

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, August 6th, 2018

6:00 p.m.

Hampden Town Office

MINUTES – DRAFT

Attending:

Chair McAvoy

Mayor McPike

Councilor Cormier

Councilor Wilde

Councilor Marble

Councilor Wright

Councilor Ryder

Manager Chandler

Town Clerk Paula Scott

Chief Joe Rogers

CEO Myles Block

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

1. Meeting Minutes

- a. **July 16th, 2018** – *Councilor Marble made a motion, seconded by Mayor McPike, to accept the 7/16/18 minutes. Unanimous, 7-0.*

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

3. Unfinished Business - *None*

4. New Business

- a. **Recommend authorization for the expenditure of \$2,600 from Municipal Building Reserve Account (3-702-00) for the replacement of existing lighting in the Community Room – requested by DPW Director Sean Currier-** *Councilor Wright made a motion, seconded by Mayor McPike to recommend the authorization. Councilors McAvoy, Marble, Wright, Ryder, Cormier* and Mayor McPike voted in favor. Councilor Wilde voted in opposition. Motion carries, 6-1*

**(Omitted) Corrected 8/20/2018*

- b. **Recommend authorization for the expenditure of \$4,200 from Municipal Building Reserve Account (3-702-00) to decommission the hot water heater and re-pipe to the existing boiler – requested by DPW Director Sean Currier – Mayor McPike made a motion, seconded by Councilor Wright, to recommend the authorization. Unanimous, 7-0.**
- c. **Recommend authorization for the expenditure of \$2,000 from Municipal Building Reserve Account (3-702-00) to remove the existing VCT flooring and apply epoxy coating in the town office lobby – requested by DPW Director Sean Currier – Councilor Marble made a motion, seconded by Councilor Wilde, to recommend the authorization. Unanimous, 7-0.**
- d. **Recommend authorization for the expenditure of \$2,816 from Municipal Building Reserve Account (3-702-00) to remove the carpeting and apply epoxy coating in upstairs rooms of public safety – requested by DPW Director Sean Currier – Mayor McPike made a motion, seconded by Councilor Ryder to recommend the authorization. Unanimous, 7-0.**
- e. **Recommend authorization for the expenditure of \$1,200 from Municipal Building Reserve Account (3-702-00) for the installation of wiring and a switch to the town Christmas tree – requested by DPW Director Sean Currier – Councilor Marble made a motion, seconded by Mayor McPike, to recommend the authorization. Discussion followed regarding the cost, and to obtain other quotes. Discussion ceased, and the motion was brought to vote. Councilor Wright and Mayor McPike voted in favor. Councilors McAvoy, Cormier, Wilde, **Marble*** and Ryder voted in opposition. Motion fails, 2-5.**

** (Omitted) Corrected 08/20/2018*

- f. **Recommend authorization for the expenditure of \$3,500 from Municipal Building Reserve Account (3-702-00) for the installation of ADA compliant door openers for the Public Safety entrance - requested by DPW Director Sean Currier – Councilor Wright made a motion, seconded by Councilor Marble, to recommend the authorization. Unanimous, 7-0.**
- g. **Recommend Council referral to Public Hearing the proposed Ordinance Authorizing Appropriation and Borrowing of Funds to Finance Road and Bridge Improvements 2018 Roads and Bridges Bond – referral from Infrastructure Committee –**

Manager Chandler noted that he had forgotten to include a memo in the packet regarding this borrowing. (Attached as Exhibit A) Councilor Wilde made a motion, seconded by Councilor Marble to recommend approval of the Ordinance. Discussion followed regarding the cost breakdown of each item within the proposed bond/appropriation Ordinance. Manager Chandler spoke to the Route 1-A shortfall and the estimate on the signal. The clerk spoke to the cost estimates for signals that Old Town is facing due to losses during windstorm of 2017. Manager Chandler spoke to the increase to original estimates by Woodard & Curran on the minor bridge replacements. Manager Chandler stated that borrowing would only for what is needed if it falls below the requested amount of the bond. Discussion ceased, and the motion was brought to vote. Unanimous, 7-0.

5. Council rules review – Item 17.f – Continued from July 16th Finance & Administration meeting – Tabled until August 20th.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Paula A. Scott".

Paula A. Scott, CCM
Town Clerk