

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, June 17, 2013

6:30 p.m.

Hampden Town Office

1. Meeting Minutes
 - a. June 3, 2013
2. Review & Sign Warrants
3. Financial Statements – May 2013
4. Old Business
5. New Business
6. Public Comment
7. Committee Member comments

FINANCE & ADMINISTRATION COMMITTEE MINUTES

Monday, June 3, 2013

Attending:

Councilor Tom Brann	Councilor Jean Lawlis
Councilor David Ryder	Town Manager Susan Lessard
Councilor Carol Duprey	Public Works Director Chip Swan
Councilor William Shakespeare	Mayor Janet Hughes

The meeting was opened at 5:40 p.m. by Mayor Hughes.

1. Meeting Minutes May 20, 2013 – Motion by Councilor Lawlis, seconded by Councilor Brann to approve as presented.
Unanimous vote in favor.
2. Review & Sign Warrants – Warrants were reviewed and signed by the Committee.
3. Old Business
 - a. 2013/2014 Budget – The Town Manger presented information regarding the Pool Enterprise Account, the Library endowment, the Recreation Enterprise Account and the Skehan Center Enterprise Account budgets. Councilor Ryder asked for additional information regarding the library endowment with respect to how much annually is taken from the endowment for books and programming. The Manager will get that information and provide it to the Committee. There were also questions regarding the Pool and how many memberships it had, as well as what percent of the residents use the facility. Questions related to pool use/funding are on the Town survey and that information will hopefully give the Council a better understanding of the public's view of the pool. Questions were raised concerning the cleaning budget associated with the Skehan Center as well. The manager will have the Recreation Director address that issue with the Committee.
 1. Pool Endowment
 2. Library Endowment
 3. Recreation Enterprise Account
 4. Skehan Center Enterprise Account
 - b. Bus Ridership Report – The Town Manager presented the ridership information related to the bus broken down by fare type so that Councilors could better understand the usage

patterns of people who utilize the bus. It was mentioned that the bus schedule posted is not current to include Saturday service. The Manager will contact the BAT system and ask for it to be updated.

- c. Public Works Truck Bid Results – Public Works Director Chip Swan presented the recommendation of the Infrastructure Committee to award the truck bid to Whited for \$73,239.80. The recommendation for financing of the vehicle is for a 3 year lease-purchase. Motion by Councilor Shakespeare, seconded by Councilor Brann to recommend to the full Council that the truck bid be awarded to Whited for \$73,239.80 to be funded as a three-year lease purchase. Unanimous vote in favor.

4. New Business - None
5. Public Comment - None
6. Committee Member comments – None

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

Respectfully submitted,

Susan Lessard
Town Manager