

October 18, 2023

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Meeting of Finance Committee held on Wednesday, October 18, 2023, beginning at 6:00 p.m. in the Selectmen's Conference Room, Town Hall.

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Members present: Darlene Cincone, Aneta Lombardi, Tony Sanches and Susanne Boyea

TOWN OF LUDLOW

Members excused: Matais Goncalves

Mr. Shawn Teece was also present.

First Order of Business: The Pledge of Allegiance

At this time, Mr. Teece discussed the 2025 budget. All departments received Level 1 budgets which are due back on November 15<sup>th</sup>. New positions or reclassification requests were due to Human Resources back on October 13<sup>th</sup>. There are 4-5 positions; details will be shared with the Finance Committee in the near future. By November 20<sup>th</sup>, the Town Administrator will be presenting departmental capital requests to the Capital Improvement Planning Committee (CIPC). December 1<sup>st</sup> is when Department Heads enter Level 1 budgets into Munis software. Level 1 budget will be shared with the Finance Committee at the next meeting in November.

Other correspondence: an invoice from MMA was presented to the committee regarding annual dues in the amount of \$295.00. The invoice was approved by Mr. Sanches and presented to Mr. Teece for payment.

Moved by Ms. Cincone, seconded by Ms. Boyea to approve and sign the Finance Committee Minutes of September 20, 2023, as indicated.

Vote: 4-0-0 in favor

Moved by Ms. Cincone, seconded by Ms. Boyea to adjourn the Finance Committee Meeting at 6:15 p.m. Vote: 4-0 in favor.

Aneta Lombardi

Susanne M. Boyea

Darlene Cincone

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Ludlow Finance Committee