

A G E N D A

FINANCE COMMITTEE MEETING Tuesday, December 13, 2011 – 9 a.m. Conference Room A

Committee Members:

Councilor Phil Gagnon, Chair
Councilor Matt Mattingly
Councilor Suzie Phillips

1. Approval of the minutes of October 14, 2011 meeting.

SEE ATTACHMENT.

2. Discuss and review 2010-11 Audit.

PLEASE BRING YOUR COPY OF THE COMPREHENSIVE ANNUAL
FINANCIAL REPORT AND COPY OF THE REPORTS REQUIRED BY
GOVERNMENT AUDITING STANDARDS FROM RUNYON AND KERSTEEN.

3. Assess the revenue from planning and code fees (referred by Town Council on July 5, 2011).
4. Request to abate taxes Map 6, Lot 21, Michael & Carolyn Parker

SEE ATTACHMENT.

5. Develop a cost estimate to do a landscape design, a Scope of Service for a Committee, and recommend membership on the committee for the “courtyard” area in front of the Municipal Center (referred by Town Council on November 15, 2011).
6. Review financial reports.

Note: financial reports may or may not be available for the meeting as our new Finance Director is busy settling in and catching up on a backlog of work.

7. Other business.
8. Schedule next meeting.
9. Adjournment.