

Eliot Budget Committee
Preliminary Agenda
August 14, 2012, 6:00 PM, Town Hall, BOS Room

Call meeting to order.

Roll call.

6:00 pm – 7:00 pm – Review and complete some of the Budget Committee task assignments (see below) prior to the arrival of the Guest Speaker.

7:00 pm – Discuss the Route 236 TIF Sewer Project with Guest Speaker **Michael Dupuis, Chairman, Eliot Sewer Committee. Joel Moulton, Director of the Eliot Public Works Department**, was issued an invitation, and will attend if possible.

Depending on the duration of the sewer discussion, some or all of the following Budget Committee task assignments may be carried over to Tuesday, August 21, 2012:

1. Review and approve minutes from July 10 & July 24 Budget Committee meetings – as submitted by Bill Jacques.
2. Discuss a proposed letter from the Budget Committee to the Board of Selectmen to ring in the commencement of the new budget year.
3. Ed Strong and Jeff Pelkey will provide a sample department budget with annotations. The Budget Committee will discuss a preferred format for department budget submittal so that a more thorough review can be performed. Some level of Zero Based Budgeting (ZBB) will be incorporated into this year's budget spreadsheet format.
4. John Reed will discuss a calendar for budget year 2012-2013.
5. Discussion regarding budgets and the Board of Selectmen. The Board of Selectmen is meeting to discuss budgets, formats and a calendar on Thursday, August 23. A joint meeting with the Budget Committee is planned for Thursday, August 30.
6. Roland Fernald and Rebecca Davis will discuss the status of outstanding questions on the Route 236 TIF Sewer Project.
7. Robert Fisher will discuss his list of proposed guest speakers for future Budget Committee meetings, who they are and the purpose of their invitation.
8. Roland Fernald will discuss the status of his work with the Eliot Community Service Department. Profit & Loss statements have been obtained and will be presented in greater detail at the following Budget Committee meeting (either August 21 or August 28).

Discuss a study of the municipal budget starting 10-20 years ago. Where have the major increases occurred? How can increases be managed? This is a major effort that will be conducted throughout the budget year.

Discuss an Eliot Budget Committee mission statement.

Other business brought by committee members.

Public comments.

Adjourn.