

**MINUTES**  
**FINANCE COMMITTEE MEETING**  
**March 31, 2014 – 6 p.m.**  
**Conference Room A**

Present: Committee Chair Suzie Phillips; Councilors Shonn Moulton and Bruce Roullard  
Also Present: Town Manager David Cole; Finance Director Sharon Laflamme; Recreation Director Cindy Hazelton; Phil Gagnon

1. Approve minutes of March 3, 2014 Committee meeting.

A motion was MADE by Councilor Moulton, SECONDED by Councilor Roullard, and VOTED to accept the March 3, 2014 committee meeting minutes as presented. 2-1 abstention (Phillips).

2. Review February 2014 financials.

It was announced that the Gorham Founders Festival will be held on July 25-26, 2014. The Town Manager reported that he recently met with a representative of the Gorham-Westbrook Chamber of Commerce and received an update on plans for this year's Festival. He reported that the Chamber intends to change its marketing and advertising strategy to increase attendance.

The Finance Director reported on expenditures and revenues for month ending February 2014. She reported that with 66.7% of the fiscal year completed, 65.8% of the budget has been expended and 68.5% non property tax revenue and 49.6% property tax revenue collected.

The Recreation Director reported that the Old Robie School account is over expended due to oil and paving costs. She explained that revenues from rentals will off-set the Old Robie School expenditures. She also reported that April, May and June registrations for golf, softball and Gorham Arts Alliance programs exceeded projections and that those revenues are reflected in the Recreation carry-forward amount. She explained that the revenues from these programs were collected in the current fiscal year's budget (2012-13) but are expended in this fiscal year's budget (2013-14).

The Committee reviewed and discussed the February financials and had several general questions for staff. There was discussion about the general assistance account and that it was currently over budget. The Town Manager explained that the State reimburses the Town 50% of the costs and that expenditures for this account tend to decrease over the summer months. He reported that he met with the Town of Windham's General Assistance Director, who administers Gorham's GA program, and was told that Windham is seeing more Gorham applicants than expected. The Town Manager stated that it is estimated that there will be a significant overage in this account at the end of the fiscal year.

The Committee noted that public safety building maintenance account is over budget. The Town Manager explained that the building's roof needed repairs.

The Committee reviewed Public Works account and winter maintenance items that are currently over expended. It was noted that expenditures for Little Falls School continue to grow.

There was discussion about the Town's contribution to the Founders Festival. The Town Manager reported that the agreement between the Town and the Chamber was for the Town to contribute \$4,000 to the Chamber. Councilor Roullard asked whether the Town should make a similar contribution to New Year's Gorham. The Town Manager replied that he will contact the New Year's Gorham group and see if they wish to request Town funding.

Councilor Moulton requested clarification on several items pertaining to the Fire Department budget: (1) he noted that expenditures to date of \$400 in the training budget and his concern that members are receiving enough training, (2) whether wages to attend training programs were charged to Call company or the training account, and (3) what purchases are made from the Fire Safety Equipment line and why no charges have been charged to that account to date. Councilor Moulton also asked why no charges have been applied to the uniform line for both Police and Fire and whether there was an easier or quicker way to shovel out fire hydrants that would not require a large piece of apparatus being deployed.

The Town Manager stated that the Fire Chief will answer questions pertaining to the Fire budget at either an upcoming Budget workshop or the next Finance Committee meeting. He also stated that he planned to discuss the feasibility of combining fire and rescue accounts at the April 3 budget workshop.

Councilor Phillips mentioned the skunk problem in the Village. It was noted that the Town's Animal Control Office does not handle undomesticated animals.

The Committee requested that an item to discuss and review tax acquired properties be placed on the next Committee meeting agenda.

3. Review February 2014 Recreation financials.

The Committee reviewed and discussed February 2014 Recreation financials.

Councilor Phillips asked the Recreation Director if all-day kindergarten will affect Recreation camp programs. The Rec Director replied that all-day kindergarten will not affect Rec programs and that the Department will continue to offer Before & After school care, early release, vacation camps, and other programs for school-aged children.

5. Schedule next meeting.

The next meeting was scheduled for Thursday, April 24, 2014 at 6 p.m. in Conference Room A.

6. Adjournment.

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

Respectfully submitted,

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