FINANCE COMMITTEE MEETING MINUTES
April 25, 2013

Members Present: Chairman Dennis May, Myra Carlow, Maggie Parent
Absent: none
Citizens Present: none
Meeting Called to Order: 9:45 a.m.

Review of Minutes: Reviewed and approved minutes February 8, 2013

Transfers Request

- Transfer from Reserve Fund to Administrator Assistants Wages the sum of $2,000.00 because of additional work required for payroll matters during 2013. Committee voted unanimously to approve.
- Transfer from Reserve Fund to Library Director Account sum of $2293.00 for vacation pay. Committee did not approve transfer because it was unclear what this money was for. Typically vacation pay is covered within the annual budget for salary. Committee will re-visit the request once the matter is further clarified.
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Continuing Budget Review and Recommendations for Warrants for STM and ATM

- Members reviewed Budget Work Sheet for the 2014 Budget.
- Members recommended passage of articles on the ATM with the following exceptions:
  - Since the BOS proposed a 1.7% increase in the salaries, stipends and hourly wages of almost all town employees, the Finance Committee recommended, unanimously, that the hourly rates for the Summer Youth Program and the Park & Recreation Summer employees also receive this increase and that this increase be applied to the Custodian at the Library.
  - The committee did not recommend the withdrawal of $19,500 from the Municipal Capital Stabilization Fund by the park & recreation Department. This item was not in the original Capital Improvement Plan and the plan for this work appears to be preliminary.
- **See attached Final Warrants for the language of these items.**

Meeting Adjourned: 12:35 p.m.

The next meeting: Will be scheduled once obtain more data re the Library's Request for Transfer of Funds

Respectfully submitted, Myra Bennett Carlow May 6, 2013

Approved: D.F. May