleasant Street, Map 13 Lot 12-Z in the name of Danny Corson and Marie Michaud.*
Motion: Shelly Second: Kevin Emery Vote: All in favor
 - **Town Report Dedication –** The Board agreed they would like to dedicate the 2022 Annual Town Report to the Brownville Fire/EMS Department. The Chief will work on getting a photo of the group for the front cover.

- **Animal Control Contracts** – Tabled until next meeting.
 - **Open Session**
 - i. There was a question on if the PSWC site manager job will be advertised. The Town Manager told the Board the yes, the job will be advertised. The PSWC Board discussed it at their 2/8/2023 meeting.
 - ii. Congressionally funded spending will be opening up again this year.
 - iii. Formal award letter on underpass coming soon.
 - iv. Question on if anyone has shown any interest in the open Code Enforcement Officer position. There have been two people that have shown interest.
 - v. Fire Chief Mitchell spoke on the Fire Department. So far in 2023 there have been 20 Fire Department calls. 63% of those calls were EMS. There was a structure fire in Milo in the early hours of the morning, we were toned out for Mutual Aid. We had 16 responders that showed up. Ice Rescue Equipment came in and the classroom portion of training is this Thursday.
 - vi. The Animal Control Officer told the Town Manager that he will be out of Town for a month and if there are any calls, they divert to the Board Chair.
7. Adjournment – Motion to adjourn meeting at 7:56pm by Kevin Emery, seconded by Shelly Ekholm, all approved.

*Respectfully submitted,
Alicia Harmon, Town Clerk*

Selectboard:


Byron Weymouth, Selectboard Chair


Shelly Ekholm


Kevin Emery


James Hartin

Dean Bellatty

Budget Committee:

Gary Chapman, Budget Comm Chair

Marie McSwine

Michael Washburn

Lynn Weston

Leesa Coates

Jeff Coates