



Topsfield Finance Committee
Minutes to the Meetings
October 19, 2015

- I. Call to Order:** Karen Dow, Chairman, called the meeting to order at 7:00 PM, with Jon Guido, Michael Hartmann, Eric Menzer, Lou Ross, and Dana Warren present. Also present: Boyd Jackson, Selectman (arrived at 7:12 PM and left at 7:23), Stephen Lais, Selectman (arrived at 7:14 PM and left at 7:23), and William Hodges, Masco School Committee Member (arrived at 7:27 PM and left at 8:12).

- II. Minutes:** Dana Warren made a motion to approve the September 14th, 2015 minutes as drafted, seconded by Lou Ross, voted in favor 5-0-1. Michael Hartmann abstained, as he was not present for the September 14th, 2015 meeting.

- III. Finance Committee Member Roster and Resume:** Jennifer Davis will make changes and update.

- IV. Finance Committee Liaison Assignments:** The Committee discussed liaison assignments for the upcoming FY2017 budget season. Jennifer Davis will update the listing.

- V. Discussion with Town Selectmen:** Committee introductions with Boyd Jackson, Selectman and Stephen Lais, Selectman. General Discussion about funding town hall improvements. General Discussion about some of the town hall administration that are due to retire.

- VI. Masco Budget Process with Masco Representatives:** Discussion with Bill Hodges about the budget process and how to improve the process. Hand-outs were provided and discussed.

- VII. Preliminary FY 2017 Model I:** Karen Dow informed the committee that she doesn't have all the information to make updates. Mike Hartmann offered to learn how to run the model.

- VIII. FY2017 Finance Committee Budget Guidelines:** Budget guidelines will be discussed at the 11/2/15 meeting and will need to be set by 11/16/15.

- IX. Upcoming Meeting Schedule:** The next meetings of the Committee will occur on November 2, 2015 and November 16, 2015 at 7:00 PM in the Proctor School Teachers' Lounge.

X. Adjourn: A motion was made by Eric Menzer to adjourn at 8:25 PM, seconded by Lou Ross, voted in favor 6-0.

Respectfully submitted,
Jennifer Davis

Attachments:

Finance Committee Member List

Masconomet Regional School District Budget Subcommittee FY17 Budget Process

Masconomet Regional School District 2016-2017 Budget Priorities