

BERRYVILLE TOWN COUNCIL BUDGET AND FINANCE COMMITTEE
MINUTES
Berryville-Clarke County Government Center
101 Chalmers Court, Berryville, VA 22611
Monday
February 23, 2026
3:00 pm

Members of the committee present: Vice Mayor Erecka Gibson, Chair; Grant Mazzarino

Staff present: Keith Dalton, Town Manager; Cindy Poulin, Treasurer; Brandel Kelsey, Town Clerk

1. Call to Order

Vice Mayor Erecka Gibson called the meeting to order at 3:03 p.m.

2. Approval of Agenda

The agenda was approved by consensus on a motion by Grant Mazzarino.

3. New Business

Review of Town Manager's Proposed Draft Budget FY27

Town Manager Keith Dalton discussed proposed amendments to the schedule of water and sewer fees and charges.

Mr. Dalton reviewed the Proposed Revised Reserves Specifics with the Committee.

Vice Mayor Gibson said she wanted to move forward with exploring investment options through VACo-VML and present them to Council. She noted that a conservative investment approach would allow reserve funds to grow rather than remain idle in a bank account. Mr. Dalton indicated that he would compile and present additional information at the next Council meeting.

Treasurer Cindy Poulin reviewed Proposed Budget highlights and the Proposed Draft Budget for FY27.

Vice Mayor Gibson inquired about changing from coin-operated parking meters to a mobile application-based payment system. She observed that fewer individuals carry cash or coins and that payment systems are increasingly electronic. She suggested that the Town consider developing a plan within the next five years to potentially implement such a system. Mr. Dalton responded that there would be fees associated with adopting a mobile payment application; however, he stated that the concept could be referred to the appropriate committee and the Chief of Police for further review and consideration.

Mr. Dalton also discussed the Proposed FY27-FY31 Capital Improvement Program (CIP) with the Committee.

The Committee reviewed the information presented by Town Staff and asked questions to change various aspects of the Proposed Budget.

4. Other

None.

7. Adjournment

The meeting adjourned by consensus at 4:38 p.m. on a motion by Mr. Mazzarino.