

Minutes

Warrant Committee 2016 Opening Meeting Thursday, February 11, 2016

Note: Original meeting date of 02/08/16 changed to 02/11/16 due to weather.

1. **Call to Order:** 7:03 P.M. by Chairman Dargis. 15 members in attendance at opening: Michael Blythe, John Dargis, Cas Dowden, Sherri Dyer, Jonathan Eno, James Grover, Mathew Hochman, Jake Jagel, Donna Karlson, Elizabeth Case, James Kitler, Seth Libby, James Mroch, Rosamond Rea, and Kathryn Shultz . Michael Good arrived at 7:30, prior to any vote, bringing total attendees to 16. Excused: Bob Chaplin, Emily Henry, Melinda Rice, Jacqueline Smith. Unexcused: Amanda Kendall; John Kelly.
2. **Adoption of a revised budget review process:** Chairman Dargis proposed a change in the 2016 Warrant Committee budget review process that calls for the full Warrant Committee and related sub-committees to review individual department revenues and expenses together (i.e., during the same session).

Traditionally, the sub-committees only reviewed expenses, while the Warrant Committee's Revenue Subcommittee separately reviewed all revenues and made recommendations, which the full Warrant Committee subsequently addressed in the second, and separate, phase of its budget review process (i.e., after its review of new expenses).

Under the new approach proposed by the Chair, the Revenue Committee would be temporarily suspended, each sub-committee would assume responsibility for reviewing and making recommendations as to the expenses and revenues of its designated departments, and the full Warrant Committee would review each department's expenses and revenues together, along with any recommendations by the overseeing sub-committee. Among other advantages, this new approach would bring the Warrant Committee budget review process in line with that of the Town Council. It would also eliminate the requirement under the traditional review process that town officials and department heads appear twice—once before the Revenue Committee and once before the sub-committee with oversight for their department.

Because the Warrant Committee By-Laws call for an active Revenue Subcommittee, adoption of the new proposed review process requires an affirmative vote by the Warrant Committee. Jim Mroch moved, and James Kitler seconded a motion that:

“The Warrant Committee suspend the Warrant Committee Revenue Sub-Committee for the 2016 budget review process and assign all revenue related review responsibilities and activities to the remaining various sub-committees.”

The Chair then called for a vote. The motion received the unanimous support (16 votes) of all members in attendance.

3. **Miscellaneous:** The Chair raised several additional points without objection, including: the legal authority and responsibility of the Warrant Committee; the public’s right to attend Warrant Committee but limited right to speak; and the use of email as an acceptable means to notify members of any future cancellations. Town Manager, Cornell Knight, also spoke briefly to introduce the new budget format and layout.
4. **Adjournment:** Matt Hochman, with second by Michael Good, moved to adjourn the meeting at 8:15 P.M. Motion passed unanimously.

Seth Libby, Secretary