

## **Grafton Budget Committee Minutes May 4, 2023**

**Members present:** Ed Grinley (Chair), Catherine Mulholland, Bonnie Haubrich, Sandy Griffin, Jennie Joyce (Select Board Ex-officio)

Others present: Paul Vogt

The meeting was called to order by Ed at 6:03pm. Minutes from the January 12, 2023 meeting were reviewed. Ed made a motion to accept the minutes; seconded by Sandy. All in favor.

Ed provided the committee a copy of Mitchell Briggs' (Police Chief) Capital Improvement Plan (CIP) regarding purchases of cruisers. Mitchell is applying for an ARPA (American Rescue Plan Act) grant. Jennie commented that there are sufficient funds in the police budget to cover the cost of a new vehicle now due to unspent salary money. Should the grant be awarded Mitchell can then reimburse the budget.

Catherine stressed the importance of a CIP for all departments to successfully provide for items such as equipment replacements, staffing increases, etc. A discussion on the subject followed and she encouraged the budget committee to encourage the Planning Board to develop a 10 year plan.

The budget committee will meet quarterly to review year-to-date department budgets. The 2021 revised budget process created a time crunch for the budget committee. Jennie discussed the process before the change was made. Ed and Jennie agreed that the pre-2021 method was more conducive to a timely less stressful outcome for the budget committee.

In reviewing the departmental budgets, line items of interest included General Government Buildings; Highway; Fire, and Legal Expenses. Bonnie commented on the expense associated with the town audit and the cost of the annual report which doubled over the previous year.

A proposal was made on breaking down the recommend/does not recommend comments on budget committee related articles on the ballot. The clause would read "X" members recommend, "X" members do not recommend, "X" members abstain. The committee agreed to include the breakdown going forward.

In 2020 an article passed that increased the number of budget committee members from 3 to 4. It was suggested to return to the original number of 3 members. This will be reviewed at year end after evaluating/discussing the committees functioning on voting.

Sandy nominated Ed to continue as the budget committee chairperson. Catherine seconded. All in favor. Ed made a motion to adjourn the meeting at 7:23pm. Jennie seconded. All in favor.

**Next Meeting Date: Thursday, July 20, 2023 @ 6pm at town hall**

Respectfully submitted,  
Sandy Griffin