

**Topsfield Finance Committee
Minutes to the Meetings
February 1, 2010**

I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 p.m. with Heidi Bond, Paul Dierze, Stephen Lais, Holger Luther, and Trudi Perry present. Town Administrator Virginia Wilder and Masconomet School Committee member Ken Vogel were also present. Selectmen Richard Gandt and Laura Powers, and Elementary School Committee member Jeanine Cunniff joined the meeting at 7:15p.m. Lydia Bertolino, Executive Director of the Council on Aging and Jolene Guerra, Chairman of the Council on Aging arrived at 7:30p.m.

II. **Minutes:** A motion was made by Holger Luther to accept the 01/25/10 minutes as drafted, seconded by Stephen Lais, voted in favor 6-0.

III. **Town Reserve and Capital Policies Report:** Members will continue reviewing the proposed draft and discuss at a future meeting. Members may send any comments or concerns to Paul Dierze and Chairman Lyons will work on the narrative.

IV. **Town Clerk not Seeking Re-election:** Chairman Lyons informed the Committee that Beverly Guarino will not be seeking re-election in May. A review of the Town Clerk's salary line item within the Town Clerk's budget will need to be evaluated during the budget process.

V. **Snow and Ice Deficit:** Mark Lyons advised the Committee that he had been informed by David Bond that there will likely be a snow and ice deficit. He will keep the Committee informed for tracking purposes.

VI. **Finance Committee Model:** Chairman Mark Lyons advised the Committee that the Finance Committee's current model as used for modeling purposes only, has been posted to the website.

VII. **Upcoming Meeting Schedule:** Chairman Mark Lyons advised the Committee that upcoming meetings are scheduled for 2/8, 2/22 and 3/1.

VIII. **Liaison Department Budget Reports:** The Finance Committee Liaisons for the following Departments presented their preliminary reviews to the Committee:

- a. Library
- b. Inspectional Services

IX. **Department Reports:** The Council on Aging presented some budgetary concerns for FY2011 to the Finance Committee for further consideration.

X. **Adjourn:** A motion was made by Stephen Lais to adjourn at 7:42 p.m., seconded by Paul Dierze, voted in favor 6-0.

Respectfully submitted,
Heidi Bond