

Board members present: Jerry Ward, Tamara Morgan, David Silloway, Michael Penrod, Rachel Putney,

Finance Director: Cliff Rankin.

Selectboard Representative: Larry Satcowitz, Patrick French

Public: Holly Sanders, Capital Planning Committee Member; Adolfo Bailon, Town Manager.

Meeting called to order: 1702.

Call for comments on the agenda. None.

Public Comment from Adolfo Bailon, Town Manager. Thank you and recognition of the work the committee has put forth into.

Michael Penrod makes motion to accept minutes as presented. Seconded by Tamara Morgan. Motioned carried unanimously: All in favor (5); Opposed: (0).

Regarding road condition and paving estimates: Jerry and David evaluated roads with the assistance of road crew. Document developed to inform future road maintenance in fiscal and capital budget planning. Black top on Fish Hill Road is 0.8 miles. Road condition damage includes pot holes and cracked black top. Michael Penrod suggests ideas for preventative maintenance. Beanville Road: 1.1 miles. Adolfo Bailon suggested using 'tool' that Listers' have access to, in conjunction with Google Maps: estimates good to +/- 5 feet. Pave entire road versus spot fix damaged sections only.

Highway superintendent could attend a meeting, with advanced warning of roads to be discussed. Historical costs and estimates can be used to determine potential costs for projects. Suggestion by Larry Satcowitz to pursue planning grant to enable hiring of expert for road maintenance planning. Additional suggestions for reaching out to subject matter experts for guidance.

Michael Penrod made suggestion to personally drive all roads to judge for themselves. Larry made statement to Adolfo Bailon regarding possible temporary patch for Fish Hill, 'cold patch' but Adolfo counters that there are parts of the road that are too far gone. Adolfo plans to speak with Morgan (Highway Foreman) this week to discuss temporary solutions.

Jerry makes suggestion that CPBC organize to meet with the Town Manager to discuss road maintenance plans for the coming year. Holly makes request for Town Manager and Highway Superintendent to attend meeting with their expertise. Holly suggests posting a public notice as early as 16 December 2020 to allow meeting for next week. Adolfo confirms he can meet with Holly to discuss next steps, which can then be passed on to the Highway Superintendent. Jerry suggests 1-3 year plan indicating highest priority road maintenance.

Deadline for budget: Warning must be approved by Select board prior to being posted, posting must be done 30-40 days prior to town meeting. Cliff Rankin states that this may be the first year in many, that the budget committee has viewed budget prior to the select board viewing.

Currently showing a slightly less than \$0.04 tax increase. Expect a Doodle poll to be sent to Select board members for budget review meeting times.

Cliff Rankin has some answers to questions posed by David Silloway, in response to proposed FY22 budget.

1) Select board voted to delay imposition of penalties and interest on late taxes until July 2021 due to COVID-19 (estimated cost of \$20-30K to town: was balanced by amount of collections brought in during 1st two months of FY21).

2) Current use is only estimate for FY19, not actual. Penalty for current use: when someone is 'kicked out' of the program, is the only time when revenue is collected. Revenue stream is often irregular.

3) Household hazardous waste cost: varies by year quite a bit. Randolph administers program for multiple towns. All towns participating share in the cost of the program. Recent increase in household hazardous waste, also increase in cost to dispose of waste. The town has historically not been great at collecting on what is due by towns.

4) 2020 we have been correcting a lot of past cents.

5) Stagecoach: Doubled in 2020 in operating expenses, dropped to 0. Now split between Special Fund and Special Appropriations. What is the plan going forward? Some concern about double dipping. Some concerns from Stagecoach about being slighted by the town. Amount budgeted in Special Appropriations (\$15,000) is still about \$7,000 short of operating expenses. Idea is to put all funding into Special Appropriations to have town members vote on it yearly. Stagecoach estimates that Randolph's portion is closer to \$21,000. Query into who is the select board representative to the Stagecoach.

6) Total Lister expense: why the variance? Pat French retired a few years ago, the office is part-time at the moment. This has resulted in the current 'actual' being lower and points to part of increase in the next year budget, because of planned hiring of a full time lister position.

7) Highway fund: Doubles every year: Why? Payment from school district for use and access of garage and mechanic.

8) School district: Has access to our fuel tanks for fueling buses. Allocate the cost of fuel based on who pumped what and where. COVID-19 resulted in no busing in March-June. \$196,00-\$119,000 in town usage during same time.

9) Highway paving reserve fund: (Capital Improvement Projects) Allocated amounts versus specific road plans? Came into the year with a \$50,000 deficit. We had to put that back. Large portion was several projects that were more expensive. Transfers coming in are part of the General Budget.

Is there guidance or a model for towns to allocate town highway finances. Plans are typically town by town...

What is the plan for the East Randolph Town Hall? The East Valley Community Group formed. Selectboard authorized a match of \$7,000 for a third building assessment. This will inform work and funding needed to open the building.

Plans for next regular meeting 19 January 2021, as well as an interim meeting for further discussion about FY22 town budget.

Meeting adjourned at 1821.