

FINANCE COMMITTEE MEETING MINUTES

Monday, October 3, 2011

Attending:

Mayor Janet Hughes	Councilor Andre Cushing
Councilor Tom Brann	Councilor William Shakespeare
Councilor Jean Lawlis	
Councilor Kristen Hornbrook	

1. Review Minutes of 9/19/2011 – The minutes were reviewed and approved by consensus.
2. Review & Signature of Warrants – Committee members reviewed and signed the payment warrants.
3. Old Business
 - a. Code of Ethics/Council Rules Review – Mayor Hughes provided a draft of the Code of Ethics for review by the Committee incorporating changes that had been suggested as part of earlier meetings and using language from Codes of Ethics from other communities (copy attached). There was discussion as to whether there should be a standing Board of Ethics, an assembled-as-needed Board of Ethics, or no Board of Ethics. There was also concern expressed over the language still presented in the political activities section of the Code. Committee members were asked to review the draft and be prepared to discuss it at the 10/17/2011 Finance Committee Meeting.

Also mentioned under this item was the need for a policy on email use and how the Freedom of Information act related to email.
 - b. Personnel Handbook – This item was postponed until 10-17 due to lack of time.
 - c. Comp Plan Costs – Councilor Hornbrook – The Town Manager presented the information supplied by the Town attorney in response to questions regarding funding for the comp plan. According to the Town Attorney, the Host Community Benefit account was authorized in a vote in 2006, but the \$35,000 limit authorized in a separate motion has been exceeded by \$5,479.68. Motion by Councilor Brann, seconded by Councilor Lawlis to recommend to the full council that the expenditures over the \$35,000 limit be paid from Host Community Benefit. Vote 5-1 (Hornbrook).

4. New Business

- a. Penquis Funding Request – The Town Manager explained that Penquis had contacted the Town about providing a letter to them in regard to funding of a CAST program at Hampden Academy. The request was for \$20,000, and Penquis understood that there was no budget for such an expenditure, however, they needed a formal letter from the Town turning down the request in order to apply for a grant for the program. Motion by Councilor Shakespeare, seconded by Councilor Brann to recommend to the full council that the funding request from Penquis be denied. Vote 6-0.

5. Public Comment –

Alex King expressed concern over the Council decision to consider Outside Agency funding at the time of the next budget. He indicated that he would begin a referendum process if necessary in order to have this subject addressed prior to the budget consideration. Some committee members indicated that they were willing to discuss this subject prior to budget. This subject will be put back on the Finance Committee agenda for further consideration.

Jeremy Williams suggested not using email for any confidential documents to avoid potential problems with such information becoming part of the public record. He suggested providing such documents in writing to Councilors clearly marked as confidential.

6. Committee Member Comments

Councilor Shakespeare noted that some of the lights in the parking lot were not functional, and some of the lights in the Council Chambers were not functional as well.

Councilor Cushing stated that he listens to constituents concerns but it is not always possible to vote the way a specific individual wants, that he has to consider the impact and fairness to all residents.

Councilor Lawlis stated that she would be willing to discuss the Outside Agencies subject again and develop a more standardized way of handling such requests.

Respectfully submitted,

Susan Lessard
Town Manager