Committee Members Present:  
William Wood, Chair  
Tim Fitzgibbons – Member

Absent:  
Dennis Gallagher, Member

Others in Attendance:  
Michael Dutton, Town Manager

Call to Order: 6:55 pm

Approval of Minutes:  
• September 17, 2019  
  **No minutes presented to approve.**

Discussion – FY2021 Budget Resolution

• The committee asked if Finance Committee can meet with Budget & Finance Committee if they do not have a quorum

Legislation Referred:

• Order O-FY19-057: Directing the Town Manager to Create a Special Reserve Fund  
  **Motion:** A motion to continue was made by Councilor Fitzgibbons. The motion was seconded by Councilor Wood.  
  A voice vote was taken, and the motion passed 2-0.

• Order O-FY20-023: Loan Order – Community Septic Management Program (CSMP) Loans  
  **Motion:** A motion to recommend approval was made by Councilor Fitzgibbons. The motion was seconded by Councilor Wood.  
  A voice vote was taken and the motion passed 2-0.

• Order O-FY20-024: Transfer Order – Capital Sewer Special Purpose Transfer  
  **Motion:** A motion to recommend approval was made by Councilor Fitzgibbons. The motion was seconded by Councilor Wood.  
  A voice vote was taken, and the motion passed 2-0.

Public Comment

• Kathy Blais; Asked if Finance Committee can form a subcommittee to meet with Budget & Finance Committee to discuss Budget Resolution. It was advised that yes, a subcommittee of three can meet.

Adjournment

**Motion:** A motion to adjourn was made by Councilor Fitzgibbons. The motion was seconded by Councilor Wood. A voice vote was taken, and the motion passed 2-0.

The meeting adjourned at 7:08 p.m.