

Budget Committee Minutes
February 24, 2016
Town Hall

Members present: David Curry (Chairman), Ellen Phillips, Catherine Orlowicz, Terri Jarvis, and David Swenson (BOS Representative)

Absent: Tony Bonnano & Copple Crown Representative

In attendance: David Bickford (Selectman), Scott Kinmond (Town Administrator), Jennifer Nadeau (Administration)

Call to Order: Chairman Curry called the meeting to order at 7:08 p.m.

Chairman Curry explained that the purposes of this meeting was to review year end budget performances. He recognized Terri Jarvis's appointment in place of J. R. Jones as he was unable to fulfill his duties due to work related time constraints. Ms. Jarvis was approached by the Town Moderator and asked to step into the position through 2017 which would fulfill the entirety of the term.

- I. Meeting Minutes, January 20, 2016. Some edits made. Mr. Swenson motions to approve minutes. Seconded by Ms. Phillips. Passed 4-0-2 abstained: Ms. Jarvis and Mr. Shagoury as they were not present for meeting.
- II. Discussion of Copple Crown District 2016 Budget approval. Chairman unsure as to the responsibility of the Budget Committee in terms of the Village District's Budget. More research needs to be done.
- III. 2015 Year end Department Budget Review
 - a. Much discussion on end of year budget transfers that seemed to change the budget totals in certain departments. Discussion on how the budget reports going to the Committee need to show each account's appropriation and any movement of funds so as not to change the bottom line number.
 - b. Chairman Curry spoke on the process he would like to see for budget reports:
 - i. Finance: Review each respective line for issues
 - ii. Town Administrator: Review each line for issues
 - iii. Budget Committee: Review each Department's for over expenditures.
 - c. Discussion on deleting account lines that are no longer active or being used.
 - d. Some question on individual account overages, zero balance accounts being expended from, unexpended account lines.

Next Budget Committee Meeting will be May 4th 2016 7:00pm.

The meeting was adjourned at 9:24 p.m., Motion by, Cathy Orlowitz and seconded by Terri Jarvis and passed 5-0.

Respectfully submitted,

Jennifer Nadeau
Finance and Administration

DRAFT