

Town Council Finance Sub-committee Meeting Minutes
LARGE CONFERENCE ROOM
Second Floor
Falmouth Town Hall
November 9th, 2016 – 5:00PM

Members Attendance: Ned Kitchel (Finance Committee Chair), Andrea Ferrante (Town Council)

Others in Attendance: Karen Farber (Council Chair), Caleb Hemphill (Town Council), Aaron Svedlow (Town Council)

Nathan Poore (Town Manager), Peter McHugh (Finance Director), Susan Gibney (Accountant), Amy Lamontagne (Assistant Town Manager), Members of the Senior Citizen Advisory Committee.

The meeting was called to order @ 5:10PM

- Senior Tax Relief
 - a. Peggy McGeehee from the Senior Citizen Advisory Committee presented the Committee's proposal for Senior Citizen Tax Relief using the Town of Yarmouth's Senior tax relief program as a model.
 - b. Nathan Poore presented examples of how the tax relief would be calculated.
 - i. Councilor Farber suggested using AMI (Area Medium Income) instead of the HUD Falmouth Medium Income for resident qualification purposes. She also made a request for research into what other Towns in the area were doing and spending on these types of programs and asked about the residency requirements.
 - ii. Councilor Svedlow suggested placing a tax relief calculator on the Town website so seniors could determine if they qualify for tax relief. He also mentioned that he would favor reducing the residency requirement to 5 years from the proposed 10 years.
 - iii. Councilor Ferrante suggested that she felt the residency requirement could be longer than 10 years.
 - iv. Peggy McGeehee mentioned that there were statutory restrictions for this type of program and offered to research those requirements and report back.
- Approval of the minutes from the October 24, 2016 meeting
 - a. Councilor Ferrante made a motion to approve, Councilor Kitchel seconded. The minutes were approved.
- Overview of Unassigned Fund Balance
 - a. Nathan Poore presented the latest unaudited estimate of unassigned fund balance as of June 30, 2016.
 - b. Mr. Poore also reviewed the Town's Fund Balance Policy and went over the allowed uses of unassigned fund balance per the Policy.

- Investment Plan Update
 - a. Nathan Poore presented a brief history of past investment strategies employed by the Town including actions to modify those strategies by previous Finance Committees.
 - b. Peter McHugh presented Investment results for FY16 including a review of the Town Investment Policy, investment strategies, and investment balances.
- TIF Update
 - a. Nathan Poore presented a brief history of each of the Tax Increment Financing Districts (TIFs) and how TIFs impact the Town's overall property tax rate favorably.
 - i. Councilor Ferrante asked for a further explanation of what flexibility the Town has if the State or County changes their treatment of TIFs to make them less advantageous to the Town.
 - 1. Mr. Poore responded that the Town had the ability to modify TIFs if the need arose. He also explained that staff monitor all attempts in the State legislature to change TIF treatment and that previous attempts to modify TIF treatment had failed.
- Review Budget Development Schedule
 - a. Peter McHugh highlighted the only change to the Budget schedule document. The location and time for the School Budget Workshop on March 23, 2017.
- Adjourn
 - a. The meeting adjourned at 7:35PM.

Following the meeting, Councilor Ferrante asked that we add a proposed change to the Date of the Budget Book presentation currently scheduled for March 8th on the agenda for the next Finance Committee Meeting as she has a scheduling conflict that week.

Respectfully submitted by Peter McHugh