

FINANCE & ADMINISTRATION COMMITTEE MEETING

Tuesday, February 19th, 2019
6:00 P.M.
Hampden Town Office

MINUTES

Councilor Wright, Chair
Mayor McPike
Councilor Ryder
Councilor Wilde
Councilor Marble
Councilor Jarvi
Councilor McAvoy

Jim Chandler, Town Manager
Paula Scott, Town Clerk
Kelly Karter, Tax Assessor
Kate Grossman, Attorney
Peggy Brown
News reporter

Chair Wright called the meeting to order at 6:00 p.m.

1. Approval of Minutes

- a. **February 4, 2019** – *Councilor Marble made a motion, seconded by Councilor McAvoy, to approve the minutes of Feb. 4th. Unanimous, 7-0.*

Councilor Jarvi made a motion, seconded by Councilor McAvoy, to suspend the rules and move to item 4-a on the agenda. Unanimous, 7-0.

2. Review & Sign Warrants

3. Unfinished Business

- a. **Council rules review – standing item**
- b. **Request for Input from Council for the Agenda and Structure of the “Council Goals Setting Session” scheduled for Saturday, March 30, 2019 – Request of the Town Manager and Staff** – *Council will have agenda items to the Manager by Thursday the 27th for inclusion on the March 4th agenda.*

4. New Business

- a. **Discussion of a request to Council for a potential abatement of personal property taxes for the White House Motel, Inc. – Request of White House Motel, Inc. and Town Assessor Kelly Karter** – *After the Chair’s reading of the item, Councilor Wilde requested to recuse himself from the vote due to a potential conflict of interest with regard to selling insurance to the White House. After discussion, Committee voted 4-2 that*

the recusal was not necessary. Councilor Wilde stated he would abstain. Committee members were given information from Peggy Brown regarding their request for an abatement and spoke to the Committee. (Attached, Exhibit A) Attorney Grossman who explained the process, the 706 statute and section 841 of Title 36. She answered questions about the appropriateness of Council granting the abatement, citing the elements of the statutes. Assessor Karter was asked to approach the podium after handing out information to the Committee. (Attached, Exhibit B) Committee members asked her to explain BETE and BETR. Mayor McPike questioned the Assessor. Chair Wright called for questioning to cease. After a final statement from Peggy Brown, Chair Wright requested the Committee move on as there is no legal standing for the abatement. Committee consensus was to move on to 4-b.

- b. **Recommendation authorizing the Town Manager to enter into a contractual agreement with Coastal Resources of Maine, LLC to accept single-sort recyclables from the Town at the Fiberright facility – Request of the Town Manager and Public Works Director Sean Currier** – *Prior to consideration of this item, Chair Wright requested to recuse herself from the vote citing a potential conflict of interest due to her involvement as the consultant and director of the program. After discussion, Committee stated the recusal was not necessary. Manager Chandler reported that the agreement was reviewed by legal counsel with no concern. Councilor Marble made a motion, seconded by Councilor Jarvi, to recommend Council authorize the Town Manager to sign the agreement with Coastal Resources of Maine as stated. Unanimous, 7-0.*
- c. **Recommendation authorizing the Town Manager to enter into a contractual agreement with Maine Department of Transportation regarding the Town's portion of the Federally funded Route 1-A and Grist Mill Bridge project – Request of Public Works Director Sean Currier** – *Councilor Wright made a motion, seconded by Councilor Ryder, to recommend Council authorize the Town Manager to sign the two-party agreement with Maine DOT for the Route 1-A and Grist Mill Bridge project. Unanimous, 7-0*
- d. **Report to Council regarding potential acquisition of Foreclosed Properties by the Town – Request of the Town Manager/Treasurer** – *The Town Manager reported the status of properties that are facing foreclosure. There were originally 24 but now only four properties remain. No action needed.*

5. Manager's Items

- a. **Public Safety Director Recruitment Announcement and discussion of the selection process – Requested by Mayor McPike** - *Manager Chandler reported on the status of the selection process for the new Public Safety Director*

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- b. **Update on outstanding legal issue related to 114 Old County Road – Request of the Town Attorney & Town Manager** – *Manager Chandler reported that the trial management date is scheduled for June 6th.*
 - c. **Budget Review Schedule of Public Sessions for Council Review of Departmental Lines of Business in the FY20 Proposed Budget – Request of the Town Manager** – *Councilor Jarvi noted a conflict in the schedule on May 15th which is the same date as the RSU final budget meeting. Manager Chandler will revise and report back.*
 - d. **Informational Item, Job Description for the Town Manager** – *Request of the Councilor Wright - Item passed over*
 - e. **Informational Item, Review of Council-Staff Relations, and structural changes to the Administration, Public Works & Public Safety Departments** – *Request of the Town Manager – Item passed over*
6. **Public Comment** - *None*
 7. **Committee Member Comments** - *None*
 8. **Adjournment** – *With no other business to attend, the meeting adjourned at 7:00 p.m.*

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk