

# Town of Hampden

## FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday November 19th, 2018

6:00 P.M.

Hampden Town Office

### MINUTES

*Attending:*

*Chairman McAvoy*

*Mayor McPike*

*Councilor Cormier*

*Councilor Wilde*

*Councilor Marble*

*Councilor Wright*

*Councilor Ryder*

*Town Manager Chandler*

*Town Clerk, Paula Scott*

*CEO, Myles Block*

*Resident Avery Caldwell*

1. Approval of Minutes
  - a. October 1<sup>st</sup>, 2018 – *Councilor Marble made a motion, seconded by Councilor Wright, to approve the 10/01/18 minutes. Unanimous, 7-0.*
  - b. October 15<sup>th</sup>, 2018 – *Councilor Wright made a motion, seconded by Councilor Marble, to approve the 10/15/2018 minutes. Unanimous, 7-0.*
2. Review & Sign Warrants – *Committee members reviewed and signed the disbursement warrants.*
3. Unfinished Business
  - a. Council rules review – *standing item*
4. New Business
  - a. Recommendation to Council regarding re-appointment of Avery Caldwell to the Board of Assessment Review – *Committee members spoke with Mr. Caldwell about this appointment and his past tenure. Councilor Wilde made a motion, seconded by Councilor Cormier, to recommend Council appointment of Avery Caldwell to the Board of Assessment Review. Unanimous, 7-0.*
  - b. Recommendation to Council regarding appointment of Kristie Foster to the Personnel Appeals Board – *Councilor Marble made a motion, seconded by Councilor Wilde, to recommend Council appointment of Kristie Foster to the Personnel Appeals Board. Unanimous, 7-0.*
  - c. Recommend Council authorization for the expenditure of \$525 from Computer IT Reserve account 3-711-00 for the postage meter lease -

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*Councilor Wilde made a motion, seconded by Mayor McPike, to recommend Council authorization for the IT Computer reserve account expenditure for the postage meter. Unanimous, 7-0.*

- d. Recommend Council ratification of the affirmative vote of August 6<sup>th</sup> for the authorization for the expenditure of \$1,863 from Matching Grant Reserve account 3-780-00 for the Town's share of the Assistance to Firefighters Grant for fitness equipment – *Councilor Marble made a motion, seconded by Councilor McAvoy to recommend Council ratification of the affirmative vote of August 6<sup>th</sup> for the Matching Grant reserve expenditure for the fitness equipment. Unanimous, 7-0.*
  - e. Recommend Council authorization for the expenditure of \$21,000 from Equipment Reserve account 3-71700 for the purchase of the public works (cemetery) pickup truck #57 – *referral from Infrastructure Committee – Councilor McAvoy made a motion, seconded by Councilor Cormier, to recommend authorization for the expenditure from Equipment reserve account for the public works truck. Unanimous, 7-0.*
5. Manager's Items – *Manager Chandler reported that two public works trucks were broken down and the crew had to utilize the cemetery vehicle for back up. He noted that the new Deputy Treasurer, Sherry Murray is doing a great job and that it was a good hire.*
  6. Public Comment - *None*
  7. Committee Member Comments – *Chairman McAvoy noted that the recent Maine Town & City magazine reported on the new law regarding tax lien foreclosures. Mayor McPike informed Councilors that the Manager's 6-month evaluation is coming up on December 3. He will be getting evaluation forms to Councilors to complete prior to that meeting.*
  8. Adjournment – *With no other business, the meeting adjourned at 6:55 p.m.*

*Respectfully Submitted,*



*Paula A. Scott, CCM  
Town Clerk*