

DANVILLE BUDGET COMMITTEE

Minutes of our September 22nd, 2015 meeting

Chairman Tom Billbrough, Sr. called this organizational meeting of the FY2015 Danville Budget Committee to order at 7:32 PM, with the following members present:

K. Beattie	Present	J. Russo	Present
T. Billbrough	Present	J. Steenson	Present
G. Manos **	Present	Selectmen's Rep.*	Present

* S. O'Neil

We started with a discussion regarding our past use of the "80/20" rule – the statistical fact that 80% of the dollars spent are in 20% of the budget line items. The adoption of this as a basis for budget review means that you can review 80% of the dollars proposed in a budget by reviewing the budget requested by the top 20% of the accounts. This has worked successfully in the past, and again the committee agreed to adopt this as our plan for budget review. Additionally we will review any budget that is more or less than 10% of the previous year's funding. Lastly, we will review any budget that any BudCom member requests.

Next we agreed that the Meeting Rules will be the committee's interpretation of *Robert's Rules*.

We then discussed and agreed that all proposed budgets should be zero dollar based with adequate justification required for all proposed line-item expenditures.

There was some discussion on how to fill the 4 vacant BudCom positions. Tom agreed to write a "letter to the editor" to the Carriage Towne News, and to place a request on the Town Cable Channel.

Shawn stated that he would be the primary BoS representative, with Kim as his back-up. We also agreed that four members (inclusive of the Selectmen's Representative) will constitute a quorum.

Lastly Shawn made a motion to have Tom Billbrough and Jeff Steenson continue as Chairman and Vice-Chairman respectively. John seconded the motion, which passed unanimously after Tom and Jeff agreed to accept the positions.

Our set the date of our next meeting as October 27th, 2015 at 7:30 PM in the Town Hall.

With nothing further to discuss, the meeting adjourned at 8:04 PM.

Respectfully Submitted

Tom Billbrough, Sr.
Chairperson