



Topsfield Finance Committee

Minutes to the Meetings March 20, 2017

I. Call to Order: Chair Karen Dow called the meeting to order at 7:02 PM with Che Elwell, Jon Guido, Mike Hartmann, Eric Menzer, Lou Ross, and Dana Warren present. Also present: Catherine Gabriel, Town Accountant; and Interim Fire Chief Richard Harris. Also present: residents Heidi Fox, Dick Gandt, and Nick Larson.

II. Minutes: Dana Warren made a motion to accept the minutes as amended from March 13, 2017. Jon Guido seconded the motion, voted in favor 6-0-1. Che Elwell abstained as he was not present for the meeting.

III. Department Budget Review and Approval: Mike Hartmann discussed V2.3 of the model, dated March 20th; a discussion followed. He noted that the Masco budget has decreased by \$39,000 (as of 3/16/17) and the Snow/Ice deficit (currently \$11,000) will be covered by FY2017 turn backs. The model currently shows we are under the levy limit by approximately \$25,000, this includes base budget requests but does not include essential unfunded items.

The Committee reserves the right to supersede or modify the following Department budget approvals by future vote.

Karen Dow distributed the Article III Vote Tracker Sheet from 3/19/17 (as per filename; date at top of columns is 3/7/17).

Jon Guido made a motion to approve specific Article III Department base request budgets as detailed on the attached Finance Committee FY2018 Budget Approval Tracking Sheet, from March 19, 2017, which is incorporated herein by reference, seconded by Che Elwell, voted in favor 7-0.

IV. Town Meeting Warrant Article Assignments: Responsibility for review of specific Town Meeting Articles and presentation of them at Town Meeting were assigned as listed below. *More to be assigned at the next meeting.

Annual Town Meeting Warrant Article	Finance Committee Member
Article	Initials
1	KD

3	MH
4	LR
5	DW
6	DW
7	DW
8	KD
9	LR
10	LR
11	LR
12	DW
13	DW
14	CE
15	KD
16	CE
17	LR
18	JG
19	LR
19A	
19B	
19C	
20A	LR
20B	CE
20C	CE
20D	CE
20E	CE
20F	EM
20G	EM
20H	LR
20I	LR
20J	LR
21	LR
22	JG
23	LR
24	LR
25	LR
26	LR
27	EM
28	
29	LR
30	LR
31	LR
32	LR
33	KD
34	KD
35	KD
36	KD

37	JG
Special Town Meeting	Finance Committee Members
Article	Initials
1	
2	KD
3A	KD
3B	
3C	
3D	
4	KD
5	
6	

V. Town Meeting Warrant Article Recommendations: Karen discussed that the Finance Committee will begin making recommendations at the next meeting on March 27th, 2017.

VI. Joint Meeting with Board of Selectmen: 7:30 PM, see separate minutes.

VII. Upcoming Meeting Schedule: The next meetings of the Committee will be held on March 27th, 2017 and March 29th, 2017 respectively, at 7:00PM in the Proctor School Teacher's Lounge.

VIII. Adjourn: A motion was made by Eric Menzer to adjourn at 7:30PM, seconded by Lou Ross and voted in favor 7-0-0.

Respectfully submitted,

Jennifer Davis

Attachments: Masco letter, The Beacon, Article III vote tracker.