

Motion is:

1. Beginning 01 November 2023, the aggregate hours of the deputies that are authorized and paid for by the town, shall not exceed 40 hours a month, unless specifically authorized by the Town Council.
2. There will be no increases in hours to the existing (October) schedule, as it is of this date, between now and November 1.
3. Before the November Town Council meeting, the staff will work with the treasurer to identify all budget line items and funding levels that are impacted by the deputies. This will include insurance, Salary, Payroll Taxes, gas, maintenance, equipment, legal, administrative, and other line items. At the November Town Council meeting, the Council will adjust / reappropriate the impacted line items through the accepted process, based upon the 40 hour a month level. This should be about \$32,500 plus the prior increase in the liability insurance line item.
4. Mayor will inform staff, scheduling deputy, and all deputies that town is only authorizing and paying for 40 hours a month coverage. Mayor will report to council in November, that this has been completed.
5. Town will table the idea of obtaining an ORI number and associated processing software until a later date, after we determine the long-term effectiveness of the deputy program, and the long term cost vs benefit of spending money for the software and ORI number.
6. The Mayor will be the responsible party for the Town for the implementation and management of the deputy program, to include managing the program within the financial constraints set by the Council.
7. Future levels of staffing and expenses for this program will be governed by the appropriate line item or line items in the annual budget allocated by the Council to the program. This will include expenses for insurance, software, salary, payroll tax, equipment, training, consulting, legal, and other costs required to run the program.

Phil Robinson - motion  
handout  
J.P. 2nd  
15