

Town of Chelsea
Budget Review Committee Meeting
January 16, 2013 Minutes
Chelsea Town Office

1. The meeting was called to order by Scott Tilton Town Manager/Deputy Clerk at 6:08PM.
2. By lot the terms of appointment were decided as follows:
 - A. Two three(3) year terms – Craig Hitchings and Carol Belanger
 - B. Two two (2) year terms – Joe Mills and Mark Perry
 - C. One one (1) year term – Richard Danforth
3. Committee officers were elected:
 - A. On a motion by Joe Mills seconded by Mark Perry **Craig Hitchings** was elected Chairman.
 - B. On a motion by Joe Mills seconded by Carol Belanger **Mark Perry** was elected Vice Chairman.
 - C. On a motion by Joe Mills seconded by Mark Perry **Carol Belanger** was elected Secretary.
4. Members of the Budget Review Committee were given a copy of the recently adopted Budget Review Committee Bylaws.
5. Members were provided with a report outlining General Fund Expenses as of January 15, 2013.
6. Members were provided with a report outlining General Fund Revenues as of January 15, 2013.
7. Members were provided with a report outlining Reserve Account Balances as of January 1, 2013.
8. Members were provided with a proposed budget review schedule. By consent members agreed that Tuesdays at 5PM would be a better day to meet. The schedule will be adjusted accordingly.
9. There was no other business brought before the committee.
10. The meeting was adjourned.

Respectfully Submitted,
Scott M. Tilton – Deputy Town Clerk