

Town of Plainfield Select Board Special Budget Meeting
November 29, 2023
Via Zoom
Minutes - Approved

Agenda:

- Changes to Agenda
- Planning Commission Budget Discussion
- Recreation and Public Arts Committee Budget Discussion
- Emergency Management Department Budget Discussion
- Adjourn

Present: Select Board members Riley Carlson (Chair), Tim Davis, and Jim Volz. Also in attendance was Will Colgan of the Plainfield Planning Commission, Town Clerk/Treasurer Robin Miller, and Emergency Management Director Michael Billingsley,

Chair Carlson called the meeting to order at 5:01 pm.

Changes to Agenda:

There were no changes to the agenda.

Planning Commission Budget Discussion:

Will Colgan of the Plainfield Planning Commission shared that the proposed budget is similar to the previous year with some reduction in expenses. He explained that the budget includes expenses for postage and printing required for an expected upcoming zoning hearing regarding cannabis as well as for a Planning Commission professional Zoom account. Carlson notes the proposed budget is a couple hundred dollars less than the previous year. Colgan stated that the Planning Commission is looking for new members. He shared that they meet twice a month for less than an hour and a half. Select Board members agreed that the proposed Planning Commission budget looked good.

Recreation and Public Arts Committee Budget Discussion:

As the “Planning Commission Budget Discussion” was more brief than anticipated, this item was moved to follow the “Emergency Management Department Budget Discussion”.

As no representative from the Recreation and Public Arts Committee was in attendance, Carlson stated that this agenda item will be rescheduled for a future budget meeting.

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Emergency Management Department Budget Discussion:

Carlson shared that the proposed budget for the Emergency Management Department was \$2,000 and \$1,500 for the Emergency Operations Center and Shelter reserve fund. Billingsley provided specifics about the proposed budget line items. He indicated \$1,000 would be for the Emergency Operations Center annual budget and \$1,300 for the Emergency Management Director budget which includes items such as printing, postage, mileage, and hiring trainers. He stated that \$500 would be budgeted for a sign to be erected outside the Emergency Operations Center. Carlson clarified that the request is for \$2,800 for the Emergency Management line and \$700 for the shelter reserve fund, for a total of \$3,500. Select Board members agreed that the proposed budget looked good. Davis recommended rolling over any unused portion of the Emergency Management budget yearly into the shelter reserve fund.

Adjourn:

Volz moved to adjourn at 6:06pm. The motion carried unanimously.

Minutes respectfully submitted by Kristin Brosky, Plainfield Town Administrative Assistant.