

TOWN OF ELMORE, VT
Special Select Board Meeting
Budget Meeting #2

Meeting Minutes – prepared by G. Schwartz
Status: Approved with Correction

Meeting Date: January 21, 2025

Start Time: 6:00 PM **Adjourn:** 7:10 PM

Meeting Attendees: See attached lists

Meeting Recording

Link https://us06web.zoom.us/rec/share/xK6dL6ldut7lyHzpII0xFGcKMuzRsTS8BT11UiMG9mi4nY3iXgULbB_0ArlDtyA.7iU6C_tVBo79bBZY?startTime=1737500148000

Passcode: #2.wddXZ

Recording will be available for at least 30 days from the meeting date.

1. Call to Order

Present: Glenn Schwartz (acting Chair), Warren West (Selectboard Member)

Absent: Caroline DeVore (Selectboard Member)

2. Meeting Purpose

The meeting was held to review and finalize the draft Town of Elmore budget for 2025 to prepare it for publication in the town report and presentation at the March Town Meeting.

3. Budget Review

a. Highway Budget

Health and Dental Insurance: Adjusted down to \$52,500 from \$55,000

Equipment Reserve: Proposed to increase by \$10,000 to \$55,000 to account for inflation.

b. General Operating Budget

Public Safety:

Sheriff's Department: \$221 increase due to actual information received.

Lamoille Sheriff Traffic: \$524 increase due to actual information received.

Fire Department: Proposed budget increased by \$2,200 to \$49,200, largely due to reserve contributions and higher vehicle maintenance costs.

Cemetery:

Requested amount \$8,500 for lawn maintenance and headstone cleaning. After discussion, the board agreed to allocate \$4,500.

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Zoning Administrator:

Budget increased from \$12,000 to \$20,000 due to higher workloads and improved departmental reporting and compliance. The Administrator was commended for significant organizational improvements.

c. Discussion: Long-Term Capital Planning

Fire Department

Discussion focused on replacement needs for aging vehicles, particularly Rescue 1 (1980s) and Rescue 2 (early 2000s). The Fire Department was asked to prepare a 5–7-year capital plan detailing replacement costs and priorities.

Highway Equipment

Replacement priorities include:

Backhoe: Likely to be replaced within five years.

Grader and Loader: Both expected to last beyond five years.

The Road Foreman will develop a 5–7-year equipment replacement plan for review.

4. Overall Budget Impact

The preliminary budget includes a 6% increase in total expenditures, driven by both General Operating and Highway Costs.

5. Public Comments

Questions and suggestions were made regarding strategies to reduce reliance on town taxes for cemetery maintenance and zoning administration expenses.

Discussion emphasized the importance of multi-town collaboration for capital equipment use, staggered purchasing, and alternative funding strategies.

A motion was made by G. Schwartz to approve the budget as amended for inclusion in the Town Report. W. West seconded the motion. The motion was unanimously approved by the Select Board members present.

Minutes Respectfully Created and Submitted by:

Glenn Schwartz

1/24/25

Town Of Elmore
Meeting Attendance Record

ENTER MEETING DATE: 1/21/25

ENTER MEETING NAME: Budget Meeting

CHECK ALL THAT APPLY
REASON FOR ATTENDING

Reason for Attendance

YOUR NAME (printed)	Observer	Interested Party	Principal Party	Expert or Consultant	WHY ARE YOU ATTENDING?
Glenn Schwartz			✓		SB Member
Warren West			✓		"
Michel Lacasse			✓		K.C.
Nancy Duggan	✓				
Shanty					
Jason Cole	✓				Interest
Sharon Fortune	✓				Interested
Cheryl Schwartz	✓				VIA Zoom
Rocky					
Sandra Lacasse			✓		Town Clerk
Shawn Duggan					Treas
Susan Rousselle					Zoom
George Kress					"
Trevor Braun					"
Charlie Burnham					
Adam Audet					Zoom
Kelli Ogden					Zoom

