

## FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, March 21, 2016

### MINUTES – DRAFT

*Attending:*

*Mayor David Ryder*

*Councilor Greg Sirois, Chair*

*Councilor Ivan McPike*

*Councilor Mark Cormier*

*Councilor Terry McAvoy*

*Councilor Dennis Marble*

*Councilor Stephen Wilde*

*Town Manager Angus Jennings*

*Recreation Director Shelley Abbott*

*Mayor Ryder, acting in place of Chairman Sirois (who had laryngitis) called the meeting to order at 6:02 p.m.*

- 1. Meeting Minutes – March 7, 2016 Meeting** – *There was a Motion by Councilor McAvoy seconded by Councilor Marble to approve the March 7, 2016 minutes as written. Approved 7-0.*
- 2. Review & Sign Warrants** – *Warrants were reviewed and signed by Committee members.*
- 3. Old Business** – *Mayor Ryder reminded the Committee members that, under the terms of the Town Manager’s contract, a 6-month evaluation must be provided. Committee members had been provided blank evaluation forms and were reminded to provide these directly to Mayor Ryder by the end of this week, who will then prepare an evaluation on behalf of the Council for discussion at the April 4 Finance & Administration Committee meeting.*
- 4. New Business**
  - a. TIF funds discussion** – *Manager Jennings summarized the discussion and Council action of the previous meeting at which time a FY16 budget adjustment was approved to transfer funds to the TIF account in an amount equal to meet the Town’s obligations under the Credit Enhancement Agreements. Tonight’s discussion is regarding whether to recommend transfer of the remaining TIF funds that are eligible for “shelter” to the TIF account in order to fund future eligible TIF costs (which are defined by Statute, and by the terms of enacted TIF agreements). Councilor McAvoy said that he favored leaving the funds in the General Fund due to the budget crunch. Councilor Cormier asked Manager Jennings his opinion. Manager Jennings acknowledged Councilor McAvoy’s concern about the budget crunch,*

*and shares his concern, but stated that because of how the TIF sheltering works, a TIF sheltered dollar is actually worth more than a dollar in the General Fund. Due to the budget crunch, the priority for use of TIF funds, in the Manager's opinion, should be focused on offsetting expenses that would otherwise be borne by the General Fund so as to maximize the value of the revenues. Councilor Wilde said that he'd like to see the TIF dollars put to good use. Councilor Sirois said that, in prior budget years, reserve funds have been drawn down and he felt we should not now go after the TIF funds that were intended for specific economic development purposes. Councilor Marble said that large scale TIFs like Emera were a relatively new endeavor for the Town. He said that the biggest benefit of TIF is the tax sheltering, and the ability to focus resources on specific needs. Motion by Councilor Sirois, seconded by Councilor Wilde to recommend Council approval of an FY16 budget adjustment of \$88,887.51 from unassigned fund balance to TIF. Approved 6-1 (Councilor McAvoy opposed).*

- b. IT reserve account re: MyRec.com** – *Director Abbott presented that the transition to online registration and payment will provide a convenience to customers of Recreation and Pool programs. Councilor McAvoy asked whether the associated fees would be borne by Recreation and Pool program revenues. Manager Jennings said that they would. Motion by Councilor Marble, seconded by Councilor Sirois to recommend that Council authorize \$4,495 from the IT Reserve Account to fund the MyRec.com software and setup, and two point-of-sale terminals for Recreation and Pool. Motion approved 7-0.*
- c. Funding proposals from Conservation/Recreation account** – *Mayor Ryder summarized the list of projects and expenses that had been discussed at last week's Services Committee which would be eligible for payment from the C/R account. Councilor Wilde said that he had heard some public concerns about the idea of a community center, and some support for adding a doorway to the Public Safety Training Room to allow it to again be used for community events. Councilor McAvoy said that the Ordinance that generated the contributions to this account over the years specified that the funds were eligible for use for recreation, and he didn't see a community center as eligible. Motion by Councilor Sirois to recommend that the Council authorize items 1 to 8 as presented in the meeting packet from the C/R account. Seconded by Councilor McAvoy. Mayor Ryder called for discussion, and Councilor Cormier said he's not sure the townspeople are ready for a community center or even if they want one. He suggested this issue would be appropriate for a referendum. Mayor Ryder said that without a set of plans we don't know what this would cost, or even if it would work on the Pool site. He emphasized that the work now is toward due*

*diligence to understand if there's a feasible proposal and site. Details are not known because we're at the very beginning stages of exploring an idea. Councilor Marble said that the allocation of \$800 toward plans, as proposed tonight, would not bind the Council to any future action or presuppose an outcome. Councilor Cormier said that he felt that portion of the funds could be better spent. Councilor Wilde said that we need to figure out the feasibility, including size and scope, of any potential building in order to figure out if a referendum vote is warranted. The initial motion was approved 6-1 (Councilor Cormier opposed).*

**5. Public Comment** – *None.*

**6. Committee Member Comments** – *None.*

*There being no further business, the meeting was adjourned.*

Respectfully submitted –  
Angus Jennings  
Town Manager