

November 14, 2023

## Budget and Finance Minutes

Present: Nancy Woolley, Pat Harvey, Kristen LaPell, Julie Smith, Greg White (absent), Frank Severy, Doon Hinderyckx, Robert Meagher (absent), Barb Dehart, Lois Bond, Jan McCann, Lesley Straus, Mickaela Richardson, and Ryan Palmer.

**Emergency Management and Shelter Team Budget:** Jan presented the committee with the shared budget between the Emergency Management and the Shelter Team. The first line item was the costs for CPR course fees and updates. She said it was split between two years and this budget would incur the first half at \$440. Annual Meetings would cost around \$250. Education was budgeted for \$200. Printing and Postage was \$100. Nancy asked if they thought that would be enough since the cost of postage is increasing, and they thought that would be sufficient. Larry added Emergency Housing for \$500. The committee thought it best to come out of the Emergency fund as needed since it was not an annual cost. Emergency Manager course costs were \$250, and supplies would be around \$100. The budgeted requests totaled \$1,340.00. There were generator costs included in their budget of \$2395. Those costs are already included in the town budget for generator maintenance. Kristen will create a new expense category in the budget to include the Emergency Management and Shelter Team and the budgeted items they wish to include.

**Windsor County Sheriff's Department:** Ryan updated the committee with his first year as Sheriff. He shared his thoughts for the upcoming year. Currently, the town is contracted with the Sheriff's Department for 8 hours a week. They are here 2 days working 4-hour shifts. The town asked about extra hours and decided to increase it to 10 hours a week, with an increased budget of \$2,500 for a total of \$32,500.

Revised minutes were approved.

Meeting adjourned at 5:35 pm.

Respectfully submitted,

Julie Smith