



SPECIAL MEETING OF THE BUDGET COMMITTEE (BC) AND SELECTBOARD (SB)

December 20, 2018

Temporary Town Office/PSB Conference Room

**Unapproved Minutes**

Members present: Charlie Hancock (SB and BC), Sue Wilson (BC), Scott Perry (BC), Mark Brouillette (SB and BC), Deanna Robitaille (BC),

Others present: Leann Barnard (SB), Erin Kopacz, Town Treasurer

The meeting was called to order at 5:00 p.m. by Charlie Hancock.

1. Review Agenda: Item three was corrected to read “FY19 Budget”.
2. The Committee signed the annual budget tasking letter on a motion by Mark seconded by Sue which passed 5-0. Draft budgets are requested by Jan 8<sup>th</sup>. Annual reports for inclusion in the Town Report, are requested by Jan 25.
3. The Committee set its meeting dates as Tuesdays and Thursdays at 5:00 p.m. beginning January 3<sup>rd</sup>.
4. The group was given the starting spreadsheet for creating the FY19 budget for review.
5. The meeting was adjourned at 5:35 on a motion by Scott, seconded by Mark that passed unanimously.

Respectfully submitted,  
Scott Perry  
Budget Committee