

**Finance Committee Minutes**  
**June 13, 2006**

**Attending:** Todd Abbott, Dan Babb, John Carter, Tina Cote, Brenda Edgerly, Joe Simpson, Janice Young

The meeting of the Finance Committee was held following a workshop with the Selectmen on Tuesday, June 13, 2006.

There were two newly appointed members present, Tina Cote and Joe Simpson. Following committee introductions the committee reviewed the packet of information from the Treasurer. A brief history of these reports was explained.

The committee reviewed the discussions of the workshop. Under discussion was the matter of holding a Special Town Meeting, and if a special town meeting was approved, the wording of articles which would be voted upon. It was mentioned that excise taxes do not need to be used exclusively for road projects. By a straw vote, the Selectmen did not support a Special Town Meeting. Chairman Gale asked the Finance Committee members to voice their opinion of holding a Special Town Meeting. Members of this committee did not support a special town meeting.

Selectman Moore had suggested that the Capital Plans for town departments be submitted to the Finance Committee by September 1, 2006. This board will make the following suggestions to the Administrator to review and pass on to the Selectmen:

1. Formally notify the Department Heads and Board Chairmen the process of completing a Capital Plan request. Make sure they know specifically what is considered a capital expense.
2. Clarify any paperwork forms.

It was suggested that there may be a need to meet with the auditor, the Selectmen, members of the Finance Committee and department heads to identify the budgeting structure.

Chairman Abbott will contact the Administrator to discuss line item budgeting, Capital Plans and the bidding process.

Todd Abbott indicated that he will not accept the chairmanship of this committee for the 2007-08 period. He requested that members consider a candidate to take that position beginning in July 2006.

The next meeting of this committee will be on Wednesday, June 28<sup>th</sup> at 7:00 in the old Town Hall.

Respectfully submitted,

Wendy Carter, Secretary