November 5, 2025

Budget and Finance Minutes

Present: Nancy Woolley, Pat Harvey, Julie Smith, Chad Richardson, Greg White, Barb Dehart, Lois Bond, Kristen LaPell, Kenleigh Manseau, Terry Severy, Rebecca Yon, Katelyn Bowen, Troy LaPell, Ray Harvey

Absent: Michael Teetsel

The meeting was called to order at 5pm and confirmed to be in compliance with theVermont Open Meeting Law.

Approve October 29, 2025, minutes: Kristen moved to approve the minutes of October 29, 2025, as presented. Pat seconded. All in favor.

Fire & Rescue Proposed Budget:

Fire Chief, Terry Severy reviewed the proposed Fire Department budget line by line

- Salaries increased from $9,000 to $10,000 in anticipation of new members.
- Building maintenance: Plans to replace the front clapboard and repaint in front of building.
- Air Packs: reduced by $500 for this year, testing only, no new purchases. Future replacement of eight air packs at approximately $11,000 each will be required.
- Truck Maintenance: Level funded at $3,500.
- Utilities: Telephone/Internet and water/sewer line itmes were reduced.
- Advertising: Increased to $300 to improve recruitment and outreach.
- Training/Meetings: Level funded.
- Hoses: Reduced to $4,000.
- Bunker Gear: Increased to $7,000. Full gear for one firefighter costs about $4,500, excluding boots and helmets.
- Supplies: Increased by $500 to $8,000.
- Electricity: Increased to $2,500 due to more frequent rescue calls requiring building access which will also effect heating.
- Gas and Oil: Increased to $1,800 to accommodate additional rescue operations. Discussion included the need for a department credit cad for fuel purchases.
- Heat: Increased to $3,000.
- Radios and Pagers: Increased to $4,000 to replace older, costly-to-repair models.

Total Fire Department Budget $63,300

Rescue Department: Terry noted that the Rescue division is new and currently has only eight volunteers.The budget is preliminary as operatins are just beginning.

- Salaries: increased $2,000.
- Workers Compensation: To be confirmed whether it is covered under Fire costs or will need to be listed separately.
- Meetings and education: included $3,000 for new recruits.
- Supplies: reduced $500 (WRVA restocks supplies as used).
- Radios and Pagers: $3,500 (cost for 3 radios).

Total Rescue Budget $11,800 Both Fire/Rescue Budgets combined $75,000

Water & Sewer Proposed Budget:

Water Department:

- Operator Salary increased by $3,000; assistant salary increased by $2,000.
- Truck Use Reimbursement: increased by $100.
- Building Maintenance: Decreased by $1,000.
- Equipment Maintenance: Increased by $1,000 to allow for annual hydrant replacement.
- Meter Reading: Increased from $150 to $1,000 to cover hiring someone for reading.

Discussion followed on planning for a future licensed operator to replace Terry upon retirement. Candidates must complete coursework and pass a state exam; 21 credits are requred every three years to maintain certificataion.

- Postage: Increased by $100.
- Education: Increased to cover training cost for a new operator.
- Membership/Dues: Continued participation in Vermont Rural Water Association, which offers valuable training courses and technical assistance.
- Electricity: Increase noted, possibly indicating a leak; system acidity managed with soda ash to maintain pH balance.

Total Water Department Budget $54,000

Sewer Department:

- Operator and Assistant Salaries: Increased by $5,000.
- Engineering: Contract may continue for one more year.
- Testing and Sampling: Increased by $1,600 to reflect higher recent expenses.
- Metering Upgrades: discussion fo implementing automated meter reading over a three-year period to improve efficiency and accuracy Annual service costs would apply. Terry reported that this may be the first year the water and sewer operations break even. The Town of Waitsfield is using the new automated metering system and may be interested in sharing the metering device with a smaller town to reduce costs.
- Special Projects: Replacement of select manhole is planned in the village.
- Tank maintenance: costs were reduced due to savings from hiring a new vendor.

Total Sewer Department Budget: **$82,948**

Review Budget Variance: Few changes were made since last review.

Adjournment: The meeting was adjourned at 6:22 pm.

Next Meeting will be held on Wednesday, November 12, 2025 at 5pm

Respectfully Submitted,

Julie Smith