

**Finance Committee Meeting**

**Tuesday, November 26, 2013**

**Butterick Building – Room 205**

In attendance – Bob Brown, Barbara Bartlett, Mary Cliett, Jerry Kokernak, Joe Sova, Ed Sweet and Town Administrator Terri Ackerman

Bob Brown called the meeting to order at 6:02 PM.

Minutes of the October 1, 2013 meeting were reviewed. Joe Sova made a motion to approve the minutes. Seconded by Ed Sweet. All in favor.

The Reserve Fund Ledger was reviewed with Terri Ackerman.

A discussion was held in regard to a notification process of the Finance Committee to the Capital Committee. A decision was made that a formal notice of 30 days would be given to consider a capital item before a town meeting.

**Special Town Meeting scheduled for December 16, 2013** – the committee discussed the Light Board's request for consideration of the installation of gas lines and what the financial implications would be for the town. Mary Cliett made a motion to defer taking a position at this time. Ed Sweet seconded the motion. All in favor.

**Liaison Report** – the report was reviewed and discussed, with an overview of expectations.

**The following items were reviewed:** Department Head meeting on October 30, 2013, attended by Bob;

Selectman's meeting on November 6, 2013 at which Bob Brown gave a presentation;

Senior Center Building meeting. Ed Sweet attended a recent meeting. An overview of the tenets of their plan and what processes have been done to date were discussed.

**Other Business** – Per Terri Ackerman, the Capital Committee wants to schedule a meeting at which the Finance Committee members are present. Bob Brown proposed the Finance Committee schedule a meeting for January 28, 2014 at 6:30 PM and meeting with the Capital Committee on that date at 6:00 PM.

**Next Meeting** - December 16, 2013 , 6:30 PM at the Chocksett School.

Meeting adjourned at 7:55 PM.