

Town Council Finance Sub-committee Meeting Minutes  
LARGE CONFERENCE ROOM, SECOND FLOOR  
FALMOUTH TOWN HALL  
Thursday, February 10, 2011 – 8:30 AM

## Meeting Minutes

Members Attendance: Teresa Pierce, Cathy Breen and Will Armitage.

Others Attendance: Nathan Poore (Town Manager), Amy Lamontagne (Asst. Town Manager), John McNaughton (Finance Director), and Randy Davis (Finance Department).

- 1. Update on School Board and Town Council budget development process and calendar. This agenda item will include a discussion about establishing a date for the School Department Budget Validation Referendum.**

There was a general discussion about the status of the budget validation referendum date. Teresa Pierce reported that the School Board will vote on a recommended date at their February 15, 2011 meeting. All agreed to wait until after the BVR date is settled prior to posting the budget development calendar to the web site.

- 2. Budget spreadsheet presentation to Finance Committee. This presentation may not include line item detail and explanations.**

Nathan and Randy offered a short Power Point presentation and explained that the proposed preliminary budget may increase the mil rate by \$0.02.

Staff will complete the following prior to the next meeting:

EMS fee collection analysis (Randy Davis)

Compost distribution, marketing and sales analysis (Amy Lamontagne and Jay Reynolds)

General Assistance analysis of expenses such as rent, food and fuel. The analysis should include client frequency comparisons between FY10 and FY11. This analysis will also explain the reason for the downward trend in services and a comparison with the Food Pantry services (Randy Davis and Ellen Planer)

Police overtime analysis (Randy Davis)

Mil rate graphic comparisons with other communities including full value mil rate and % increase by year (Randy Davis).

Winter road maintenance budget expense comparison between FY10 and FY11 (Randy Davis and Jay Reynolds).

Ombudsman and open space program performance analysis including an explanation of Ombudsman expenses by category (Nathan).

**3. Other issues/topics.**

Cathy Breen moved and Teresa Pierce second a motion to approve the December 9, 2010 and January 14, 2011 Finance Committee meeting minutes. There was no discussion and the motion passed unanimously.

**4. Schedule next meeting.**

The next meeting will be a joint meeting with the School Board Finance Committee on March 15, 2011 at 4:30 PM (Town Hall Library Meeting Room)

**5. Adjourn**

The meeting adjourned at 10:45 am.