

Town of Eliot
Joint Select Board and Budget Committee Workshop Budget Committee Meeting
Tuesday, May 9, 2017 at 6:00
Eliot Town Hall
Minutes

1. Call to Order; Joint Workshop:

Chairman Murphy called the meeting to Order at 6:00 PM

2. Roll call:

All members of the Budget Committee were present. Selectmen Fernald and Davis were absent with notice.

3. Public comment:

No comments

4. Joint review of budget process successes and challenges:

- Worked well together; smoother process; better budget books / info every year.
- Helpful to have TM and Finance at early meetings especially to potentially answer questions then and there instead of memos back and forth.
- Revise CIP Format with Assumed Starting Balances – as needed.
- Update notes of worksheets – many old notes; Reduce supplemental pages.
- BC / SB are to submit questions in advance of department head meetings; and get follow up questions back promptly.
- BC will try to set budget “goals” – max tax increase, recommended wage increases, etc. At end of October, Federal COLA comes out.
- Add a Tab in the budget book for Reserves; include all reserve balances there and what is being proposed to be added.
- They like the Budget Summary Statement; would like one for each section / department – just the highlights.

5. Review of proposed budget calendar for FY2018/2019:

The Town Manager reviewed the draft budget schedule. Through conversation and by suggestion of Budget Committee member Tessier, it was decided to adjust the schedule in several ways early on, with the intent of giving more time for budget review, and to do joint workshops ½ of the departments at a time in two joint workshops separated by a couple of weeks (see re-drafted schedule)

6. Adjournment of Select Board:

Brad made a motion, and Bob seconded to adjourn the meeting. It was voted 3 - 0 and was adjourned at 7:03 PM

Approved: May 11, 2017

S: /

John J. Murphy, Secretary