

FINANCE & ADMINISTRATION COMMITTEE MINUTES

Tuesday, September 4, 2012

Attending:

Mayor Janet Hughes	Town Manager Sue Lessard
Councilor Andre Cushing	Public Works Director Chip Swan
Councilor Jeremy Williams	Councilor Shelby Wright
Councilor Jean Lawlis	

The meeting was opened at 5:50 p.m. by Mayor Hughes.

1. Minutes – 8/20/2012 – No changes or corrections were made to the minutes. Approved as presented.
2. Review & Signature of Warrants – Committee members reviewed and signed the payment warrants
3. Old Business - None
4. New Business
 - a. Truck Bid – Public Works – The Public Works Director explained that the Town had received four bids from vendors for the replacement of the Public Works Foreman's pickup truck. He recommended that the low bid from Darling's be accepted at a cost of \$19,876. Motion by Councilor Wright, seconded by Councilor Williams to recommend to the full Council the purchase of the truck from Darling at a cost of \$19876 to be funded from Public Works Equipment Reserve. Vote 4-0.
 - b. Snowplow Cutting Edges Bids – Public Works – The Public Works Director explained that the Town had received four bids for steel cutting edges, with the low bid being \$8,272.02 from Messer Equipment. He recommended that the low bid be accepted. Since this amount is less than the required bid amount needing approval from the Council, per the Council's purchasing policy, this information serves to notify the Council of bid results. This item is funded from the Public Works operating budget. \$12,000 was budgeted for the 2012/2013 year so we are well within budget.

***** Item added to Agenda – Credere Scope of Work/Assessment/Old Hampden Academy. – The Mayor presented information to those in attendance in regard to the scope of work identified by Credere Associates for obtaining more data on the cost of the pcb contamination at the Old Hampden Academy. Those present discussed the pros and cons of funding this step – as well as the idea of making a decision to

purchase the old academy, ask for a reduction in price due to the unanticipated presence of considerable pcb's, and wait until a developer was found to proceed with any further studies on the pcb issue. Motion by Councilor Cushing, seconded by Councilor Lawlis to recommend to the full council that the Town move forward with the purchase of the old Hampden Academy by amending the offer to MSAD #22 and removing the cash payment amounts. Motion passed 5-0.

5. Public Comment - None

6. Committee Member Comments – None

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Susan Lessard
Town Manager