**HIGHWAY ACCOUNT
EXPENSES & PROPOSED BUDGETS 2022-2026**

	ACTUAL	BUDGET	BUDGET	PROP BUDGET
HIGHWAY BUDGET	2022-2023	2023-2024	2024-2025	2025-2026
PAYROLL & BENEFITS				
Crew #1	\$ 66,598.50	\$ 71,064.50	\$ 69,000.00	\$ 75,000.00
Crew #2	\$ 58,110.00	\$ 57,654.00	\$ 56,000.00	\$ 62,000.00
Other Labor	\$ 11,072.50	\$ 13,178.75	\$ 13,000.00	\$ 15,000.00
Education & Training	\$ 75.00	\$ 20.00	\$ 500.00	\$ 500.00
Road Comm.	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
Health Ins/Dental	\$ 42,095.28	\$ 51,400.80	\$ 55,000.00	\$ 55,000.00
Fica/Med/W/H Tax	\$ 5,400.83	\$ 11,330.63	\$ 10,000.00	\$ 12,500.00
Unemployment Tax	\$ 29.28	\$ -	\$ 500.00	\$ -
Retirement	\$ 6,476.36	\$ 6,946.85	\$ 6,000.00	\$ 8,000.00
W/c Ins.	\$ 7,798.34	\$ 9,291.62	\$ 9,000.00	\$ 10,500.00
Uniforms	\$ 5,308.05	\$ 5,175.43	\$ 4,500.00	\$ 5,500.00
SUBTOTAL	\$ 206,564.14	\$ 229,662.58	\$ 227,100.00	\$ 247,600.00

52,000

TOWN GARAGE				
Shop Maint/repair	\$ 3,198.99	\$ 8,397.88	\$ 8,000.00	\$ 8,000.00
Phone/communication	\$ 786.31	\$ 2,063.40	\$ 1,500.00	\$ 1,600.00
Oxygen	\$ 336.80	\$ 399.02	\$ -	
Garage Heat/light/power	\$ 12,135.36	\$ 16,213.38	\$ -	\$ 8,000.00
Garage Reserve Account	\$ 10,000.00	\$ 5,000.00	\$ -	\$ -
Garage Construction	\$ 17,500.00	\$ 123,720.00	\$ -	\$ -
SUBTOTAL	\$ 43,957.46	\$ 155,793.68	\$ 9,500.00	\$ 17,600.00

ROAD MAINT/MATERIALS				
Roadside Mowing	\$ 7,346.06	\$ 6,000.00	\$ 7,000.00	\$ 9,000.00
Equip Rent & Leasing	\$ 8,866.10	\$ 6,635.71	\$ 18,000.00	\$ 20,000.00
Wrecker	\$ 1,048.58	\$ 967.09	\$ 1,500.00	\$ 1,500.00
Sand	\$ 24,538.50	\$ 26,460.00	\$ 28,000.00	\$ 28,000.00
Gravel/Plant Mix/Stay Mat	\$ 45,880.67	\$ 44,725.02	\$ 55,000.00	\$ 55,000.00
Chloride	\$ 15,090.91	\$ 2,029.75	\$ 18,000.00	\$ 20,000.00
Riprap/stone/fabric	\$ 4,485.60	\$ 31,166.70	\$ 12,000.00	\$ 12,000.00
Culverts	\$ 4,911.70	\$ 1,984.00	\$ 10,000.00	\$ 10,000.00
Road Signs/Ground rails	\$ 333.82	\$ 382.78	\$ 2,500.00	\$ 2,500.00
Capital Improv/Elmore Pond Rd.	\$ -	\$ 17,152.88	\$ -	\$ -
Capital Improv/Ice House	\$ 218,078.50	\$ -	\$ -	\$ -
July 2023 Flood Exp	\$ -	\$ 45,093.90	\$ -	\$ -
Misc. Materials	\$ 141.47	\$ 2,315.11	\$ 2,000.00	\$ 2,000.00
SUBTOTAL	\$ 330,721.91	\$ 184,912.94	\$ 154,000.00	\$ 160,000.00

