

**Town Council Finance Sub-committee Meeting Minutes  
LARGE CONFERENCE ROOM, SECOND FLOOR  
FALMOUTH TOWN HALL  
Tuesday, March 15, 2011 – 4:30 AM**

**(A joint meeting with the School Board Finance Committee)**

**Meeting Minutes**

Members Attendance: Teresa Pierce (Council), Cathy Breen (Council), Will Armitage (Council), Beth Franklin (School Board), Analiese Larson (School Board) and Andrew Kinley (School Board).

Others Attendance: Nathan Poore (Town Manager), Randy Davis (Finance Department), Dan O'Shea (Director of Finance and Operations) and Barbara Powers, (School Superintendent).

- 1. Update on School Board and Town Council budget development process and calendar. This agenda item will include a discussion about the School Department budget workshop held on March 12 and the Budget Validation Referendum (BVR) schedule.**

The School Board members verified that the BVR will be on March 14, 2011.

The School Board members and Councilors asked to have area graphs depicting spending patterns, tax rate patterns, and revenue patterns – combined (Town and School) and separate.

- 2. Develop agenda for March 30 full budget presentation.**

The School Board members and Councilors agreed that the March 30 presentation and public forum will be considered a special Council meeting with the following order in an agenda:

- A. Town budget presentation to the Council with Council interaction (public comment and discussion to occur later in the meeting).
- B. School budget presentation to the Council with Council interaction (public comment and discussion to occur later in the meeting).
- C. Public comment for up to 3 minutes for each member of the public.

The agenda should include a provision to waive the rules and allow public comment because the items on the agenda do not require Council action.

- 3. Discussion about a recent grant opportunity for a wood chip boiler at the middle school.**

Dan O'Shea presented an idea to submit a grant application for partial funding of a woodchip boiler at the Middle School. The Finance Committee agreed that this item should be on the March 28, 2011 Town Council meeting agenda for Council consideration to support the grant application.

**4. Municipal budget spreadsheet presentation update to Finance Committee. This presentation may not include line item detail and explanations.**

Nathan Poore updated the Finance Committee on changes to the municipal budget. There was a suggestion by Councilor Armitage to contact Mike Skillins regarding compost sales.

**5. Staff updates on requests made by the Finance Committee at the February meeting.**

Nathan Poore presented several analyses to the Finance Committee.

**6. Other issues/topics.**

Councilor Armitage moved and Councilor Pierce second a motion to approve the February 10, 2011 Finance Committee meeting minutes. The motion passed 2 in favor and none opposed.

**7. Schedule next meeting.**

The Committee determined that it would not be necessary to schedule another meeting regarding FY12 budget development.

**8. Adjourn**

Councilor Armitage moved and Councilor Pierce second a motion to adjourn at 6:45 PM. The motion passed 2 in favor and none opposed.