

**Topsfield Finance Committee
Minutes to the Meetings
March 15, 2010**

I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 p.m. with Heidi Bond, Kathy Hartmann, Holger Luther, and Trudi Perry present. Masconomet School Committee member Ken Vogel was also present. Paul Dierze joined the meeting at 7:07 pm. Town Moderator John Kinhan and Topsfield School Committee Member Jeanine Cunniff joined the meeting at 7:10pm

II. **Reserve Fund Transfer Request:** A motion was made by Holger Luther to approve a reserve fund transfer of \$5,600 to the Assessor's Office. Other account, seconded by Heidi Bond, voted in favor 5-0.

III. **Model Review and Discussion:** Chairman Lyons presented the members with the updated Recap Sheet from the latest Principal Assessor's Model. Initial discussions of approaches toward a balanced Town budget followed.

IV. **Reserve and Capital Policies Discussion:** The Committee reviewed its Draft Reserve and Capital Policies. Chairman Lyons will distribute to the Town Administrator, Selectmen and Town Financial Team for comment.

V. **Upcoming Meeting Schedule:** Chairman Lyons advised the Committee that upcoming meetings are scheduled for 03/22 and 03/24.

VI. **Adjourn:** A motion was made by Holger Luther to adjourn at 7:40 p.m., seconded by Heidi Bond, voted in favor 6-0.

Respectfully submitted,
Erica Clay