HIGHWAY ACCOUNT

EQUIP. MAINT & PURCHASE	ACTUAL	ACTUAL	BUDGET	PROP BUDGET
	2022-2023	2023-2024	2024-2025	2025-2026
Shop Supplies/parts	\$ 14,016.47	\$ 9,093.86	\$ 10,000.00	\$ 12,000.00
Trk #1 2019 Freightliner	\$ 1,871.44	\$ 21,444.95	\$ 10,000.00	\$ 12,000.00
Trk #2 2013 Freightliner	\$ 22,108.38	\$ 9,541.25	\$ 10,000.00	\$ 5,000.00
Trk #3 2014 Dodge 550	\$ 5,169.41	\$ 4,134.49	\$ 4,000.00	\$ 5,000.00
Trk #4 2025 Western Star	\$ -	\$ -	\$ -	\$ 5,000.00
Grader 2012	\$ 8,105.36	\$ 5,492.63	\$ 7,000.00	\$ 7,000.00
Backhoe 2004	\$ 3,478.44	\$ 253.10	\$ 4,000.00	\$ 4,000.00
Loader 2008	\$ 1,196.16	\$ 2,791.51	\$ 4,000.00	\$ 4,000.00
Equip. Reserve	\$ 30,000.00	\$ 35,000.00	\$ 45,000.00	\$ 55,000.00
Misc. Equip. Maint & Purchase	\$ 1,603.17	\$ 717.50	\$ 2,000.00	\$ 2,000.00
SUBTOTAL	\$ 87,548.83	\$ 88,469.29	\$ 96,000.00	\$ 111,000.00

GENERAL EXPENSES				
Equip/Liab Ins	\$ 6,751.60	\$ 13,567.50	\$ 9,000.00	\$ 10,000.00
Fuel, Gasoline	\$ 35,974.48	\$ 30,097.52	\$ 35,000.00	\$ 35,000.00
Water Quality Permits	\$ 1,929.80	\$ 1,514.80	\$ 2,000.00	\$ 2,000.00
SUBTOTAL	\$ 44,655.88	\$ 45,179.82	\$ 46,000.00	\$ 47,000.00
TOTAL EXPENSES & BUDGET	\$ 713,448.22	\$ 704,018.31	\$ 532,600.00	\$ 580,200.00

