

Proposed Minutes  
Regular Meeting of the RTM-Finance and Budget Committee  
Tuesday, January 17, 2017

**PLACE:**

Town Hall Room 206  
Meeting Starts: 7:30pm

**MEMBERS PRESENT:**

Jack Davis, Lisa Yarnell, Bert Von Stuelpnagel, Martha Banks, Deb Ritchie, Brad Pattelli, David Martin, Stacy Tie, Taylor Carter, Bill Smith, Rob Cardone, James Howe, Matt Raben

**MEMBERS ABSENT:**

Terry Duffy, Charles Boulter

**OTHERS PRESENT:**

None

**CALL TO ORDER**

Jack Davis called the meeting to order at 7:30pm being a quorum. It was agreed there was and the meeting began.

**Discussion of 2017/2018 Budget Process to Date**

- Jack stated that the BOE had had its first two budget meetings on January 5<sup>th</sup> and January 7<sup>th</sup>, the 7<sup>th</sup> being an all day Saturday event to go through the entire budget book.
- The Town Administrator, Kate Buch, will present the BOS budget on January 24<sup>th</sup> – check schedule for reviews by department – BOS budget vote is scheduled for February 8<sup>th</sup>
- Still need to volunteers for “buddy” with the BOF on the BOS budget review. BOF may to take on different areas of the review from prior years.
- The BOE’s three key initiatives presented at their meeting: 1) 1 to 1 Budget Neutral, 2) the Addition of an Alternative School Program and the 3) the Addition of Curriculum Advisors. The technology plan was discussed. Most agreed that there was limited data on the Alternative School. A long discussion occurred on who would be the students; is this a SPED initiative; where would it be located; where all costs included in the budget and lastly, is there a need. There was also significant discussion on the department chairs. Martha Banks stated that the Superintendent made a good case for the need. Burt stated he was uncomfortable with the matrix reporting structure and whether that would undo the intended initiative. Stacy asked if the BOE should ask the Administration to provide quantifiable objectives to determine the success or failure of the initiative. All were concerned with adding 6 administrators. It was further discussed that the BOE budget benefited from favorable healthcare costs for the third year and whether this was sustainable.
- The BOE budget vote is scheduled for February 14<sup>th</sup>.
- There was a discussion of the Capital Projects Requirement Form and the fact that all departments needed to adhere to this procedure which was put into place in prior years. Significant discuss occurred surrounding the cafeteria expansion project. Several members believed that the BOE had not shown a need for this capital project. No vote was taken.
- Deb Ritchie requested that all comments on the BOE budget and capital be submitted to her. She would list all comments for the January 24<sup>th</sup> memorandum to the BOE.
- December meeting minutes were discussed and corrections given to the Chair and Clerk. Will revisit at next meeting.

A motion was made and seconded to adjourn the meeting at 9:45 pm.

Respectfully submitted,

Lisa Yarnell  
RTM Finance & Budget Clerk