

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

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Minutes: Warrant Committee General Government Subcommittee Meeting

March 4, 2015 at 7:30 pm
Chenery Community Room
Chenery Middle School, 95 Washington Street, Belmont, MA

Present: Adam Dash, chair, Roy Epstein, Ellen Schreiber

Absent: Jim Gammill, Jenny Fallon

Called to order at 7:32 pm

I. Approval of minutes of May 21, 2014

Epstein-moved approval. Dash second. Approved 2-0, 1 abstention

II. Assignment of departments for budget review:

Adam Dash-Town Administrator
Ellen Schreiber-Town Clerk and IT
Roy Epstein-Treasurer and Accountant
Jim Gammill-Assessors
Jenny Fallon-Human Resources

III. Discussion of draft budget

Discussed Dash's guidelines for reviewing department budgets and drafting each department's part of the Warrant Committee report.

Dash needs drafts of each department report by April 13, 2015.

IV. Scheduling of department head meetings

Tell Adam Dash and David Kale when setting up department head meetings.

V. Adjournment

Epstein moved adjournment. Schreiber second. Approved 3-0 at 7:55pm

Submitted by Adam Dash,
General Government Subcommittee Chair