

**MEETING MINUTES**  
**FINANCIAL FORECAST COMMITTEE**  
**Town Hall – Town Administrator's Office**  
**November 7, 2017**

Present: Tony Vegnani, Lincoln Heineman, Al Bangert, Chris Carchia, Peter Gates, Steve Jarzembowski, Paul Donlan, Ron Griffin, Nancy Holt, Pam Avitabile

The Meeting was called to order at 6:18 p.m.

**SCHEDULED ITEMS:**

Accept Agenda

**Vote to approve agenda. Motion by Mr. Donlan second by Mr. Heineman Unanimous Vote**

Review of FY18 YTD.

**Nancy Holt provided an update on FY18 YTD expenses and revenues.**

Review/Revise/Approve FY19 Forecast.

**Discussion of first draft of FY19 forecast. Discussion of new growth estimate from Steve Jarzembowski. Ms. Holt reviewed the revenue & assumptions for FY19 and the forecast components. Open issues identified as health insurance which would be the average of the MIIA Trust and that figure would be announced at the MMA conference in late January 2018. The unemployment estimate for FY19 at \$65,000 was identified as an estimate that may need to be revised as the budget progressed. Other items to research include base line local receipts calculation, building permit fees, hotel/motel use tax estimates from DOR and SSVT enrollment trend.**

Other Business.

**Move to adjourn at 7:05 p.m. Motion by Mr. Bangert second by Mr. Donlan.  
Unanimous.**

Respectfully Submitted,

Nancy Holt  
Recorder