

**MINUTES**  
**COUNCIL FINANCE COMMITTEE MEETING**  
**TUESDAY, APRIL 8, 2014**  
**9:00 A.M. – Municipal Building / Council Chamber A**

1. **Call to Order.** J. Holbrook, Finance Chair, called the meeting to order at 9:00 a.m.
2. **Those Present.** Finance Committee Members present – E. Blaise, W. Donovan, and J. Holbrook; Others present were Thomas Hall, Town Manager, various Department Administrators and other staff.
3. **Approval of Minutes.** Motion by E. Blaise, seconded by W. Donovan, to move approval to accept the minutes of April 1, 2014, Finance Committee meeting.  
Vote – 3 Yeas

4. **Discussion Items.**

- a. 9:00 a.m. to 9:12 a.m. – Finance, budgets were presented by Ruth Porter, Finance Department and discussed. No changes directed.
- b. 9:12 a.m. to 10:24 a.m. – Public Works, budgets and capital projects (projects/equipment) were presented by Mike Shaw and discussed. No changes directed.
  - The Finance Committee requested the Public Works Department provide information on what the effect on the overtime lines would be in Operations & Vehicle Maintenance if a new employee were hired in each division.
- c. 10:24 a.m. to 10:55 a.m. – Library, budget and capital projects (projects/equipment) were presented by Nancy Crowell and discussed. No changes directed.
  - The Finance Committee requested the Library provide information on the effect to the budget with the increases to the Full Time line and Part Time line. The Library will need to put new numbers together and provide the data to the Finance Committee.
  - The Finance Committee requested the Library provide a breakdown of the individual utility costs to show which utilities make up the 40% increase in the budget utility line.

Without objection, Chairman Holbrook recessed the meeting at 10:55 a.m. The meeting was reconvened at 11:00 a.m.

- d. 11:00 a.m. to 11:10 a.m. - SEDCO, budget was presented by Karen Martin and discussed. No changes directed.

J. Holbrook, Chair moved the review of the Administration budget to the April 22th meeting due to the current meeting running over the allotted time.

**6. Future Agenda Items.**

- . Budget Review Departments – Community Services, MIS, & School

**7. Adjourn.** Motion by E. Blaise seconded by W. Donovan, to adjourn at 11:10 a.m.  
Vote – 3 Yeas

Respectfully Submitted,

Colette A. Mathieson  
Recording Secretary