

Town Council Finance Sub-committee Meeting Minutes
LARGE CONFERENCE ROOM, SECOND FLOOR
FALMOUTH TOWN HALL
Monday, June 17, 2013 – 4:00 PM

Members Attendance: Karen Farber, Sean Mahoney, and Chris Orestis (absent).

Others Attendance Teresa Pierce (Town Council); Russ Andersen (Town Council - Elect); David Goldberg (Town Council – Elect); Claudia King (Town Council – Elect); Dick Ranaghan (Gorham Savings Bank – Bond Advisor)

Nathan Poore (Town Manager); Amy Lamontagne (Assistant Town Manager); Robert Boschen (Finance Director);

The meeting began circa 4:00PM

- **Wastewater Budget**

- The Wastewater budget was discussed and recommended to the Town Council for approval.
- Discussion of Wastewater capital needs for the future including the needs at the Mill Creek Pump Station.
- Discussion about the Town of Cumberland participation in our Wastewater System.
- An overview was given about infiltration and inflow to the Wastewater System.
- An overview of the Wright-Pierce study of the future needs and priorities for our Wastewater infrastructure occurred.

- **Approved minutes of April 8, 2013.**

- **Financial Policies Reviewed**

- The Policies presented should be in force to support good financial management for the Town and to help achieve an AAA bond rating.

- **Post Issuance Compliance Policy for Tax Exempt Obligations**

- This was drafted by Attorney James Saffian.
- The Council members asked various questions and due to this policy covering non-public use, the Committee requested the pre-school program rental lease be obtained to see how much is paid to that program.
- The Committee requested Tax Exempt Obligations be defined within the policy.

- **Investment Policy**

- The Town Councilors would like to see a breakdown of our investments. They have never seen one before.
- The conflict of interest issue within the policy was discussed. This will be addressed within the broader perspective of the Conflict of Interest policy being developed.

- **Fund Balance Policy**

- An overview of the policy was presented.
- There was a discussion about how to restore the fund balance back to 16.7% if it fell below that level.
 - In Falmouth this is not expected unless there was an emergency situation.
 - It was decided if such an emergency occurred, the Council would address it at that time.
 - Therefore the policy stands as is to address the fund balance falling to this level if there were not an emergency situation.

- **Capital Improvement Planning and Debt Management Policies**

- Discussed this policy as the overview was given.
- Dick Ranaghan offered to show the Debt Service percentages for other Towns in the Greater Portland area
- Should the Debt and Capital policies be together or separate?
 - Dick Ranaghan stated why they should be one, but they could be separated.
 - The Finance Committee decided they should be separate.
- All relative School financial policies should be reviewed for consistency with the Town financial policies.

- **Recommended changes will be made to the policies above and be presented to the Council on Monday July 22, 2013.**

- **The Garage/Repair Facility budget was presented and approved for recommendation to the Town Council.**

- **Adjourn**

- The meeting adjourned circa 6PM.

Respectfully submitted by Robert Boschen