

Budget Committee Agenda (version 2)

Tuesday, January 19, 2016 5:30 pm - 8 pm (Absolute ending time of 8:30)

Members: Kathryn Mills Woodsum - Chair, John Perry - Vice-Chair, Peter Barengo, Mike Leberge, John Parent

Others: Eric Dyer - Town Manager, Teresa Shaw - Finance Officer

1. Roll call and determination of quorum. (1 min.)
2. New business - Presentation of budget request by Fire Chief for the Protection Department. (20 mins)
3. Review of minutes from previous meeting, 1-5-2016 as submitted by John Parent. Discussion and approval. (5 min.)
4. Oral and written communications.
 - a. We need to look at the terms for our members. We have two members whose terms end in 2017 and three whose terms end in 2016. To align with other committees we should consider making one of the three terms ending in 2016 be a two year term, this time only, to end in 2018. Then we would have all three-year terms staggered with two ending in 2017, one ending in 2018, and 2 ending in 2019. (2 mins.)
 - b. Reapplications or resignations are due in writing to the Budget Committee Chair by 5-31 at midnight. (1 min.)
 - c. The Guidelines for Boards, Committees and Commissions was given to all Chairs. A brief review should be made prior to the meeting and any questions asked during this time. (5 mins.)
 - d. Possible conflicts. Kathryn and John disclosed that each sits on other committees and that the Budget Committee shall discuss whether or not to allow either to participate in voting on issues concerning those committees. (5 min.)
 - e. Other, if any.
5. Members of the public may address the Budget Committee on issues pertinent to the agenda. (10 min.)
6. Unfinished business, if any.

- a. Status update on items noted from last meeting of 1-5-16.
(5 mins.)
- b. Other, if any. (5 min.)
- 7. New business. Presentation by Town Manager and Finance Officer.
 - a. Departments 2: (1 hr. 28 min. up to 1 hr. 58 min.)
 - i. Community Services,
 - ii. Cemeteries,
 - iii. Regional Assessments,
 - iv. Boards and Commissions.
- 8. Set next agenda. (3 min.)
- 9. Adjournment

Preliminary Budget Committee Agenda

Tuesday, February 1, 2016 5:30 pm - 8 pm (Absolute ending time of 8:30)

Members: Kathryn Mills Woodsum - Chair, John Perry - Vice-Chair, Peter Barengo, Mike Leberge, John Parent

Others: Eric Dyer - Town Manager, Teresa Shaw - Finance Officer

1. Roll call and determination of quorum. (1 min.)
2. Review of minutes from previous meeting, 2-1-2016 as submitted by John Parent. Discussion and approval. (5 min.)
3. Oral and written communications. (10 mins.)
 - a.
 - b.
 - c. Other?
4. Members of the public may address the Budget Committee on issues pertinent to the agenda. (10 min.)
5. Unfinished business, if any.
 - a. Status update on items noted from last meeting of 1-19-16. (5 mins.)
 - b. Other, if any. (5 min.)
6. New business. Presentation by Town Manager and Finance Officer.
 - a. Departments 3: (1 hr. 33 min. up to 2 hr. 3 min.)
 - i. Recreation,
 - ii. Roads & Drainage,
 - iii. Capital Improvements,
 - iv. Solid Waste,
 - v. Unclassified.
7. Set next agenda. (3 min.)
8. Adjournment