

**MINUTES**  
**FINANCE COMMITTEE MEETING**  
**Monday, August 13, 2018 – 5:30 p.m.**  
**Town Manager's Office**

**Present:** Councilor Jim Hager, Chair; Councilor Paul Smith.

**Also Present:** Town Manager, Ephrem Paraschak; Finance Director, Sharon Laflamme.

**Absent:** Councilor Suzie Phillips.

**1. Consideration of the minutes of June 25, 2018 Meeting**

An amendment was noted by Councilor Hager to replace the reference of 'Councilor Jim' with 'Councilor Hager' in the motion to accept the minutes from the June 25, 2018 meeting.

A motion was MADE by Councilor Smith, SECONDED by Councilor Hager, and VOTED to accept the minutes of the June 25, 2018 Finance Committee Meeting as amended. Unanimous vote.

**2. Review and Discuss June Financials**

- A. The Committee held a short discussion regarding the School department possibly switching financial software, and noted for the Town to consider possibly switching financial software as well.
- B. Councilor Smith had a question regarding radios and tree work within the Public Works department. Town Manager Ephrem Paraschak will check on the expenditure in the tree work line and advise the Committee at a future meeting.
- C. The Committee had a discussion on the results of the Senior Property Tax Assistance Ordinance program.

**3. Other Business**

No other business items were discussed.

**4. Schedule next meeting**

The Committee scheduled the next meeting for November 20<sup>th</sup> at 5:30 p.m.

**5. Adjournment**

There being no further business, the meeting adjourned at 6:53 p.m.

Respectfully,

Jessica Hughes, Executive Assistant to the Town Manager/HR