Members Present: Jim Cretella, Zani Imetovski, Beverly Kennedy, Bill Sawicki, John Stelma

Members Absent: Heather McDaniel; Richard Demko (alternate)

Others Present: Jim Baldwin, Tom Eighme, and Susan McLean

Item #1 – Call Meeting to order
Chairman Bill Sawicki called the meeting to order at 7:00pm.

Item #2 – Pledge of Allegiance
Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Seating of Alternates
None

Item #4 – Deliberation and Discussion of 2017/2018 Budget
The Board of Finance discussed the following department’s budget:

- **Office of Building Compliance** – presented by Jim Baldwin
  - Salaries are contractual
  - Replacement of Donna Kozy (retired) with new employee, Elise – savings here on the salary
  - Elise is working with Blight, Zoning, Code Compliance, Town Engineer & Road Openings; doing all clerical and administrative duties.
  - Per Diem Inspector – to help Jim if needed for extra work or when he is on vacation, etc.
  - Education costs – small increase due to increase in dues
  - Travel – would be ideal to get a vehicle for this department; lot of miles for travel.
  - Machinery & Equipment – small decrease
  - In total: only about a $300 increase from last year.

- **Communications Commission** – presented by Tom Eighme
  - Largest increase was for Purchased Professional Services (Northwest) – based on call volume

- **Emergency Management Department** – presented by Tom Eighme
  - No changes from last year’s budget

Item #5 – Adjournment
Meeting was adjourned at 7:45pm.

Submitted by:
*Monica Dimon*
*Recording Secretary*