Wiscasset budget Committee Meeting

Wiscasset Municipal Building

**6:30 – 8:30** pm 17 February, 2011

# AGENDA

Action required before the meeting can be called to order:

* Phil Di Vece submitted the his resignation on 02/08/11

2.4 The Clerk shall record the actions taken by the Committee at each meeting and shall duly notify each member as to the time and place of each meeting convened by the Chairman. In absence of the Chairman at any meeting, the Clerk shall either serve as the Chairman or shall appoint a Chairman *pro tem* from members in attendance. [3-77]

2.5 In the event of a vacancy in the office of Chairman or Clerk, the Committee shall elect a successor from among its members for the remainder of the term of office vacated. In the absence of both the Chairman and the Clerk, the members

attending any meeting shall elect a Chairman and a Clerk, *pro tem*, from the

members in attendance. [3-77]

2.6 Five members in attendance shall constitute a quorum at any meeting of the

Committee, and no official action can be taken without a quorum being then

present. In the event of one or more vacancies in the Committee membership, 4

members shall constitute a quorum. Proxies for attendance or voting shall not be

accepted. In the event of a tie vote, the motion voted upon shall be deemed not to have passed. [3-77]

* Elect a Chairman to serve the remainder of the FY year.

**Call the meeting to Order**

**Approval of the Agenda:**

**Review and Approval of Minutes:** Review the minutes from 21 October, 2010 and 20 January, 2011.

**Public Comment:** (projected to accommodate concerns from citizens and will be limited to 5 minutes per citizen)

**Old Business –** None

**New Business:**

1. In the coming months it will be time for citizens to take out nomination papers to participate in the 8 seats that will be open. It is hoped that many of the present members will be returning. It would be very helpful for current members to indicate their interest and contribute thoughts for recruiting new members.
2. Discussion – Should the Budget Committee make a recommendation to the Selectmen on what we feel a fiscally responsible 2011-2012 Budget should look like..
   1. Bases for this recommendation
   2. 2.7 The Committee shall meet with the Selectmen at least once in every year on or before April 15, in order to determine the adequacy of appropriated funds and other revenues for current year departmental operations. [3-77, 6-07]
3. Information from Investment Advisory Committee presentation provided to the Selectmen on 2/15/2011 which addresses funding of the Capital Improvement Plan.
4. Capital Improvement Plan to be addressed at a Selectmen’s meeting on 2/22/2011.
5. Lincoln County Planning Assistance - The total estimated cost of my portion of the project is $12,000. The Town of Wiscasset has agreed to provide $5,000 that would be matched with a maximum of $7,000 from the Cooperative Agreement. Any costs associated with mapping, meetings, property research, mailings, legal advertisements, legal service or other activities necessary to complete the project will be borne by the Town of Wiscasset.
6. Review the Expense and Revenue Reports from January for the status of department budgets and revenue received.

**Other business:** None

Fu**ture Business:** To be recommended at the meeting.

**Adjourn –**

Prepared by Clerk S. Mehrl

February 9, 2011