



Budget-Finance Committee

Meeting Minutes

February 19, 2025 at 6:30pm

At Broadcast Studio & Via Zoom

Committee Members Present: Karen Lockwood (Chair), Deanna Lee, Chris Hanson, Frank McDermott, Shawn McKillop (Vice Chair), Cliff Small, Don Willard

Committee Members Absent:

Town Staff Present: Brenda Fox-Howard (Finance Director); Cathy Gosselin (Deputy Treasurer); Sue Look (Town Manager)

1. **Called meeting to order** at 6:30pm by Chair Lockwood with a quorum present

2. Approval of Minutes

- December 18, 2024

Vice Chair McKillop asked that an additional phrase be added to the minutes on their discussion on the Recreation Department's proposed rental of the Raymond Village Church.

Motion to approve with amendment by Mr. McDermott. Seconded by Mr. Small
Unanimously approved

3. Discussion on the Exp/Rev Summary Report through January 31, 2025

There have been difficulties in getting good, clear reports to come from the software we use. This is a work in progress.

Motion to ask the Town Manager to request the Auditors to come speak with the Committee about the ongoing audit of the Town's records at a Special Meeting between February 27 and March 11 by Mr. Small. Seconded by Mr. McDermott.

Discussion around timing of when that could take place.

Unanimously approved

4. Update from Staff on the Town Audit

Auditors are working on it. They have not given a specific date for when they will be finished.

5. Discussion regarding the Public Works Garage Proposal
There is no solid proposal at this point, the newly formed committee has not met yet. They're scheduled to meet March 25, 2025. This will not be a warrant article for June of 2025.
6. Discussion regarding the Public Works Garage Committee
The committee discussed thoughts on what they'd like to be considered at the meetings of the Public Works Garage Committee.
7. Discussion on the results of the Select Board tie vote to determine if the Town will hold a Town Meeting to vote on the warrant articles or if the vote will be taken by secret ballot in June.
Committee members expressed their preferences for the style of voting.
8. Public Comment
Chair Lockwood opened the floor for public comment, no one spoke.
9. Budget-Finance Committee Comment
Chair Lockwood opened the floor for Committee Member comment; the following individuals spoke:
Vice Chair McKillop
Mr. McDermott
(Select Board Member Denis Morse)
Mr. McKillop
Chair Lockwood stepped down as Chair to speak from the podium
Mr. Small
10. Adjournment
Motion to adjourn at 8:00pm by Mr. McDermott. Seconded by Mr. Small.
Unanimously approved

Upcoming Budget Meetings

- Wednesday, February 26, 2025 – Dept Head #1 – 6:00pm
- Thursday, February 27, 2025 – Dept Head #2 – 6:00pm
- Tuesday, March 11, 2025 – Budget Workshop – 7:00pm (after regular meeting)
- Tuesday, April 1, 2025 – Warrant article recommendations – 6:30pm
- Thursday, April 3, 2025 – Final Warrant Approval – 6:00pm
- Tuesday, April 8, 2025 – Public Hearing #1 – 6:00pm
- Tuesday, May 13, 2025 - Public Hearing #2 – 6:00pm