



Topsfield Finance Committee
Minutes to the Meetings
December 17, 2012

- I. Call to Order:** Mark Lyons, Chairman, called the meeting to order at 6:00 PM, with Heidi Bond, Paul Dierze, Karen Dow, Jon Guido, and Kathy Hartmann present.
- II. Finance Committee Handbook:** All members present received an updated version of the Finance Committee Handbook.
- III. Reserve Fund Transfer Request:** Office of the Treasurer: The Treasurer submitted a Reserve Fund transfer request of \$24,822.08 from the Reserve Fund Account to the Abatement Interest Account #14505-57800. Discussion focused on the changes to utility pole taxation policies necessitating this abatement. A motion was made by Karen Dow to approve the request, seconded by Kathy Hartmann, voted in favor 6-0.
- IV. Upcoming Meeting Schedule:** The next meetings of the Committee will occur on January 7, 2013, at 7:00 PM in the Proctor School Teachers' Lounge. The meeting after that will be January 14, 2013.
- V. Adjourn:** A motion was made by Karen Dow to adjourn at 6:08 PM, seconded by Paul Dierze, voted in favor 6-0.

Respectfully submitted,
Lexie Winslow