**GENERAL OPERATING ACCOUNT
EXPENSES & PROPOSED BUDGETS 2022-2026**

ADMINISTRATION	ACTUAL	ACTUAL	BUDGET	PROP BUDGET
PAYROLL & BENEFITS	2022-2023	2023-2024	2024-2025	2025-2026
Town Clerk Salary	\$ 3,500.00	\$ 25,000.00	\$ 28,000.00	\$ 28,000.00
Town Treasurer	\$ 23,850.00	\$ 12,420.00	\$ 12,000.00	\$ 12,000.00
Assistant Town Clerk	\$ 14,402.50	\$ -	\$ -	\$ -
Selectboard Salary	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Outside Services	\$ 11,375.00	\$ 5,850.00	\$ 7,500.00	\$ 7,500.00
Lister Salary	\$ 12,770.00	\$ 14,133.00	\$ 15,000.00	\$ 15,000.00
Clerk Fees	\$ 4,747.17	\$ -	\$ -	\$ -
Del. Tax Col. Fees	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
PC/DRB/AUD-Stipend	\$ 4,200.00	\$ 4,500.00	\$ 4,600.00	\$ 4,600.00
Zoning Administrator	\$ 5,372.50	\$ 17,416.26	\$ 12,000.00	\$ 20,000.00
Animal Control Officer	\$ 175.00	\$ 200.00	\$ 500.00	\$ 500.00
Lake Access Greeter	\$ 590.00	\$ (161.00)	\$ -	\$ -
Employee Health Ins.	\$ 6,308.62	\$ 6,484.56	\$ 6,500.00	\$ 6,500.00
Employee Fica/Med/CCC/Retire	\$ 11,450.51	\$ 6,851.61	\$ 6,500.00	\$ 8,500.00
Unemployment Ins.	\$ -	\$ -	\$ -	\$ 850.00
Education	\$ 498.00	\$ 113.00	\$ 500.00	\$ 500.00
SUBTOTAL	\$ 104,239.30	\$ 97,807.43	\$ 98,100.00	\$ 108,950.00
OFFICE OPERATIONS				
Computer/Support/Internet	\$ 12,086.80	\$ 12,671.25	\$ 11,000.00	\$ 13,000.00
Record Restoration/Support	\$ -	\$ 1,760.00	\$ 1,920.00	\$ 1,920.00
Copier	\$ 567.25	\$ 660.38	\$ 800.00	\$ 700.00
Phone	\$ 685.61	\$ 703.32	\$ 750.00	\$ 750.00
Postage	\$ 1,659.37	\$ 1,498.61	\$ 2,000.00	\$ 2,000.00
Office Supplies	\$ 1,883.43	\$ 2,540.82	\$ 2,500.00	\$ 2,500.00
Reappraisal	\$ 10,000.00	\$ -	\$ -	\$ -
Tax Maps	\$ 4,100.00	\$ 3,000.00	\$ 5,500.00	\$ 3,000.00
Heat, Light, Power	\$ 2,481.30	\$ 2,863.92	\$ 3,500.00	\$ 3,500.00
Village Lights	\$ 1,838.96	\$ 1,946.43	\$ 2,000.00	\$ 2,000.00
SUBTOTAL	\$ 35,302.72	\$ 27,644.73	\$ 29,970.00	\$ 29,370.00
BUILDINGS & GROUNDS				
Building/prop. Maint.	\$ 7,505.36	\$ 10,671.08	\$ 12,000.00	\$ 12,000.00
Town Hall Maint/Repair	\$ -	\$ -	\$ -	\$ -
Insurance Bldgs/Liab.	\$ 5,316.69	\$ 5,940.92	\$ 7,000.00	\$ 9,000.00
SUBTOTAL	\$ 12,822.05	\$ 16,612.00	\$ 19,000.00	\$ 21,000.00

