

Veteran's Monument Reserve Money

Policy and Procedure

History:

In 2006 – 2007 funds were raised to create and maintain the Veterans Monument. The Monument was finished and dedicated to the Town in May 2007. The Veterans Committee raised approximately \$30,000.

In 2008, after completion of the Veterans Monument, the remaining funds (\$6,600) were deposited into the Administrative Reserve account.

Policy:

Annually:

1. All future brick receipts above cost, shall be deposited into the Administrative Reserve account.
2. Funds from the Administrative Reserve account will be withdrawn for maintenance and flowers. In the 2008 budget, \$500.00 was withdrawn for flag replacement, flowers and general maintenance.
3. The Selectboard must nominate a Veterans Monument Representative to manage the brick orders and maintenance each year at the organizational meeting.

Procedure: The authorized person shall follow the Purchasing Policy while maintaining the Veterans Monument. All invoices shall be forwarded to the Town Administrator for next budget cycle and kept in a Veterans Monument file in Selectboard Room.