

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, June 18th, 2018

MINUTES

Hampden Town Office

Attending:

*Councilor Terry McAvoy, Chair
Mayor Ivan McPike
Councilor Mark Cormier
Councilor Dennis Marble
Councilor David Ryder
Councilor Stephen Wilde
Manager Jim Chandler*

*Planner Karen Cullen
Town Clerk Paula Scott
DPW Director Sean Currier
Recreation Director Shelley Abbott
Several Citizen Observers waiting for
the Council Meeting
Former Manager Angus Jennings*

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

1. Meeting Minutes

- a. June 4, 2018 – There was a motion by Councilor Marble seconded by Mayor McPike to approve the minutes. Approved 6-0.*

2. Review & Sign Warrants

3. Unfinished Business – None.

4. New Business

In the absence of Ms. Abbott, committee agreed to pass over these two items pending her arrival, as she was delayed by the need to work a track meet. Actions below reflect discussion and ultimately the motions and votes taken after Shelley arrived.

- a. Recommend Council authorization for the expenditure of \$15,871 from the Recreation Area Reserve account (3-767-00) for the purpose of repair to outdoor basketball courts at the VFW Drive – requested by Recreation Director Shelley Abbott.*

Motion by Councilor McPike seconded by Councilor Marble to recommend referral to Council for authorization of requested funds for stated purpose. Motion passed 6-0.

- b. Recommend Council authorization for the expenditure of \$3,651 from the Recreation Area Reserve account (3-767-00) for the purpose of crack repair to the VFW tennis courts - requested by Recreation Director Shelley Abbott.

Motion by Councilor Marble seconded by Councilor McPike to recommend referral to Council for authorization of requested funds for stated purpose. Motion passed 6-0.

- c. Recommend Council authorization for the expenditure of \$1,415.85 from the IT Computer Reserve account (03-711-00) for the purpose of purchasing a Surface Pro tablet for the new town manager – requested by IT Specialist Kyle Severance.

Motion by Councilor McPike seconded by Councilor Wilde to recommend referral to Council for authorization of requested funds for stated purpose. Motion passed 6-0.

- d. Discussion on the verdict of the Service Charge litigation and whether to appeal further

Discussion focused on cost/benefit of pursuing further and Chairman McAvoy suggested the process of determining what constitutes student housing be investigated further, and others generally agreed. One observation included discussion about determining costs of public safety services to these locations. It was decided the manager would do additional research to determine the cost/benefit of pursuing the matter with another court appeal.

- e. Recommend Council referral to public hearing for July 2, 2018, amendments to the Fees Ordinance for applications for conditional use to reflect proposed amendments to the Zoning Ordinance – requested by Town Planner Karen Cullen

Discussion of the need to adopt a new fee structure to reflect the changes authorized in the updated Zoning Ordinance that has already been forwarded to Council for Public Hearing. It was decided the matter should be referred to the Planning & Development Committee for immediate action, so that the gap between adoption of the new ordinances and the implementation of the necessary complimentary fee structure, particularly fees related to Conditional Use Permits would be minimized. Consensus of the committee was to recommend the matter be handled as soon as practical, so the public hearing may be scheduled for July 2, 2018. Matter placed on the P&D Committee Agenda for June 20, 2018.

5. Public Comment – *None.*

6. Committee Member Comments – *None.*

7. Adjournment

Meeting adjourned at 6:48 PM.

Respectfully submitted –
Jim Chandler, Town Manager