

Topsfield Finance Committee
Minutes to the Meetings
February 22, 2010

I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 p.m. with Heidi Bond, Paul Dierze, Kathy Hartmann, Stephen Lais, Holger Luther, and Trudi Perry present. Masconomet School Committee member Ken Vogel, Selectman Laura Powers, Selectman Karen Dow, Highway Superintendent David Bond and Road and Water Commissioner Phil Knowles were also present. Water Superintendent Greg Krom joined the meeting at 7:40pm. Library Director Jackie White, Library Commissioners Sheila Becker, Jennifer Baker, Dorothea Deluca and Barbara Bodengraven joined the meeting at 8:05pm

II. **Minutes:** A motion was made by Holger Luther to accept the 02/8/10 minutes as drafted, seconded by Stephen Lais, voted in favor 6-0-1 with Trudi Perry abstaining.

III. **Town Reserve and Capital Policies Report:** Members will continue reviewing the proposed draft and discuss at a future meeting.

IV. **Upcoming Meeting Schedule:** Chairman Lyons advised the Committee that upcoming meetings are scheduled for 3/1, 3/8, and 3/15.

V. **Town Clerk:** Chairman Lyons advised the Committee that he had provided them with the last Town Clerk Association salary survey. Given the incumbent Town Clerk's announcement she will not seek re-election, the survey's comparisons from other Massachusetts communities will assist in determining the Town Clerk salary for the 2011 budget. Town Clerk liaison Trudi Perry will contact Virginia Wilder for input.

VI. **Reserve Fund Transfer Request:** Chairman Lyons advised the Committee that he had received a transfer request for \$200 for Parking Clerk contracted services. Holger Luther made a motion to approve the reserve fund transfer request of \$200 to the Parking Clerk Other Contracted Services account. Stephen Lais seconded the motion, voted in favor 7-0.

VII. **Department Budget Presentations:** The following departments presented their Fiscal Year 2011 budgets:

- A. Highway Department/Snow and Ice: Budget presented by David Bond, Highway Superintendent.
- B. Water Department: Budget presented by Greg Krom, Water Superintendent
- C. Library: Budget presented by Jackie White.

VIII. **Adjourn:** A motion was made by Holger Luther to adjourn at 8:25 p.m., seconded by Stephen Lais, voted in favor 7-0.

Respectfully submitted,
Heidi Bond