

Budget & Finance Subcommittee meeting minutes of January 19, 2018

2:04 pm call to order

Attending- AN, SH, Business mgr. (Chris D., Abby), JH

AN confirmed email from Mayor- March 10 budget due to Mayor

Meetings scheduled:

1/24- noon-1pm present documents/ possible revenue projections/ enrollment projections (documents should be made available to committee members as soon as possible prior to meetings- 24 hours would be nice)

1/31- 4-6 pm short time given to school administrators to be heard, if necessary

2/7- noon-2 pm short time given to dept. heads (SPED/Transportation) to be heard, if necessary

2/12- noon-2 pm wrap up

2/13- Superintendent's budget submitted to newspaper for publication

2/14- publication

3/7- full committee special meeting to approve budget

3/10- deadline to submit budget to the Mayor

SH noted other meetings may be needed to answer questions, specifically from Mayor, and special meetings can be scheduled in addition to these listed with posting 48 hours prior.

JH confirmed, the best way to submit and answer questions from committee members moving forward is to email to CW.

CW made note to submit meeting dates and times to the Mayor asap, asking for attendance early and often.

JH will have scheduled emailed to full committee members.

SH asked Bus. Mgr. to find out what happen to 1% of budget taken out last year by Town Council with promise of it getting returned.

2:56 pm Adjourned