

## **FINANCE COMMITTEE MINUTES**

**May 14, 2013**

The meeting was called to order at 7:30 PM in the Selectmen's Meeting Room of Town Hall. The following members were present: Ken Szajda, Michelle Zeamer, Charlie Kaslow and Dan Alfred. Michelle Johnson was absent.

Michelle Zeamer, seconded by Dan Alfred, made a MOTION to approve the minutes of April 2, 2013. Passed 4-0-0.

Michelle Zeamer, seconded by Dan Alfred, made a MOTION to approve the minutes of April 4, 2013, as amended. Passed 4-0-0.

Michelle Zeamer, seconded by Dan Alfred, made a MOTION to approve the minutes of April 23, 2013, as amended. Passed 4-0-0.

Michelle Zeamer, seconded by Dan Alfred, made a MOTION to approve the minutes of April 25, 2013, as amended. Passed 4-0-0.

Michelle Zeamer, seconded by Dan Alfred, made a MOTION to approve the minutes of May 2, 2013, as amended. Passed 4-0-0.

Michelle Zeamer, seconded by Dan Alfred, made a MOTION to approve the minutes of May 6, 2013 as amended. Passed 4-0-0.

Michelle Zeamer, seconded by Dan Alfred, made a MOTION to approve payment of a bill, totaling 10.75 hours, submitted by Faith Antonioli, for meetings and minutes of April and May 2, 2013. Passed 4-0-0.

FinComm looked at the posting used for filling vacancies on the FinComm last summer. They made several changes to the posting for the open position due to Kathleen White's resignation and will expire on May 20, 2014. Ken Szajda suggested letters of interest and resumes need to be received at Town Hall no later than June 28, 2013. Charlie Kaslow and Michelle Zeamer agreed with that deadline but Dan Alfred thought it should be earlier – perhaps the 8<sup>th</sup> or 15<sup>th</sup> of June. They agreed to have the deadline June 25, 2013 – this is the last meeting of the fiscal year for the FinComm and they will look over the resumes at that meeting. Michelle Zeamer, seconded by Dan Alfred, made a MOTION to proceed with the process of posting for the open position following the agreed upon description. Passed 4-0-0.

Ken Szajda commented that he is considering changing the budget review a bit. This is partly brought about by the difficulty getting quorums at meetings this past year. Ken said that he is thinking about replacing the weekly budget review sessions with perhaps two marathon sessions in mid-March. They could review all the budgets and it would give the committee five

weeks to work on the budgets. Dan Alfred said that he thought it was a good idea and he would like to see the schools come in much earlier. Dan said he knew they might not come in with a budget earlier, but could at least keep the FinComm up to date with their process. Charlie Kaslow expressed concern that not all members are able to get to meetings earlier in the day. Ken Szajda said that the logistics regarding times, days of the week, etc. could be discussed at another time; he just wanted to put the idea out there. Michelle Zeamer commented that she did not think that the "all boards" meeting was missed this year. She also added that the budget process would be much smoother if they had more information earlier to review. Ken Szajda said that with only a couple of review dates, the information would have to be handed in by the established deadline. He said that it could even be a joint meeting with the Selectmen if it is a department that reports to them.

Paul LeBeau thanked the FinComm members for their work in such an unusual year with their many membership challenges.

At 8:25 PM, Dan Alfred, seconded by Michelle Zeamer, made a MOTION to adjourn the meeting. Passed 4-0-0.

Respectfully submitted,

Date Approved: May 28, 2013

Faith Antonioli, Secretary