

MINUTES

FINANCE COMMITTEE MEETING

Monday, March 3, 2014 – 6 p.m.

Conference Room A

Present: Councilors Shonn Moulton and Bruce Roullard

Absent: Committee Chair Suzie Phillipps

Also Present: Town Manager David Cole; Finance Director Sharon Laflamme; Recreation Director Cindy Hazelton

1. Approve minutes of January 23, 2014 Committee meeting.

A motion was MADE by Councilor Moulton, SECONDED by Councilor Roullard, and VOTED to approve the minutes of the January 23, 2014 Finance Committee Meeting as distributed. Unanimous vote.

2. Review January 2014 financials.

The Committee reviewed expenditures and revenues for month ending January 2014. It was noted that excise tax revenue remains steady, which is encouraging news. The Town Manager reported that the State Revenue Sharing bill is now law and this means that municipalities will lose slightly less revenue than last year.

Councilor Roullard asked for an explanation of Health and Welfare expenditures. The Town Manager explained that this line represents the Welfare Account and is expended based on need. The Town Manager explained that the Town hopes to see some savings in this account due to the Town's agreement with Windham to provide general assistance services.

Staff responded to general informational questions from Councilor Roullard on the cellular phone account, culverts account, and maintenance account for Old Robie School. It was agreed that Staff will research the Old Robie School maintenance account and report back to the Committee.

There was discussion about the reason for separate budgets for Fire and Rescue Departments. The Town Manager explained that the Town has historically had two separate budgets but now the distinction between paramedics and firefighters is softening because full-time personnel are licensed as both Paramedics/EMTs and firefighters. The Town Manager reported that he will have a conversation with the Fire Chief about any possible benefits of combining the departments.

The Recreation Director reported that the New Year's Gorham Committee decided to close their bank account and transferred monies to a Town revenue account. The Rec Department will continue to provide services and space for New Year's Gorham events as needed.

Councilor Moulton asked for an update of the Founders Festival and noted that the Town is celebrating the Town's 250th anniversary this year. The Town Manager said that he would call Darryl Wright, one of the Chamber of Commerce Officers, for an update on the Chamber's plans for the Festival this year.

The Town Manager reported on overtime and salt and sand accounts for the Department of Public Works. He reported that the accounts are not in bad shape considering the number of storms we have had this winter.

He pointed out that the number of snow events this year are right at average or a little above, however, the timing of the snow storms and the length of the snow storms affect storm-related costs.

3. Review January 2014 Recreation financials.

The Committee reviewed Recreation financials for month ending January 2014. The Recreation Director reported that the cost of the Sam's Club membership will be divided among all of the different programs at a cost of .28 cents per program.

It was noted that Snow Day camp did not run this year because there was not at least 60% participation, which is the figure needed for the program to be sustainable.

The Recreation Director discussed registration for the Gorham Arts Council events and that she would ask her staff to research expenses for the Arts Council and also for co-ed softball and golf.

The Committee discussed the staff work involved in providing detailed accounting of the Recreation financials. It was agreed that more detailed reports result in more staff work and adds a complication to the allocation of certain expenses such as gas and oil. There was discussion about returning to the previous summary format of six accounts after the Committee has had an opportunity to review the detailed reports for a full fiscal year. The Committee agreed to continue its discussions about the reporting format of the Recreation financials at a future meeting.

4. Other business.

The Town Manager reported that the Town received six proposals for banking services and that Norway Savings and Key Bank did not choose to bid. He further reported that he hopes to have a recommendation to Town Council for the April meeting but that reviewing the proposals is a complicated process.

5. Next Meeting.

The Committee discussed finding a consistent date, such as the fourth Thursday of each month, to meet. It was agreed that Staff will e mail Committee members with some options.

6. Adjournment.

A Motion was MADE by Councilor Roullard, SECONDED by Councilor Moulton, and VOTED to adjourn.

Unanimous vote. Time of adjournment: 7:04 p.m.

Respectfully submitted,

Jeri Sheldon, Ass't to the TM/HR Director