GENERAL OPERATING ACCOUNT

	ACTUAL	ACTUAL	PROP BUDGET	PROP BUDGET
	2022-2023	2023-2024	2024-2025	2025-2026
PUBLIC SAFETY				
Lamoille Sheriff Dispatch	\$ 27,052.00	\$ 27,729.00	\$ 29,227.00	\$ 29,771.00
Lamoille Sheriff Traffic	\$ 16,952.00	\$ 17,460.00	\$ 17,984.00	\$ 18,524.00
Morristown Rescue Squad	\$ 26,000.00	\$ 30,500.00	\$ 30,500.00	\$ 30,500.00
Municipal Water Reserve Fund	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
SUBTOTAL	\$ 79,004.00	\$ 84,689.00	\$ 86,711.00	\$ 87,795.00
FIRE DEPT & EXP/DEBT SERVICE				
Elmore Fire Dept./Fast Squad	\$ 41,200.00	\$ 41,200.00	\$ 46,200.00	\$ 49,200.00
Fire Dept Equip/Liab Ins/W/C	\$ 5,179.37	\$ 5,390.71	\$ 6,500.00	\$ 7,500.00
Fire Dept Vehicle Reserve Fund	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
Fire Truck Loan	\$ 27,017.87	\$ 27,704.64	\$ 28,646.23	\$ 29,405.14
Fire Truck Loan Interest	\$ 4,088.01	\$ 3,401.24	\$ 2,459.65	\$ 1,700.75
SUBTOTAL	\$ 86,485.25	\$ 86,696.59	\$ 92,805.88	\$ 96,805.89
DEBT SERVICE				
Garage Construction Loan	\$ -		\$ 77,320.00	\$ 77,310.00
Interest Bond Loan	\$ 18,393.74	\$ 88,289.96	\$ 86,767.53	\$ 83,722.87
SUBTOTAL	\$ 18,393.74	\$ 88,289.96	\$ 164,087.53	\$ 161,032.87
GENERAL EXPENSES				
Election Expense	\$ 498.45	\$ -	\$ 2,000.00	\$ 500.00
Legal Expense	\$ 5,675.18	\$ 5,918.02	\$ 8,000.00	\$ 8,000.00
County Tax	\$ 18,897.00	\$ 18,930.00	\$ 20,844.00	\$ 22,431.00
Notices/Advertise	\$ 3,202.50	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
Animal Control/Kennel Exp.	\$ 100.00	\$ 360.00	\$ 200.00	\$ 200.00
Green Up Day Expense	\$ 2,314.26	\$ 1,014.87	\$ 2,000.00	\$ 2,000.00
Town Report	\$ 691.50	\$ 745.70	\$ 1,500.00	\$ 1,500.00
Morristown Public Library	\$ -	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
Elmore Cemetary	\$ -	\$ -	\$ 4,500.00	\$ 8,500.00
Milfoil Control	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Dues LCPC/Expense	\$ 682.00	\$ 1,541.17	\$ 1,500.00	\$ 1,500.00
Dues VLCT	\$ 2,195.00	\$ 2,265.00	\$ 2,335.00	\$ 2,387.00
Zoning Exp/miles	\$ 88.00	\$ 164.50	\$ 200.00	\$ 200.00
Elmore Community Events	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
SUBTOTAL	\$ 51,843.89	\$ 51,939.26	\$ 66,579.00	\$ 70,718.00
Total Expenses & Budgets	\$ 388,090.95	\$ 453,678.97	\$ 557,253.41	\$ 575,671.76

Previous

29,500.-
18,000.-

47,000

23,125.-

4,500.-

**APPROPRIATIONS
2023-2026**

	BUDGET	BUDGET	REQUESTED	PROP BUDGET
	2023-2024	2024-2025	2025-2026	2025-2026
American Red Cross	\$ 150.00	\$ 150.00	\$ 250.00	\$ 150.00
Central Vt Adult Education	\$ 150.00	\$ 150.00	\$ 300.00	\$ 150.00
Central Vt Council On Aging/RSVP	\$ 250.00	\$ 250.00	\$ 850.00	\$ 250.00
Clarina Howard Nichols Center	\$ 250.00	\$ 250.00	\$ 400.00	\$ 250.00
Elmore Community Trust	\$ 250.00	\$ 250.00	\$ 1,000.00	\$ 250.00
Lamoille Comm. Food Share	\$ 250.00	\$ 250.00	\$ 750.00	\$ 250.00
Lamoille County Mental Health	\$ 250.00	\$ 250.00	\$ -	\$ -
Lamoille County Special Inv. Unit	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Lamoille Economic Devel.	\$ 150.00	\$ 150.00	\$ 250.00	\$ 150.00
Lamoille Family Center	\$ 250.00	\$ 250.00	\$ 600.00	\$ 250.00
Lamoille Home Health Hospice	\$ 250.00	\$ 250.00	\$ 2,658.00	\$ 250.00
Lamoille Housing Partners	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Lamoille Restorative Center	\$ -	\$ 150.00	\$ 250.00	\$ 150.00
Meals On Wheels	\$ 250.00	\$ 250.00	\$ 500.00	\$ 250.00
North Country Animal League	\$ 150.00	\$ 150.00	\$ -	\$ -
River Arts	\$ -	\$ 250.00	\$ 1,000.00	\$ 250.00
Rural Community Transportation	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Salvation Farms	\$ -	\$ 250.00	\$ 500.00	\$ 250.00
Vermont Family Network	\$ 150.00	\$ 150.00	\$ 250.00	\$ 150.00
Vt Center Independent Living	\$ 150.00	\$ 150.00	\$ -	\$ -
Vt Rural Fire Protection Task Force	\$ 100.00	\$ -	\$ -	\$ -
TOTAL APPROP.	\$ 3,650.00	\$ 4,200.00	\$ 10,208.00	\$ 3,650.00

