



Town of Castleton

Social Services Appropriation Policy

PURPOSE: Under Vermont law, a town may appropriate such sums of money as it deems necessary for the support of social service agencies that provide services to town residents (24 V.S.A. § 2691). The purpose of this policy is to clarify and manage the establishment of procedures for managing social service agency appropriations that will be voted at the annual Town Meeting on the first Tuesday of March.

APPLICABILITY: This policy applies to appropriation requests from social service agencies subject to the provisions of Vermont law (24 V.S.A. Chapter 73). Such programs include, but are not limited to, transportation, nutrition, child care, and other rehabilitative services for persons with low incomes, senior citizens, children, disabled persons, drug and alcohol abusers, and persons requiring employment to eliminate their need for public assistance. Town affiliated organizations or departments are not inclusive of these provisions.

PROCEDURE: Any social service agency requesting funds shall:

1. Present a copy of the social service agency's most recently completed year's financial audit performed by a Certified Public Accountant or certified accounting firm, and,
2. File a petition with the Castleton Town Clerk showing support by at least 5% of the registered voters of the Town of Castleton, No proposed article may contain any opinion or comment. Petitions submitted after the deadline will not be honored. Petitions submitted prior to the deadline but not otherwise conforming to the requirements of 17 V.S.A. § 2642(a)(3)(A) and 24 V.S.A. § 2691 shall be returned by the Town Clerk within 24 hours from receipt stating in writing on the petition why it cannot be accepted. Any petition returned to the petitioners may be amended to correct any stated deficiencies and refiled with the Town Clerk not later than 48 hours after the petition was returned. Supplementary petitions shall not be accepted if the original petition did not meet the filing deadline or did not contain the requisite number of signatures.
 - a. a social service agency, notwithstanding the requirements set out in paragraph 2, whose appropriation request has been approved by the voters at the prior year's annual Town Meeting, and which is not requesting an increase in funding from the prior year's must submit a request in writing by the 10th of the November next preceding a Town Meeting, to be included on that annual Town Meeting ballot, without filing a petition as set out in paragraph 2 above;

3. Submit a brief written description of the social service agency's programs and goals and how the agency's services intend to benefit the Town's citizens.

If a petition has been timely filed with signatures certified by the Town Clerk, the Board of Selectmen shall place the lawful article requesting funds on the next properly warned annual Town Meeting ballot.


If no petition is required under the provisions of paragraph 2.a. above, the Board of Selectmen may place the article requesting funds on the next properly warned annual Town Meeting ballot, subject to the Board's review of the social service agency's current status.

A social service agency representative/agent is expected to be present to speak at the Town's public informational meeting on the first Monday of March.

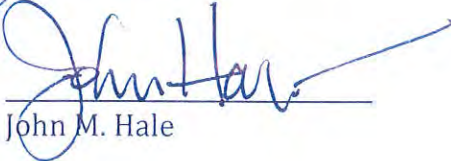
The foregoing policy is hereby adopted by the Board of Selectmen of the Town of Castleton, Vermont, and this 27th day of April, 2015 and is effective as of this date until amended or repealed.



Joseph F. Bruno

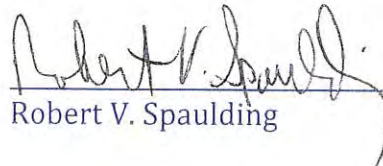


Richard A. Combs



John M. Hale

James P. Leamy



Robert V. Spaulding