

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, May 7th, 2018

MINUTES

Hampden Town Office

Attending:

*Councilor Terry McAvoy, Chair
Councilor Mark Cormier
Councilor Dennis Marble
Councilor David Ryder
Councilor Stephen Wilde*

*Town Manager Angus Jennings
Town Clerk Paula Scott
Myles Block, CEO
Resident Eric Jarvi
Resident Greg Dresser
Resident James Larson*

Chairman McAvoy called the meeting to order at 6:00 p.m.

1. Meeting Minutes

- a. **April 17th, 2018** – *There was a motion and a second to approve the minutes. Approved 5-0.*

2. Review & Sign Warrants – *Warrants were reviewed and signed.*

3. Old Business – *None.*

4. New Business

- a. **Recommend Council authorization for the expenditure of \$600 from IT Reserve (3-711-00) for paying for the Payport interface for credit cards** – *Chairman McAvoy introduced the topic, and noted that it seems like a lot of money for fees. Manager Jennings clarified that the request is for hardware that will allow the credit card acceptance to interface with the TRIO accounting system, and will provide this interface for multiple work stations. There was a motion by Councilor Ryder seconded by Councilor Wilde to recommend Council authorization for the expenditure of \$600 from IT Reserve for paying for the Payport interface for credit cards. Motion passed 5-0.*
- b. **Recommend Council award of the Coldbrook Storm Drain Project contract to Eastwood Contractors in the amount of \$27,000 – referral from Infrastructure Committee** – *There was a motion by Councilor Marble seconded by Councilor Ryder to recommend Council award of the Coldbrook Storm Drain Project contract to Eastwood Contractors in the amount of \$27,000. Motion*

passed 5-0.

- c. Recommend Council award of the Mold Remediation and Restoration bid to Eastern Mold Remediation, Inc., and request for authorization for the expenditure of \$5,000 from Municipal Building Reserve (3-702-00) for the purpose of paying for mold remediation and related expenses – referral from Infrastructure Committee** – *There was a motion by Councilor Marble seconded by Councilor Ryder to recommend Council award of the Mold Remediation and Restoration bid to Eastern Mold Remediation, Inc., and request for authorization for the expenditure of \$5,000 from Municipal Building Reserve for the purpose of paying for mold remediation and related expenses. Chairman McAvoy said that he believes these two actions should be taken up as separate motions, and Manager Jennings agreed this would be in order. The original motion was withdrawn, and there was a new motion by Councilor Marble seconded by Councilor Ryder to recommend Council award of the Mold Remediation and Restoration bid to Eastern Mold Remediation, Inc., in the amount of \$72,176. Councilor Wilde asked about the wash bay and Manager Jennings said that was an add/alternate to the bid and was not recommended at this time due to lack of available funding. The motion passed 5-0. There was a motion by Councilor Marble seconded by Councilor Wilde to recommend Council authorization for the expenditure of \$5,000 from Municipal Building Reserve for the purpose of paying for mold remediation and related expenses. The motion passed 5-0.*
- d. Petition to authorize an additional agency liquor store in Hampden** – *Manager Jennings provided background on the initiative to request State authorization for an additional liquor store in Hampden. Members of the Committee expressed support for this effort. There was a motion by Councilor Cormier seconded by Councilor McAvoy to send a letter/petition to the State to make this request. The motion passed 5-0.*
- e. Town Manager’s presentation of proposed FY2019 Budget** – *Manager Jennings presented a summary of the proposed budget included in the meeting packet and posted to the Town website, and circulated a list of both expense and revenue items with the largest proposed changes (up or down) from the current FY18 budget. It was noted that the size of the proposed school funding increase was stunning. There was discussion of several items of the proposed budget.*

Resident Greg Dresser of 11 Schoolhouse Lane expressed concern about the condition of Schoolhouse Lane, noting that stormwater

erosion is tunneling out beneath the road surface on the south side of the road. He said he thinks the whole road should be reconstructed. During discussion, Councilor Ryder said that the majority position in last week's Infrastructure Committee meeting was to do ½ the road, then look at the other side next year. Manager Jennings noted that this item would be a topic of discussion at upcoming budget meetings. Councilor Wilde said he supported reconstructing the whole road. Resident James Larson of 26 Schoolhouse Lane said he lives on the north side of Schoolhouse and that if the water is not captured it will continue to cause damage during heavy rain.

5. Public Comment – None.

6. Committee Member Comments – None.

7. Adjournment

There being no further business, the meeting was adjourned at 6:59 PM.

Respectfully submitted –
Angus Jennings, Town Manager