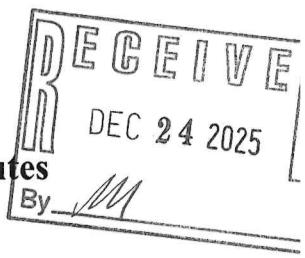


Regular Meeting Board of Finance (BOF) 23 Dec 2025 Meeting Minutes



The meeting was called to order at 7:00 PM

**Present:** Kip Finch, Mark Johnson, Michael Gacek and Michael Schwarzchild

**Agenda:**

1. Call to Order
2. Review 2026 Calendar
3. Selectman's Update
4. Treasurer's Reports
5. Approve Minutes
6. Other New Business
7. Adjourn

**Motions:**

- Motion by Kip Finch to seat alternate Michael Gacek for Hunter Weik, seconded by Mark Johnson and passed unanimously.
- Motion by Mark Johnson to seat alternate Michael Schwarzchild for Scott Pottbecker, seconded by Kip Finch and passed unanimously.
- Motion by Michael Gacek to accept the 2026 calendar with proposed changes for September dates, seconded by Michael Schwarzchild and passed unanimously.
- Motion by Mark Johnson to approve the 25 Nov 2025 Board of Finance Meeting Minutes, seconded by Michael Gacek and passed unanimously.

There was no public comment.

**The meeting was motioned to adjourn at 7:26 PM by Mark Johnson, seconded by Michael Gacek and passed unanimously.**

**Key Points**

- The 2026 meeting schedule was reviewed against federal holidays. Two corrections were made to the proposed schedule: September 9th was changed to September 8th and September 23<sup>rd</sup> was changed to September 22<sup>nd</sup> to maintain Tuesday meetings.

- Budget preparation materials were discussed for new members Michael Gacek and Michael Schwarzchild to have more historical context.
  - Departments typically request increases for variable costs like fuel, road maintenance materials, sand, and electricity, with union-negotiated salary increases sometimes resolved after initial budget submissions.
  - Department heads will submit their budget requests in January-February, with the Board of Finance review process occurring primarily in April, May, and June before the new fiscal year begins.
  - The board discussed selectively bringing department heads to present their budgets, focusing on departments with significant increases, unusual requests, or when board members have specific questions. Plans were made to have more department head presentations this year to help new board members get acquainted with town operations and key personnel.
  - Previous years have included presentations from the fire department for truck purchases, highway department, transfer station, Beach and Rec, senior center, and library depending on budget changes.

#### **Action Items**

- None