

## **Advisory Board Minutes for June 23, 2009**

**Present:** Bill Johnson  
Belden Divito  
Duncan Phyfe  
Leo Janssens  
Meredith Fagan

I. Meeting began at 7pm on June 23, 2009. Town Administrator, Douglas Briggs and Town Accountant, Nancy Haines, were also at the Advisory Board meeting. First action item was a request for year- end transfer of funds between accounts.

Belden made the motion for request and Leo seconded the motion. See attached hand- out.

II. Town Administrator discussed the Summary sheet Ice storm and Ice accounts-see attached form.

III. Discussed some budgets concerns; getting tax bills out on time, getting tax rates set on time.

IV. Reserve Fund transfer- Belden made motion and Leo seconded to transfer request.

V. Agreed to have a student participate in Advisory Board meeting, part of a civic program the BOS are initiating.

VI. Mary Lee Muessel spoke form the Council on Aging- see attached memo.

VII. Discussed our meeting schedule for the summer and what goals and objectives we would like to set for the Board. The overview of the Board and set some policies put in place.

VIII. Bill Johnson talked about the Finical Management Review, a manual of sorts for Advisory Boards.

Lastly- at 8:37 to adjourn meeting, Leo made motion and Belden second.