



TOWN OF
BROOKLINE, NEW HAMPSHIRE
FINANCE COMMITTEE

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*Finance Committee
Meeting Minutes
May 15, 2013*

Present:
Linda Chomiak
Brian Rater

1. Review of minutes

Reviewed and approved.

2. Update on Selectboard meetings

Tad had an update on the town spending - overall slightly below budget. Brian will copy and email to Finance Committee members.

Selectboard decided to allocate elevator expense to the library and then evaluate where the budget stands closer to the end of the year.

Susan Adams suggested that the town should not be paying for certain taxes on some utility bills. Town will contact those utilities to have them remove certain taxes.

3. Update on Facilities Committee meetings

Linda is Secretary of Facilities Committee. Committee has met and set goals - they match nicely with Finance Committee goals.

Discussion of town hall renovations. Took a tour of the lower part of town hall, where the police used to be. Renovations seem reasonable and not elaborate. Next meeting, statement of work to be put together to move forward on competitive bids.

Committee will also begin to brainstorm ideas for Brusch Hall and Chapel.

Tad Putney is the Chair.

4. Update on Capital Improvements Committee meetings

Members have been selected. Have not met yet.

5. Update on School Board

No update. Brian will attend the May meeting.

6. 2013 Goals

Linda will work on goals of maintenance of buildings and bulk purchases

Once a month, the person in charge of each goal will give an update on progress toward that goal.

We will also develop an action plan for each individual goal.

For next meeting, we would like action plans for bulk purchases (Linda), Finance Committee Manual (Brian), understanding town tax rate (Brian)

We need an action plan for how to work on the budget. Brian to begin work on this.

7. Code of Ethics

Brian and Linda reviewed and signed the Code of Ethics. Dennis was not present.

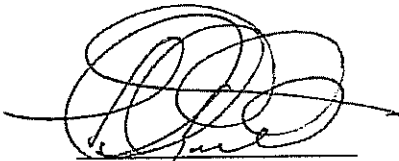
8. Finance Committee Manual

Needed sections:

Understanding the budget

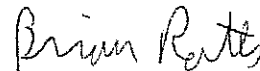
- broken down by department
- also some general areas
- when we ask a question and get an answer, put it in the manual
- add goals, action plans, results into manual

adjourn 7:17



Linda Chomiak

Dennis Skey



Brian Rater