



Topsfield Finance Committee
Minutes to the Meetings
November 4, 2013

- I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Heidi Bond, Jon Guido, Paul Dierze, Karen Dow and Dan Shugrue in attendance. Dana Warren was not present. Selectman Richard Gandt joined the meeting at 7:08. Masconomet Regional High School Superintendant, Darrell J. Lockwood, Ed.D., Masconomet CFO Sue Givens, and Masconomet School Committee Liaison, John Spencer, were also present and left the meeting at 7:21 PM.
- II. **Welcome:** The Committee welcomed Meagan Ginley as Committee Secretary. A motion was made by Heidi Bond to ratify the hiring by the Chairman, seconded by Jon Guido, voted in favor 6-0.
- III. **Minutes:** A motion was made by Heidi Bond to accept the October 21, 2013 minutes, seconded by Jon Guido, voted in favor 5-0-1 with Karen Dow abstaining.
- IV. **Masconomet School Committee:** Masconomet Superintendant Darrell Lockwood, Masconomet CFO, Sue Givens, and Masconomet School Committee Liaison, John Spencer, discussed the goals of the School Committee for FY2015 and answered questions the Committee had at this early stage in the School Committee's budgeting process.
- V. **Town Administrator Personnel Recommendations:** Deferred to next meeting.
- VI. **FY2015 Finance Committee Budget Guidelines:** In the absence of Personnel recommendations, discussion of the Guidelines continued. According to the current Town budget Calendar guidelines should be issued at the Committee's next meeting on November 18th, 2013.
- VII. **Upcoming Meeting Schedule:** The next meeting of the Committee will occur on November 18, 2013 at 7:00 PM in the Proctor School Teachers Lounge.

VIII. **Adjourn:** A motion was made by Karen Dow to adjourn at 8:11 PM, seconded by Paul Dierze, voted in favor 6-0.

Respectfully submitted,

Meagan Q. Ginley

Attachments: None