

FINANCE COMMITTEE

Minutes of the Meeting of Wednesday, April 5, 2017
North Brookfield Police Department @ 6:30 p.m.

Present: Sheila Orsi, Bob Locatelli, Chet Lubelczyk, , Pete Dupell, Kristen Walther
Absent: Rob Miner,
Guest:

<u>Department</u>	<u>Representative</u>	<u>Department</u>	<u>Representative</u>
NB Water	Rich Kennan & Jim Kularski	Highway	Jason Benoit
School	Marilyn Tenza & Shiela Leblanc	Selectman	Dale Kiley, Eric Hevy & Leslie Burton
Accountant	Nancy J Nykiel	Treasurer	Anne Jannette
Librarian	Ann Kidd	Collector	Lisa Taylor
Highway & Con Comm	Kim George	Board of Health	Trevor Brusca & John Alphin
Planning Board	Bill King	Town Clerk, Assessor	Sheila Buzzell
Police	Mark Smith	Veterans	Holly Kularski
Council on Aging	Tanya Liard		

The Meeting was called to order at 6:35 p.m. by Sheila Orsi. Sheila chaired the meeting.

1. As department representatives came into the meeting, each received a current budget sheet for their department. Each sheet listed the current state of the department finances by line item with columns that listed past budgets, current budgets and projected budgets.

2. Sheila opened the meeting explaining that this process was an exercise for departments to see their budgets in a new perspective. Pete went on to detail the process explaining how to use a run rate to calculate a projected budget. It was stated that each department in attendance will need to take a fresh look at their budget, utilize the most recent profit and loss sheet with the run rate of their line items and turn in a new budget request to the Finance Committee mailbox by April 19, 2017. The departments were very receptive.

3. Our next meeting will be April 19, 2017 at 6:30 p.m. at the Police Station. Pete moved that we adjourn the meeting at 7:30 p.m. and Kristen seconded. The vote was unanimous to adjourn.

Respectfully submitted,
Sheila J Orsi

4-19-17
approved
4-13-17
Sheila Orsi
Kristen Walther
 unanimous vote
Bob, Chet