

All Boards minutes of meeting November 14, 2017

Members present: John Skrip, Mark Newman, Fred Ventresco, Bob O'Brien, Dolores Harasyko, Pauline Bakunis, John Burrows, Mary Turek, Linda Riiska, Ralph Morrison, Bogart Muller, Joe Gelinas, Roger Kohler, Ann Walk, Michael Morrison, Gary Bottoms, Dawn Lemon, Bethany Perry, Steve Kopiek, Kathy Burrows

Called to order at 7:00 p.m.

Town Clerk Dolores Harasyko and Assistant Town Clerk Pauline Bakunis handed out and reviewed the revised Open Meeting Law.

Reviewed the process of creating agendas, minutes of meetings and executive sessions.

Reviewed deliberating via email, phone, texting, all of which can be considered a violation of the open meeting law.

Reviewed the Conflict of Interest testing. There are several people that have not taken the test. We will send out another reminder.

John Skrip reviewed the FY2019 budget expectations. If boards are having a problem with the budget mission they are to contact Fred. Documentation is required for everything. It was brought out in the audit that we are lacking in documentation. John apologized for the difficulties in the new budget process but we all need to be on board. They would also like a mission statement which summarized what each board does. The process will be as follows; submit budgets to the Town Administrator, the budgets submitted may not be the final budget. The Selectmen and Fincom will review and adjust budgets as they deem necessary.

Joe Gelinas discussed the bylaws regarding fincom power. He then reviewed the excel spread sheet they want all budgets submitted on electronically. Once the selectboard and fincom have reviewed the budgets they will hold joint meetings with boards to discuss their budgets.

Fred will be available to help with the spreadsheets.

Discussed capitol expenses.

Discussed the supply budget. Each department will now be responsible for budgeting for their own supplies. Dolores will continue to order for all departments.

Meeting adjourned at 7:58 p.m.

John Skrip

Mark Newman