

Present: Donna Murphy (Chair) Robert Fisher, Edward Strong, Rosanne Adams, Phil Lytle, Cindy Saklad

Absent: Bill Jacques

Also present: 4 members of the public.

Meeting opened at 6:30 PM.

BUSINESS

1. MOTION to accept the minutes of December 9, 2014 by Cindy Saklad, 2nd Edward Strong. VOTE: 5-0 with Rosanne Adams abstaining as she was not present for the meeting.
2. PUBLIC COMMENT:
 - a. Janet Saurman asked if the committee had a copy of its mission statement. The Chair apologized for not bringing a copy with her.
3. REVIEW OF BUDGET COMMITTEE PROCEDURES AND GUIDELINES: The Committee went over suggestions submitted after the last reading with some being incorporated. There was some question as to just what is or should be turned over to the town clerk at the end of each year. There was consensus that the Chair will ask the Town Clerk about this before adding any further statement to this document. MOTION by Edward Strong, 2nd Rosanne Adams to accept the draft as amended. VOTE: 6-0.
4. EXPENSE/REVENUE SUMMARY REPORT: There were no comments or concerns.
5. BUDGET COMMITTEE BUDGET CHARGE: The Chair reported that she had spoken to the Town Manager about the charge for new binders and said she would try and recover the old binders for reuse. The Town Manager said if they were reused then the charge would be removed.
6. BUDGET REQUEST FOR 2015-16: The Chair submitted a request of \$700 – the cost of producing and distributing an informational sheet based on the response (by email) of members in order to meet the December 31, 2014 deadline that came in after our monthly meeting. Several members expressed that it was a logical amount. Robert Pomerleau said that having money available will be very important this year if “budget by referendum” is put in place. MOTION by Robert Fisher, 2nd Edward Strong to accept \$700 as our budget for this year. VOTE: 6-0.
7. The Chair reported that after the agenda had gone out the Town Manager sent information on the Governor’s proposed State Budget cuts and brought a copy for those members wishing one.
8. FOAA TRAINING: The Chair asked if there was anyone who has not taken the training and that it is available online for those who have not yet done so.
9. BUDGET SCHEDULE: The Committee discussed the schedule. Rosanne noted that some meetings are held on our regular meeting night. The Chair noted that possibly the meetings were scheduled so as to avoid conflicts with other scheduled meetings. Alternative meeting dates were discussed so as to be able to have adequate discussion after budgets are presented and to keep pace with the timeline schedule. It was noted that we might have to have an additional meeting in March due to follow up questions needing to be in by the 23rd.

- a. The following dates were agreed to: February 19th, Thurs ; March 9th, Monday; March 16th; March 18th
- b. Janet Saurman suggested asking for a compromise in the meeting time – 6:00pm. There was CONSENSUS that the Chair request this.
- c. Phil Lytle suggested the Chair ask that all documents have a date on them so this year we know which version we are looking at. There was a CONSENSUS that the Chair ask for this.
- d. Edward Strong suggested that next year have the budgets in earlier so there is more time for deliberation to which members agreed.

10. MEMBER ITEMS FOR DISCUSSION:

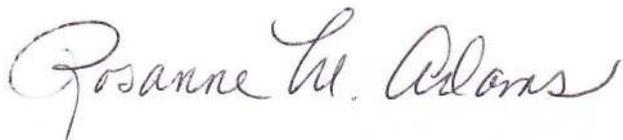
- a. Robert Fisher announced that MMA would be having a workshop on municipal budgeting and suggested that the budget committee send a person(s) to this. Edward Strong said that if a member attended a workshop that would be of benefit that there is no reason why the town should not pay for it.

11. PUBLIC COMMENT: None

12. NEXT MEETING: February 10, 2015 -6PM. Joint meeting with BOS. Budget process begins.

Meeting adjourned at 7:20PM on MOTION of Robert Fisher, 2nd Edward Strong. VOTE 6-0.

Respectfully Submitted by



Rosanne Adams, Recording Sec.

Date Approved: February 24, 2015