

**TOWN COUNCIL  
ADMINISTRATION & FINANCE, HEALTH AND HUMAN SERVICES  
SUB-COMMITTEE MEETING  
TOWN COUNCIL MEETING ROOM  
FEBRUARY 6, 2013 7:00 PM  
DRAFT MINUTES**

Present: Kevin Donohue, Mark Doyle, Christel Donahue, Tony Fantoli, and Joseph Underwood

1. Meeting was called to order at 7:00 PM precisely
2. There was no Citizens or delegation comments
3. The minutes of the January 2, 2013 meeting were approved unanimously
4. Mr. Beets gave an update on the Town Audit. There are some challenges but it is moving toward completion.
5. There was no update on the Finance Department evaluation but one will be available for the March 6 meeting.
6. A discussion led by Neal Beets went over the status of the Senior Center. The Board of Access has approved in principal the transfer of the existing building as part of the in-kind services. Also the bids came in and it will be too expensive to use the west section of the building so the current Access section is the target. The application process is on-going but Mr. Beets is optimistic that funds are still available and that this project has the ingredients that the State is looking for.
7. Mary DeMarco presented the outside agency grant list. There were a number of questions and in the end the Committee voted unanimously to recommend it to Town Council.
8. Christel Donahue went over her desire to update the list of town officials on plaques and in pictures. Mr. Beets said he would look into it.
9. The budget process was reviewed by Mr. Beets.
10. The meeting adjourned at 8:35PM on motion by Mr. Fantoli seconded by Mr. Doyle.