



Topsfield Finance Committee
Minutes to the Meetings
January 9, 2012

- I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Heidi Bond, Paul Dierze, Kathryn Hartmann, Stephen Lais and Daniel Shugrue present. Also in attendance were Chairman of the Board of Selectmen Laura Powers, Town Administrator Ginna Wilder, Masconomet Regional School Committee member Lawrence Lindquist, and Kim Sherwood. Selectman Richard Gandt arrived at 7:05 PM.
- II. **Minutes:** A motion to accept the December 12, 2011, minutes was made by Stephen Lais, seconded by Daniel Shugrue, voted in favor 6-0.
- III. **Finance Committee Department Budget:** Stephen Lais moved to approve the budget as presented by Heidi Bond, Paul Dierze seconded, motion passed 6-0.
- IV. **Topsfield Elementary Schools Budget Update:** Kathryn Hartmann updated the Committee on the Topsfield Elementary Schools FY2013 Budget process. The Superintendent will release his first version of the FY2013 Schools Budget on Thursday, January 12, 2012.
- V. **FY2013 Masco Budget Guideline:** Heidi Bond reported that Middleton has still not issued Masconomet FY2013 Budget Guidelines. The goal of collaborating with Middleton on these guidelines may not be feasible, and the Committee will consider proceeding with Topsfield budget guidelines. Masconomet will present details on their budget at the following meetings: Cost center meetings on February 13 and 14, 2012; Full budget presentation on February 29, 2012.
- VI. **Liaison Reports on Department Budgets:** The Committee liaison budget reports will be held on January 23, 2012, and January 30, 2012.
- VII. **Department Head Budget Presentations:** The Department Head budget presentations to the Committee will be held on February 6, 2012, February 13, 2012, and February 27, 2012.
- VIII. **Upcoming Meeting Schedule:** The next meeting of the Committee will occur on January 23, 2012 at 7:00 PM in the Proctor School.

IX. Adjourn: A motion was made by Stephen Lais to adjourn at 7:42 PM, seconded by Paul Dierze.

Respectfully submitted,
Lexie Winslow

Attachments:

a) Topsfield Finance Committee FY2013 Department Budget