



Summary Minutes for Budget & Finance Committee Meeting

Tuesday, April 7, 2026, at 2:00 pm at the Town Office

1. The meeting was called to order at 2:04 pm.
2. Present were: M. C. Bradley, Mary Cline, Samantha Van Saun, Julie Harris, Phil Robinson, and Charles Dyson. One resident attended.
3. Kelly to review confidentiality agreement and to be signed.
4. Confirm Google Drive is shared with the correct people.
5. Old Business
 - The group discussed the current draft budget, which was awaiting information from the Planning Commission from their meeting that evening.
 - The plan for the Town Council workshop on Thursday, April 9, 2026 was discussed. A similar style presentation will be made as in 2025.
6. New Business
 - The committee will review the proposed changes to the Financial Policy within two weeks to facilitate its review and adoption by the full Town Council in June with the adoption of the budget.
 - The Town Clerk will share a draft confidentiality agreement with the Town Attorney for Budget and Finance committee members to sign. The agreement will be noted in the Financial Policy.
 - The Town Operations Committee will be asked to address developing a travel policy for Town staff and representatives.
 - Given the change in Budget & Finance Committee members, the chair will revise access to the shared Google Drive folder for the Committee.
 - Motions for Town Council Meeting
 - A motion to donate 5K to Kilmarnock Volunteer Rescue Squad in appreciation for service in FY 2025 - 2026
7. The meeting adjourned at 3:00 pm.
8. Next meeting, Tuesday, May 5, 2026, 2:00 pm at the Town Office

Key Budget Activity Dates

- Prior to April 20 - prepare supplemental materials for discussion of budget
- May 14 - Public Hearing / First Reading of FY 2026 - 2027 budget
- June 11 - Second Reading and vote on FY 2026 - 2027 budget