

**APPROVED**  
**MINUTES OF 9/24/09**  
**RANDOLPH BUDGET COMMITTEE**  
**MEETING MINUTES**

Date: 09/24/2009

Time: 6 PM

Location: Randolph Technical Career Center at 17 Forest Street/Technical Academics Room

Attending: Carol Flint, Michael Penrod, Judith Soules, Gary Champy, Sheila Jacobs, Michael DeCubellis

- Approved Minutes of 4/16/09
- Introduction of Mike DeCubellis, Finance Director, Town of Randolph
- Review of Current Budget Status
- Review FY2011 Budget Process
  - Gary invited us to visit Water Sewer Plant for more knowledge of their budget
  - We would like to get all budgets from Department Heads on Tuesday's, two days before we meet to review the budget so we have the opportunity to formulate questions.
  - Cindy will email the Budget Comm. members when budget documents are ready to be picked up at the Town Office
  - Gary will provide the Department schedule that was used last year. Some budgets will require one entire evening to review, and other budgets will have 20 minute time slots.
  - Discussion on the importance of having the budget layout consistent with the Town Report
  - We will be meeting each Thursday beginning 10/15/09 until November 19<sup>th</sup>. At that time we hope to have the budget review process complete
  - **We will meet again on Thursday, October 15<sup>th</sup> at 6 PM RTCC Technical Academics Room**

Meeting adjourned at 8:00 PM