Minutes for Finance Committee Meeting of November 17th, 2014

Meeting Called to Order at 10:04 am

Those present: Wayne Zavotka, Chair, Mitch Soviecke, Ray Wilson, and Dennis May. Maggie Parent excused.

Minutes of October 27th were read. Adoption moved by Wayne, seconded by Mitch: approved by three ayes, one abstention (Dennis was not at the subject meeting).

In a review of the series of FinCom meetings with various departments, the question was asked: "What did we learn?"

- No one is currently seeking help from the FinCom
- The Fire Department may need help with the CIP
- Received a request for procedural guidelines for purchasing a new fire truck. The BOS is looking into available grant monies.
- We need to ask department heads for Capital Expenditures that might be incurred in the next ten years. This should include the Dept. of Public Works, the Fire Department, the School, the Parks Dept., Town Buildings and the Library.
- We are to send a note to Department Heads Requesting this information.

There was substantial discussion on the need for Department Heads to access financial reports via Fundware on the town's website. We are to look into the possibility of setting up training sessions for the Department Heads, assuming that there is a need. Both Dennis and Ray expressed some skepticism since the information that Department heads may need is readily available in a more user friendly form.

Wayne met with the town assessor and we were informed that the reevaluation should be completed by the end of November.

Budget sheets have been sent out.

The FinCom has made a request that all warrants be available for review at least two weeks prior to a Town Meeting.

Mitch proposed adjournment, Wayne seconded, unanimously approved. Meeting adjourned at 12:08 pm

Respectfully submitted,

Raymond Wilson

WZ 5/22/15
RW 5/22/15
MS "
M.P. 6/11/2015
DM 6-11-2015