

## FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday September 17<sup>th</sup>, 2018

6:00 p.m.

Hampden Town Office

### MINUTES

Attending:

Chairman McAvoy

Mayor McPike

Councilor Cormier

Councilor Marble

Councilor Ryder

Councilor Wilde – arrived at 6:10 \*

Town Manager Chandler

Town Clerk Paula Scott

Absent:

Councilor Wright

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

#### 1. Meeting Minutes

- a. Sept. 4th, 2018 – *Councilor Marble made a motion, seconded by Councilor Ryder to approve the 9/4 minutes. Unanimous, 5-0.*

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

#### 3. Unfinished Business

- a. *Council rules review – standing item – Committee proposed starting at beginning of the Council Rules rather than Article 7. Members worked on the rules until the conclusion of the meeting.*

- i. *Adoption of proposed restructured Council Rules*
- ii. *Article 7- Council Committees*

#### 4. New Business

- a. Update on the status of the FEMA disaster reimbursement claim –  
*No action*
5. Manager's Items – *Discussed municipal building needs with committee. No action items.*
6. Public Comment - *None*
7. Committee Member Comments - *None*
8. Adjournment – *Chairman McAvoy adjourned the meeting at 6:55 p.m.*

*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

*\*corrected 10/15/2018*