

**Advisory Budget Committee Meeting Minutes**  
**Thursday, August 31, 2023**

**Members present:** Stacey Waitz, Scott Bugbee, Tom Murdoch, David Benson and Erik Johnson

**Members absent:** Pat Barbour

**Introduce new committee members**

Members present introduced themselves and discussed why they are participating in the ABC.

**Committee administration**

S. Waitz shared that we'll be using Sharepoint for document sharing for the FY25 budget process. In prior years, the reliance on email has been challenging to maintain and resulted in version control problems. Therefore, the Town will be setting up space on Sharepoint to facilitate document sharing for the ABC.

The Town will also be granting view only access to the new financial tool in order to export data for use in the budgeting process.

**Review proposed FY2025 ABC presentation schedule**

S. Waitz shared the proposed presentation schedule for the FY25 budget cycle. Member agreed to review their schedules and share any conflicts.

**Define FY2025 budget objectives**

S. Waitz stated that the Select Board had not yet provided budget instructions but that the topic would be discussed at the SB meeting scheduled for September 5th.