

Town of Otisfield  
Finance Committee Meeting Minutes  
January 26, 2017

1. **CALL TO ORDER:** The meeting was called to order at 7:05 PM by Quen Henderson, Chairperson.

2. **ATTENDANCE:** Dan Peaco, Quentin Henderson, Sandy Ouellette, Hal Ferguson, Mike Thorne (Absent - Tanya Taft and Diana Olsen, David McVety)

3. **ACTION ON MINUTES:**

Minutes from November 3, 2016, Motion to accept minutes DP/MT- Unanimous. Minutes from January 19, 2017, Motion to accept minutes DP/HF.

4. **DISCUSSION FROM THE COMMITTEE:**

The 5 year plan should start with the new 2018 fiscal year as July 1, 2017.

The road department should have a 5 year plan for a new snow plow. funds from Heniger Park lease fees should be dedicate to the road equipment account.

QH suggested 3 year plan for getting another town truck, the town may need to get a bond for it.

QH would like the Fire Department Capital Plan to be put on the web site. HF and RM will have KJ clean up the plan and put it under fire department on the web site.

Project for town office and roadside sign at town office not use a bond this will be two articles on the town warrant at the town meeting in June.

DP asked if the design for the clerk's office has been done.

David Hart will be asked to do the design for the clerk's office if the article is approved at town meeting.

5. **UNFINISHED BUSINESS FOR DISCUSSION:**

QH passed out a new copy of donation request form from DO. DP suggested to postponed discussed of letter until have full board. DP/SO Unanimous.

Solid Waste expense report printed out for fiscal year 2016 and 2017 with line items open.

Administration expense report printed out for fiscal year 2017 with line items open.

Discuss the list the road committee did and updated what equipment is needed.

6. **UPCOMING DATE:** February 16, 2017 @ 7:00 PM Thursday in the annex regular meeting.

7. **ADJOURNMENT:** With no further business the meeting was Adjourned @8:45 PM DP/MT Unanimous.

Respectfully submitted

Sandy Ouellette Secretary

Approved by:

Quen Henderson Chairperson

