Town of Plympton Finance Committee Minutes
Monday January 23, 2017
Plympton Town House, Plympton, MA

The meeting was called to order at 6:20

Members in attendance: Susan Ossoff (SO), Lisa Hart (LH), Nathaniel Sides (NS), Eric Hart (EH), Marilyn Brown (MB)

Approval of Minutes

Date	Motion by	Seconded by	Vote
December 19, 2016	NS	MB	Unanimous

Budget development: submittal received, overview of process; upcoming meetings

- Finance committee is requesting level serviced budgets with any additions listed separately
- Finance committee discussed the addition of a Town Administrator being the number one priority. Information is needed on full/part time and salary range.

Coordinate Capital Planning with CIPC

Motion

Date	Motion by	Seconded by	Vote
January 23, 2017	NS	MB	The vote was unanimous that the Finance committee will collect capital planning data during budget planning meetings and forward to Capital Improvement Planning Committee.

Meeting with Board of Selectmen at 6:45

- A discussion was held about the current budget cycle. Finance committee shared that early revenue forecast is fairly level. The committee also expressed our agreement on the need for a town administrator to help work out the staffing needs of the town.
- Public records law and the needs surround it were discussed. This may lead to additional software and maintenance expenses.
- Finance Committee asked about changing the bylaws to allow the Finance Committee to take over the duties of the Capital Improvement Planning Committee when there is no standing committee. Susan Ossoff was given permission to contact Counsel to see if this would be possible.

Other Matters

- Discussion was held regarding Council on Aging's possible need for extra funding for a substitute for driver while he is on a medical leave. NS will look into this further.

Upcoming Meeting Date: February 6, 2017 at 6:15.

Motion to adjourn: Motion made by NS, seconded by MB, unanimous at 7:25.

Respectfully Submitted,
Lisa Hart, Secretary