

2016 APR 28 AM 9: 22

**Town of Belmont
Warrant Committee
General Government Subcommittee**

Agenda: Warrant Committee General Government Subcommittee Meeting

March 9, 2016, called to order at 7:01 pm
Chenery Community Room
Chenery Middle School, 95 Washington Street, Belmont, MA

Present: Adam Dash, Roy Epstein, John Alcock, Ellen Schreiber

Not present: Jenny Fallon

- I. Approval of minutes – no minutes to approve
- II. Assignment of Departments for Budget Review
The following assignments were made:
John Alcock – Assessors
Ellen Schreiber – Clerk & IT
Adam Dash – Town Administrator
Roy Epstein – Accountant and Treasurer
Jenny Fallon– HR
- III. Discussion of draft budget
The subcommittee discussed the new format for the Warrant Committee report which automates the production of budget numbers directly from the budget documents.
- IV. Scheduling of department head meetings
The subcommittee discussed the process of scheduling subcommittee meetings with the department heads and the timing dictated by the calendar. Subcommittee reports are due to Ellen Schreiber by April 4, and the combined reports are due to Mike Libenson by April 22. A follow up subcommittee meeting was scheduled for Wednesday, April 27, 7-7:30pm.
- V. Adjournment
Vote favorable: Dash motion, Epstein second. Yes, 4-0.
Adjourn 7:25pm.

Submitted by Ellen Schreiber, General Government Subcommittee Chair