

MINUTES
COUNCIL FINANCE COMMITTEE MEETING
THURSDAY, APRIL 20, 2017
6:03 P.M. – Municipal Building / Council Chamber A

1. **Call to Order.** Shawn Babine, Council Member, called the meeting to order at 6:00 p.m.
2. **Those Present.** Finance Committee Members present – S. Babine, and C. Caiazzo, Council Member absent; Peter Hayes, also present were Thomas Hall, Town Manager and various Department Administrators.
3. **Approval of Minutes.** Motion by S. Babine, seconded by C. Caiazzo, to move approval to accept the minutes of April 13, 2017, Finance Committee meeting.
Motion passed: Vote – Yeas. 2
4. **Discussion Items.**
 - a. 6:03 p.m. to 6:20 p.m. – Finance/Assessing Department budgets and capital projects (projects/equipment) were presented by Ruth Porter, Finance Director and discussed. No changes directed.
 - b. 6:20 p.m. to 6:40 p.m. – Planning Department budgets and capital projects (projects/equipment) were presented by Karen Martin, Acting Planning Director, and discussed. No changes directed.
 - c. 6:40 p.m. to 6:59 p.m. – SEDCO, budget was presented by Karen Martin, and discussed. No changes directed.
 - d. 6:59 p.m. to 7:45 p.m. – Public Works Department, budget and capital projects (projects/equipment) were presented and discussed. No changes directed.
5. **General Budget Discussion.**
 1. The Town Manager and the Finance Director gave a brief overview of bond orders. This discussion reviewed the process for bond orders and how one is produced and for what type of items. T. Hall, Town Manager provided a copy of the bond order that was approved at Wednesday evening's Town Council Meeting. There were a number of items that had since been reviewed and the bond order reduced by those changes.
 2. There was further discussion on the Public Works Fuel Station that needs to be bonded and how that process would proceed. Due to the necessity of the mandated removal of the old tanks and system, it is possible the Town Council will vote on the matter at the next meeting. The Council may vote to declare the need as an emergency to move forward and bond the money for the project or to put the matter out to public vote. This item will be discussed and brought forward to the Town Council after Peter Hayes, Finance Committee Chair returns and has the opportunity to provide input.

6. Future Agenda Items.

Budget meetings are scheduled as follows:

Budget Forum (Q&A) will be held on Wednesday, April 26, 2017, at 7:00 p.m. at the Wentworth School.

Finance Committee meeting will be held on Thursday, April 27, 2017 at 6:00 p.m., in Council Chambers

- . Budget Review Departments – Community Services and Executive

7. Public Comment. None

8. Adjourn. Motion by S. Babine seconded by C. Caiazzo, to adjourn at 8:17 p.m.
Vote – Yeas. 2

Respectfully Submitted,

Colette A. Mathieson
Recording Secretary