Elmore Fire Department

		FY 2024 (2023-2024)	FY 2025 (2024-2025)	FY 2026 (2025-2026)
		Actual	Budget (current yr)	Proposed
EFD Capital Reserves > FY 2024		\$ 19,503.52		
Grant Income		\$ 1,500.00		
Other Income		\$ 150.00		
Appropriation Operating Budget		\$ 27,700.00	\$ 29,500.00	\$ 30,700.00
Operating Expenses				
	Air Packs	\$ (2,084.73)	\$ 2,100.00	\$ 2,100.00
	Dues	\$ (463.84)	\$ 600.00	\$ 600.00
	Engine 1 Maintenance	\$ (1,670.49)	\$ 2,200.00	\$ 2,700.00
	Engine 2 Maintenance	\$ (1,515.30)	\$ 2,200.00	\$ 2,700.00
	Equipment Repair	\$ (302.38)	\$ 500.00	\$ 600.00
	Extinguishing Agents	\$ (402.60)	\$ 1,000.00	\$ 1,500.00
	Apparatus Fuel	\$ (1,312.52)	\$ 1,500.00	\$ 1,500.00
	Haz Mat Supplies	\$ -	\$ 50.00	\$ 50.00
	Utilities	\$ (7,495.78)	\$ 8,000.00	\$ 8,000.00
	Medical	\$ -	\$ 100.00	\$ 100.00
	Office Supplies	\$ (305.31)	\$ 250.00	\$ 250.00
	Public Awareness	\$ -	\$ 50.00	\$ 50.00
	Radio Repair	\$ (37.50)	\$ 750.00	\$ 1,000.00
	Rescue 1 Maintenance	\$ (551.29)	\$ 1,000.00	\$ 1,000.00
	Rescue 2 Maintenance	\$ (4,134.17)	\$ 1,000.00	\$ 2,000.00
	Responder Compensation	\$ (4,440.00)	\$ 6,500.00	\$ 5,000.00
	Station Maintenance	\$ (2,947.96)	\$ 900.00	\$ 900.00
	Trailer	\$ -	\$ 100.00	\$ 100.00
	Training	\$ (154.96)	\$ 500.00	\$ 500.00
	911 Sign Maintenance	\$ (83.26)	\$ 200.00	\$ 50.00
Operating Total Spending 2024		\$ (27,902.09)		
Appropriation Capital Budget		\$ 16,200.00	\$ 16,200.00	\$ 18,000.00
Capital Expenses				
	Hose and Adapters	\$ (1,691.85)	\$ 1,000.00	\$ 800.00
	Station	\$ (3,405.38)	\$ 4,000.00	\$ 5,000.00
	Air Packs (Reserve)	\$ (1,200.00)	\$ 1,200.00	\$ 2,700.00
	Turnout Gear	\$ (4,132.43)	\$ 6,500.00	\$ 5,000.00
	Equipment	\$ -	\$ 2,500.00	\$ 2,500.00
	Radio	\$ (930.00)	\$ 1,000.00	\$ 1,000.00
	Apparatus Reserve Fund	\$ -	\$ -	\$ 1,000.00
Total Capital Spending 2024		\$ (11,359.66)		
Budget Reduced to Flat Fund 2024		\$ (3,200.00)		
Total Spending 2024		\$ (39,261.75)		
Elmore Fast Squad Budget		\$ 500.00	\$ 500.00	\$ 500.00
Total Appropriation Budget		\$ 41,200.00	\$ 46,200.00	\$ 49,200.00
EFD Capital Reserve > FY 2025		\$ 22,591.77		
Air Pack Reserve Fund > FY 2025		\$ 9,600.00		
Walter Brown (Fast Squad) Fund > 25		\$ 1,542.84		