



Upper Valley Lake Sunapee Regional Planning Commission

Minutes of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)

Finance Committee Meeting

Wednesday, May 27, 2015

UVLSRPC Offices • 10 Water Street • Lebanon, NH

Approved July 22, 2015

Committee Members Present:

Thain Allan, Grantham
Kate Connolly, Hanover
Peter Guillette, Grantham
Jeff Kessler, Newport
Harry Pease, Orford

Others:

Nate Miller, Executive Director
Greg Somoff, Finance Manager
Chris Courtemanche, Administrative Assistant

I. Call to Order

Peter Guillette called the meeting to order at 4:00 PM.

II. Minutes of the meeting from April 22, 2015

Kate Connolly moved to approve the minutes of April 22, 2015. Harry Pease seconded and the motion was passed unanimously.

III. Review April Financial Reporting Package:

Greg Somoff reviewed highlights, trends and issues from the April Financial Reporting Package. Nate Miller noted that we are on target and current with billing.

Jeff Kessler asked why the Retirement is down, Nate reported that it is due to Christine, Yutian, and Rachel being removed from the plan. Nate also noted that Meghan has been hired full-time effective July 1, 2015 and will be enrolled in the retirement plan at that time. Greg and Amber will be enrolled in January 2016.

IV. Other Business

Nate Miller reviewed the current draft budget for Fiscal Year 2016. Nate also noted that as of today, the budget is 90% covered.

Greg asked if anyone had questions regarding the Audit proposals. *After some discussion Thain Allan moved that the Finance Committee recommend to the full Commission on June 17th that we keep Melanon Heath as our auditor. Kate Connolly seconded and the motion was passed unanimously.*

VII. Adjourn

Kate Connolly moved to adjourn the meeting. Thain Allan seconded. Meeting adjourned at 4:55 PM.

Minutes prepared by Chris Courtemanche