

FINANCE COMMITTEE MEETING MINUTES
June 21, 2010

Attending:

Mayor Matthew Arnett
Councilor William Shakespeare
Councilor Jean Lawlis
Councilor Shannon Flavin Cox
Councilor Andre Cushing
Councilor Thomas Brann
Susan Lessard, Town Manager

1. The minutes of the June 7, 2010 meeting were declared approved following a motion by Councilor Cushing. No objections were raised.
2. The warrants were reviewed and signed by Finance Committee members.
3. The Financial Statements for the month of May were presented by the Town Manager. There were no questions from Committee members.
4. Old Business
 - a. Personnel Policy – The Town Manager outlined the Personnel Policy for the Town of Hampden for the Committee. The Policy was originally adopted in 1986 and has been modified nine times since then. It outlines the workplace rules as well as the policies that govern those employed here. The Finance and Human Resource Officer has created a draft Employee Handbook as an offshoot of the Personnel Policy that is currently in progress and which will become incorporated in the orientation process for new employees. Committee members were urged by the Mayor to read and familiarize themselves with the policy so that they would have a good understanding of the rules that the employees must follow in their employment with the Town.
5. New Business
 - a. Goodwill Riders Snowmobile Club – The Committee discussed the request by the Club for \$1,000 toward the cost of siding and roofing the old Fire Station on Western Avenue that is still owned by the Town but which the Club uses for storage. Motion by Andre Cushing, seconded by Tom Brann to award the Snowmobile Club \$1,000 for the siding replacement project to be taken from Fire Department Building Reserve. Vote 5-1.
The issue of Town support for the upkeep of town-owned buildings that are leased to others, as well as local historic

buildings owned by non-profit groups was referred to the Planning and Development Committee.

6. Public Comment – None

7. Councilor Comment –

- a. Councilor Cushing would like an inventory of open space owned by the Town as well as a more clearly defined plan for how to manage it. That topic will be discussed at an upcoming meeting and also by Planning and Development.
- b. Councilor Brann commented on the positive progress being made on the Mayo Road Project.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Susan Lessard
Town Manager