

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday March 18th, 2019

6:00 P.M.

Hampden Town Office

MINUTES

Attending:

Councilor Wright, Chair

Mayor McPike

Councilor Wilde

Councilor Ryder

Councilor Marble

Councilor Jarvi

Councilor McAvoy

Town Manager Jim Chandler

Town Clerk Paula Scott

DPW Director Sean Currier

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

1. Approval of Minutes

- a. **March 4, 2019** – *Councilor McAvoy made a motion, seconded by Councilor Marble to approve the March 4th minutes. Motion carries, 6-0-1 with Mayor McPike abstaining because he wasn't in attendance.*

2. **Review & Sign Warrants** – *Committee members reviewed and signed the disbursement warrants.*

3. Unfinished Business

- a. **Council rules review – standing item – passed over**
- b. **Draft agenda & structure of “Council Goals Setting” for Saturday, March 30, 2019 – requested by Manager Chandler** – *Committee members made suggestions to the order of the agenda, suggesting core values in the beginning and budget highlights at the end.*

4. New Business

- a. **Recommend award of contract to Maine Earth for road reconstruction of School House Lane – Requested by Sean Currier, DPW Director** – *Councilor Wright made a motion, seconded by Councilor Wilde to award the contract for road reconstruction of School House Lane to Maine Earth. Motion carries 5-2 with Councilor McAvoy and Councilor Ryder opposed.*

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- b. Committee consideration and recommendation for hiring a replacement full-time employee for the position of Community & Economic Development Administration Support Clerk (replaces Danielle Simons) – requested by Manager Chandler** – *Councilor Marble made a motion, seconded by Councilor Wright to recommend hiring a replacement full-time employee for the position of Community & Economic Development Administration Support Clerk. Councilor McAvoy called for a point of order citing an improper arrangement between motion and discussion. After debate, Councilors Wright and Marble withdrew their motion and second. Manager Chandler proceeded to present to the Committee the basis of the request. At the conclusion of the presentation, Councilor Marble made a motion, seconded by Councilor Wilde, to recommend hiring a replacement full-time employee for the position of Community & Economic Development Administration Support Clerk. Motion carries 5-2 with Councilor McAvoy and Councilor Ryder opposed.*
- 5. Manager's Items** – *Manager Chandler spoke briefly about the status of the recruitment for the Public Safety Director.*
- 6. Public Comment** - *None*
- 7. Committee Member Comments** - *None*
- 8. Adjournment** – *Councilor Ryder made a motion, seconded by Councilor Marble, to adjourn at 6:58 p.m.*

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk