

Town of Hampden

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, June 3rd, 2019

6:00 P.M.

Hampden Town Office

MINUTES

Attending:

Councilor Wright, Chair

Councilor Marble

Councilor McAvoy

Councilor Jarvi

Councilor Ryder

Councilor Wilde

Mayor McPike

Jim Chandler, Town Manager

Paula Scott, Town Clerk

Debbie Lozito, Library Director

Shelley Abbot, Rec. Director

Chris Bailey, Public Safety Director

1. Approval of Minutes

- a. None

2. Review & Sign Warrants

3. Unfinished Business

4. New Business

- a. **Recommend authorization for the expenditure of \$29,770 from Personnel Reserve account (3-733-00) for a separation of service payout for a retired employee – requested by Tammy Ewing, Finance Director** – Councilor Marble made a motion, seconded by Councilor Jarvi, to recommend the expenditure of \$29,770 from Personnel Reserve for a separation of service payout for a retired employee. Unanimous, 7-0.
- b. **Recommend authorization for the expenditure of an amount up to \$1,916 from Computer Reserve account (3-711-00) for the purchase of four computers for the customer service counter– requested by Manager Chandler** – Mayor McPike made a motion, seconded by Councilor Marble to recommend the expenditure of an amount up to \$1,916 from Computer Reserve for the purchase of four computers for the customer service counter. Unanimous 7-0.
- c. **Recommend authorization for the expenditure of \$158,802.50 from the Environmental Trust, Income for the purpose of reimbursement of eligible stormwater management expenses – referral from Environmental Trust Committee** – Councilor Jarvi made a motion, seconded by Councilor Marble to recommend expenditure of \$158,802.50

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from Environmental Trust for the reimbursement of eligible stormwater management expenses. Unanimous, 7-0.

- d. Recommend Council approval of the Edythe L. Dyer Library Internet Acceptable Use Policy – requested by Debbie Lozito, Library Director** – Councilor Wright made a motion, seconded by Councilor Marble, to recommend the approval of the Edythe L. Dyer Library Internet Acceptable Use Policy. Unanimous, 7-0.
 - e. Recommend Council approval of the restated Bylaws of the Edythe L. Dyer Community Library Board of Trustees – requested by Debbie Lozito, Library Director** – Councilor Wright made a motion to recommend approval of the restated bylaws of the Edythe L. Dyer Library. Unanimous, 7-0. Councilor Wright made a motion to amend to recommend approval with correction to a typographical error, seconded by Councilor Jarvi. Unanimous, 7-0.
 - f. Final review and discussion of the proposed FY20 Budget, including Sewer Budget and Capital Plan** – Committee members reviewed the proposed budget. The Retirement Health Savings Account was omitted in error in 2019 which Manager Chandler discovered. This led to an additional \$20,264 added to the FY20 proposed. Discussed the pay scale and information requested regarding the Police Department.
 - g. Recommend Council referral of the proposed FY20 Budget, including Sewer Budget and Capital Plan to public hearing** – Councilor Marble made a motion, seconded by Councilor Wright, to recommend referral of the proposed FY20 budget to public hearing. Councilors Wright, Jarvi, Marble, and Mayor McPike voted in favor. Councilors McAvoy, Ryder and Wilde voted in opposition. Motion carries, 4-3
- 5. Manager's Items - None**
 - 6. Public Comment - None**
 - 7. Committee Member Comments - None**
 - 8. Adjournment** – With no further business, the meeting was adjourned at 6:55 p.m.

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Respectfully Submitted,

A handwritten signature in black ink that reads "Paula A. Scott". The signature is written in a cursive style with a large initial 'P' and 'S'.

Paula A. Scott, CCM
Town Clerk