

Minutes, Meeting of Norwich Finance Committee
January 14, 2019, 8:00 PM – Tracy Hall small conference room

Present: Omer Trajman (Chair), David Barlow (Vice Chair), Ryan Gardner (Secretary), Cheryl Lindberg, Emmanuel Tesone, Garrett Palm

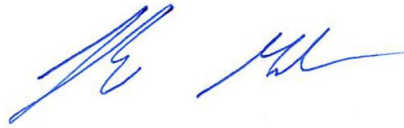
Absent:

Public Present: John Pepper, Linda Cook (joined 9:08 PM)

1. A quorum being present, the meeting was called to order at 8:05 PM.
2. The Committee reviewed and discussed the agenda. Cheryl Lindberg moved to approve the agenda. Ryan Gardner seconded the motion. The agenda was approved unanimously.
3. The Committee reviewed and discussed the draft meeting minutes from its January 7, 2019 meeting. Cheryl Lindberg moved to approve the minutes. Manu Tesone seconded the motion. The minutes were approved unanimously.
4. John Pepper thanked the Committee for its service.
5. The Committee reviewed sources of revenue. The Committee agreed that revenue should be reviewed by the Selectboard as part of the budget process regularly, at a minimum as part of the budget process; that as departmental expenses associated with revenue-producing activities rise, fees and revenues should be re-evaluated as well; that the Town Manager should sit with the department heads to review fees attached to expenses; and that the Town Manager should consider whether different departments should have different policies. Similarly, the Committee recommended that department heads be prepared to demonstrate how they compare to other towns or market services.
6. The Committee reviewed a draft summary statement to the Selectboard. Linda Cook joined the meeting at 9:08 PM. John Pepper left the meeting at 9:40 PM. The Committee agreed that Omer Trajman and Ryan Gardner would provide a draft version to Committee members by Wednesday, January 16, and provide a final version to the Town Manager's office for inclusion in the Selectboard packet by the morning of Thursday, January 17.

7. The Committee discussed its next meeting, and agreed to next meet on Monday, February 4, at 8 PM.
8. At 10:05 PM, Cheryl Lindberg moved to adjourn the meeting. Ryan Gardner seconded the motion. The motion to adjourn was passed unanimously. The meeting was adjourned at 10:05 PM.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Ryan Gardner', written over a horizontal line.

Ryan Gardner, Secretary