**Essex Finance Committee**

**Tuesday November 19, 2019**

**Essex Elementary School Conference Room 7:00 P.M.**

**Minutes**

Members present: Ben Buttrick, Allison Williard, Rob Fitzgibbon, Guy Bradford, Michael Flynn.

Public Observers: Jeff Soulard, Dawn Burnham, Christina Bruce, Kate Sundquist

1. Review and approve – October 8, 2019 minutes and November 18, 2019 minutes. Motion made, seconded and unanimously approved.
2. Review and approve Line Item Transfer requests. No Requests.
3. Review and approve Reserve Fund Transfer requests. No Requests.
4. Discussion regarding 28 Main Street Town Property Lease. Discussion ensued regarding operating hours of the museum, and lease rent versus allocation of renovations made by the lessee and amount of renovations paid for by Community Preservation. Finance Committee will continue discussion in the future.
5. Meet with Essex Youth Commission (Christina Bruce and Kate Sundquist). Discussion ensued regarding vision of Youth Commission and scope of coordinator role. Discussion continued with regards to a future business plan and meeting with Board of Selectmen in the future to discuss goals.
6. Items that could not be reasonably anticipated by the open meeting law posting deadline. No items.
7. Public Comment
8. Adjourn. Motion made, seconded and unanimously approved.