

**Town Council Finance Sub-committee Meeting Minutes**  
**COUNCIL CHAMBERS**  
**FALMOUTH TOWN HALL**  
**DECEMBER 4<sup>th</sup>, 2014 – 6:00PM**

Members Attendance: Russell Andersen, Caleb Hemphill, Sean Mahoney

Others in Attendance: Karen Farber (Council Chair); Charlie McBrady (Town Council); Claudia King (Town Council); David Goldberg (Town Council)

Nathan Poore (Town Manager); Ellen Planer (Town Clerk); Peter McHugh (Finance Director)

The meeting was called to order @ 6:00PM

1. Approval of the minutes from August 11, 2014 Meeting.
  - a. Councilor Mahoney moved to approve, Councilor Hemphill seconded. Motion carried 3-0.
2. Ellen Planer presented the Foreclosure and Lien Report to the Finance Committee and other Town Councilors.
  - a. A foreclosure and lien report with maps of each location was distributed to the Committee and Councilors.
  - b. A review and discussion of each property resulted in a recommendation to revisit this list in a year. Ellen Planer was given direction that she could deliver a message to each of the property owners that the Finance Committee has looked at their situation and may consider taking action in the future.
3. Peter McHugh and Nathan Poore delivered a presentation of the Town's current Investment approach and a three year cash flow projection that showed the Town's unassigned fund balance was in good shape and would allow a potential increase in CD investment activity.
  - a. A discussion of various options was led by Nathan Poore and the Finance Committee including whether the Town's required reserve balance under the Fund Balance Policy schedule should be invested in CDs versus the current practice of putting this balance in a separate sweep account.
  - b. The Committee recommended that our current investment portfolio should be increased from its current level of \$4 million to a total of \$8.2 million and be designated as the Town's Required Reserve Balance. The Committee also recommended that a stair step methodology should be employed to maximize liquidity and the investments should be restricted to 1, 2 and 3 year CDs in order to provide flexibility in case CD rates continue to rise over the next 2 years as anticipated.
  - c. The Finance Director will report the results of this new approach at the April 2015 Finance Committee Meeting.
4. A Presentation on the benefits of TIFs and their potential uses was given by Nathan Poore along with a description of possible future TIF opportunities.

- a. A discussion about the use of TIFs and their impact on the Town occurred.
  - b. Nathan Poore informed the Committee that a general TIF discussion was going to be on the agenda for the December 8<sup>th</sup> Town Council Meeting and that he would like the council to approve the use of staff and consulting resources to investigate if there are opportunities to apply for additional TIFs that make sense for the Town.
- 5. A review of the Finance Committee/Budget schedule and agendas revealed 2 Finance Committee members would be unable to attend the planned December 17 Finance/School Committee meeting and it was decided that the Finance Director would attempt to reschedule that meeting for Monday December 22 at 4PM.
- 6. Adjourn
  - a. The meeting adjourned at 8:24PM

Respectfully submitted by Peter McHugh