

Town of Danville  
Selectboard Minutes  
Special Meeting - 1 VSA 312 (c)(2),(5)  
January 5, 2024  
Danville Town Hall

**Board Members Present:** Eric Bach, Alison Low, Janice Ouellette, Peter Griffin, Glenn Herrin

**Others Present:** Keith Gadapee, Ken Lindsley

**Special Public Meeting called to order** by Alison Low at 4:00pm.

**HIGHWAY BUDGET**

- The deficit carryover is a result of FEMA money not received in 2023 for work done in 2023 due to July flooding. We anticipate approx. \$127K reimbursement.
- Discussion about interest accumulation on expenses. We do not recoup interest in situations where we borrow for an emergency or grant.
- Changes in current budget:
  - Ryegate has opted to repair and use mower with us for another year. Reduces income on line #23 and expense for repair on line #106
  - #64 we have added money for pave and patch. There will be an increase in paving grant expenditures and income pending follow up with AOT.
  - Updates made to FEMA funding as we found expenses were duplicated.
  - #113 adjusted for fuel with end of year numbers completed
  - Equipment amount has changed to show no mower purchase. We have the option to replace the 6-wheeler this year or next – we also have the option to buy used because we do not put on as many miles as we do the other trucks.
    - We will need to get another 10-wheeler next year in the budget.
  - #20 will give us some flexibility. We can opt to transfer more or less from Capital Equipment Fund to go toward purchases.
  - Capital Equipment Fund has been in place for many years to help offset spikes in taxes with the purchase of equipment. This account has a constant money transfer in, however, it has not been increased to accommodate for inflation. We need to review this account and decide how we might handle the reserve fund in the future. This could mean separating out trucks from other equipment considering they need to be replaced more often and now around \$100K more expensive than we had previously been budgeting for.
- We need to be considering the cost of inflation on our budget or we will fall behind causing spikes in taxes in the future. We would prefer a smaller, steady increase in the tax rate than spikes.
- Our goal this year will be to keep the increase for taxpayer at or near the inflation percentage of 3.2%
- 2 radar feedback signs for West Danville will need to be added to the budget.
- Keith will follow up on HRA spending amount as well as why employee benefit expenditures to ensure we have the right numbers.
- We are opting to increase the Capital Equipment fund slightly this year to assist us with our known upcoming expenditures.

- Budget is at 3.1% increase at this time and we will table the Highway Budget until we have a more complete version of the General Budget.

## GENERAL BUDGET

- End of year actuals have been added to the spreadsheet, we have reviewed and provided clarifying questions.
- Review of grant income and required matches
- ARPA funds were used in an accepted manner to cover the cost of employee salaries and benefits to avoid penalties or claw-backs. In doing so, there was an anticipated surplus of funding in the amount of the ARPA award we can use as the voters to allow us to put into a reserve fund. The reserve fund would be used to support the projects we would have done with the ARPA money had we been able to fit them into the tight timeline connected to the original award amount.
  - A vote at Town Meeting will be needed for this.
- Under income, there is a high amount recorded under fees, this is not going to be ongoing and we should not plan on it long-term.
- Both the North Danville School and the Fire Department will be receiving insurance claim pay-outs in 2024. We need to find out the amount to put into the budget.
- A NEMRC expense for front office support will be added at \$110.00 per hour for 96 hours.
- We plan to increase our legal expenses due to the many changes happening at this time.
- Alison will work to fill out the projected budget numbers for 2024 and will highlight the areas we need more information for the next meeting.
- Next meeting January 9, 2024 at 6pm.

Motion by Glenn Herrin, second by Janice Ouellette to adjourn at 6:12pm. Vote 5-0-0. All in favor.

Minutes taken by Eric Bach submitted January 8, 2024