

Finance Committee  
North Reading Town Hall, Room 5  
Tuesday, February 4, 2014

Present: Ms. Hurlbut, Mr. Kelliher, Mr. Pulver, Mr. Johnson, John Veneziano and Mr. Duffy

Absent: Mr. Wolpin, Mr. Koppelman and Mr. Kirby

Guest: Ms. Pavao

Chair, brought the meeting to order at 7:05 pm

Ms. Pavao distributed budget books at the meeting.

Ms. Hurlbut advised members that the Library will want to add staff and hours to their budget this year. Mr Veneziano asked if there was a grace period before we need to increase our budget when the town census exceeds 15,000. Ms. Hurlbut said that we need to verify with the Town Clerk whether or not the census has reached 15,000. Ms Pavao mentioned that she believed the staff increase was in the budget but not the hours.

Ms Hurlbut asked which of the members would be attending the February 15th Budget workshop scheduled for 8am to 1pm. Mr. Pulver (Police), Mr. Duffy (Fire), Mr. Veneziano (Fire), Mr. Kelleher (DPW) and Mr. Johnson planned to attend; some mentioned that they could not attend the full meeting because of early afternoon commitments.

Ms Hurlbut with the committee went over a timetable to discuss the Department budgets in committee. The following schedule was agreed on to allow FinCom discussion before the other budgets were reviewed by the BOS on March 3 and March 17.

2/19	Elder Affairs, Library, Finance, Accounting, Recreation
2/25	Police, Treasurer, Collector, Assessor
3/6	Fire, IT
3/11	Town Clerk, Health, Veterans, CPC
3/19	DPW
3/27	School Department

Mr. Johnson asked if it was possible to get an electronic version in Excel format rather than PDF. Ms Pavao said email size would only allow her to send specific budgets requested rather than all budgets. The summary work sheets have not yet been provided

since some of the detail (some revenue, debt, etc) has not yet been finalized but she will send out the working revenue plan and expenditure tally to date. In response to question from Ms. Hurlbut Ms Pavao reported that revenues this year are going well.

Ms Hurlbut mentioned that the new school will impact school costs. The new waste water system will require a licensed operator which will likely cost about \$100,000 annually.

The next meeting is scheduled for Tuesday, February 19th.

**The meeting adjourned at 8:15pm**

Approved \_\_\_\_\_ Date \_\_\_\_\_