



Finance Committee Meeting Minutes

January 25, 2024

Members Present: Derek Staffier, Suzzette Waters, Daniel Norian (6:37 p.m.), James Norian, Jarrett Beeley, and Paul Smith, Janet Shaw (in person)

Members Not Present: n/a

Also Present: Ellen Norian, Lynne McKenney

Derek Staffier, Chair called the meeting to order at 6:32 p.m.

Motions

James Norian made a motion to approve the meeting minutes of January 4, 2024, seconded by Jarrett Beeley. No discussion on the motion. All in favor. The motion carries.

New Business:

I. Chairman's Report

FY 2025 Budget Process

The budget process has begun. The departments received their budget requests and completed their budget forms. The Select Board and Finance Committee met on Tuesday January 9th and Thursday January 11th. All Departments had the chance to present their budgets. After the second workshop, the chair was approached by several officials asking where our committee stood on the budget requests. My earnest response was we entered this process with no preconceived notions or decisions. It is the recommendation of the chair that the committee create a policy regarding how we decide to proceed with the budget requests. We don't have those final requests until after the select board makes theirs. Hopefully, by the end of their meeting tonight. Which would mean we would have them for our meeting on February 8th.

Annual Town Meeting

This year's annual town meeting is scheduled for Tuesday May 7th. By statute the annual town meeting is to be held the first Tuesday night in May. The Select Board will be opening the warrant hopefully tonight. The tentative close date is February 8th. The Town administrator agrees with the need for a joint meeting between the Select Board and Finance Committee to go over warrant and streamline process.

Motion

Janet Shaw made a motion to accept the Chairman's Report, seconded by James Norian. Discussion regarding department heads attending budget workshop. All in favor. The motion carries.

Suzzette Waters made a motion to accept the edited version of the Chairman's Report, seconded by Jarrett Beeley. No discussion on the motion. All in favor. The motion carries.

II. Reports by Committee

Daniel Norian discussed that the final figures will be made at the next Finance Committee meeting budget. The budget should be ready by February 8, 2024. The committee discussed the school budget and the impact too taxpayers (needs should be prioritized). Daniel Norian discussed the police and fire budgets. The Finance Committee is concerned with the DPW budget and school budget increase.

III. Crafting a budget voting criteria and policy

Derek Staffier recommends that the Finance Committee create a policy regarding criteria when discussing the budget. In regard to budgets that increase 5% or more, there should be more scrutiny in reviewing them. Budgets that increase under 4%, not as much scrutiny. The committee discussed creating a spreadsheet showing the department budgets for the last 5-10 years.

III. Discussion

The next Finance Committee meeting is scheduled for February 8, 2024, at 6:30 p.m.

Dan Norian made a motion to adjourn the Finance Committee meeting at 7:24 p.m., seconded by Jarrett Beeley. No discussion on the motion. All in favor. The motion carries.


Derek Staffier, Chair

List of Documents

- Meeting Agenda 1-25-24
- Meeting Minutes 1-4-24