

## Finance Committee Meeting

December 1, 2010 7:30 PM  
Veterans Memorial Building, Room 229  
900 Main Street  
Millis, MA 02054

### In Attendance:

Chris Smith, Chairman  
John Burns  
Peter Jurmain  
Rick Manburg  
Jim Smith  
Susan Vecchi

Chris Smith called the meeting to order at 7:31 PM

### Officer Elections:

Chris Smith made a motion to nominate Craig Schultze as Vice Chairman, Jim Smith seconded. Vote: 6/0 motion carries

### FY12 Department Budget Timeline:

The Strategic Budget Planning Committee will be presenting recommendations to the Board of Selectmen, the Finance Committee and the School Board in mid February. A 2 ½ proposition recommendation will need to be made by the 2<sup>nd</sup> week in March to get on the ballot.

FY12 Budgets should be presented as follows:

- (1) Level service budget
- (2) Budget with possible cuts
- (3) Assess the needs of the departments and include in the budget

### Minutes Approval:

Susan Vecchi made a motion to accept the November 17, 2010 meeting minutes as written, Jim Smith seconded. Vote: 5/0 motion carries

### Upcoming Meeting Schedule

January 5, 2011 7:30 PM  
Veterans Memorial Building, Room 130

January 12, 2011 7:30 PM  
Veterans Memorial Building, Room 229

January 19, 2011 7:30 PM  
Veterans Memorial Building, Room 229

January 26, 2011 7:30 PM  
Veterans Memorial Building, Room 229

Adjourn:

Rick Manburg made a motion to adjourn the meeting at 7:41pm; Peter Jurmain seconded, Vote 6/0.

Respectfully submitted,  
Deirdre Gilmore