

Town Council Finance Sub-committee Meeting Minutes
COUNCIL CHAMBERS
Falmouth Town Hall
MARCH 12th, 2015 – 4:00PM

Members Attendance: Russell Andersen, Caleb Hemphill, Sean Mahoney (via phone)

Others in Attendance: Karen Farber (Council Chair); Claudia King (Town Council); Charlie McBrady (Town Council); David Goldberg (Town Council); Nathan Poore (Town Manager); Peter McHugh (Finance Director); Susan Gibney (Accountant); Amanda Stearns (Community Development Director); Jay Reynolds (Public Works Director); Howard Rice (Fire Chief); Jennifer Phinney (IT Director); Lucky D'Ascanio (Community Programs Director); Edward Tolan (Police Chief); Ellen Planer (Town Clerk); Andi Jackson-Darling (Falmouth Memorial Library Director); Rob Emple (Falmouth Memorial Library Trustee and Treasurer, Finance Committee Chair); Allison Bishop (Falmouth Memorial Library Trustee and Finance Committee Member); Becky Carrier (Falmouth Memorial Library Finance Committee Member)

The meeting was called to order @ 4:00PM

1. Approval of the minutes from February 9, 2015 Meeting.
 - a. Councilor Hemphill moved to approve the minutes, Councilor Anderson seconded. Motion carried 2-0 (Councilor Mahoney was not yet present at the meeting).
2. Presentation of proposed FY 2016 Budget Book.
 - a. Nathan Poore presented a Power Point summary of the FY 2016 Budget proposal that highlighted the budget challenges and solutions that produced a Mil rate reduction of .05 to the Town portion of the tax rate.
 - b. There was much discussion during the presentation regarding the contents of the budget and specific questions regarding components of the budget. The following are the significant discussion points and follow-up items:
 - i. There was a request to change the wording of the EMS part-time salary to make it clear that it was not a wage reduction but simply fewer hours needed due to a new full-time position.
 - ii. There was discussion about the positions allocated to the new TIF and what the risk may be if the TIF is not approved by the state.
 1. There was a discussion about the Sustainability Coordinator going to full-time and what duties would be covered by the new TIF.
 - iii. The creation of a second Detective position through the internal promotion and transfer of an existing Police Officer was discussed. No replacement Police Officer was being requested to back fill the position transferred so there is no net increase in Police positions in the Budget proposal.
 - iv. Finally there was a discussion about whether a Police Officer was needed at Council Meetings and it was decided to suspend the practice and revisit it if needed.
 - c. At 5:30PM the Committee took a recess.

- d. The meeting resumed at 6PM when the Library staff was present.
- 3. Library Director Andi Jackson-Darling and members of the Library Finance Committee then presented the proposed FY16 Falmouth Memorial Library Budget.
 - a. There were 2 scenarios presented that provided varying degrees of wage adjustments designed to bring Library staff to appropriate levels for their positions when compared to similar towns.
 - b. There was much discussion about the 2 proposals and it was decided that they would meet the Library half way and arrived at a budget compromise that added \$9,000 to scenario B to allow for needed wage adjustments.
 - c. This Budget proposal was \$22,004 higher than what was in the current proposed Town Budget and would increase the Mil rate by .01, the Committee agreed that this was an appropriate adjustment and should be added to the Town's Proposed FY16 Budget.
- 4. There was then a review of the remaining Budget schedule:
 - a. Remaining Meetings consisted of:
 - i. March 23 Council Meeting – Order to schedule the public hearing on April 9.
 - ii. March 26 School and Town Budget presentation to the Finance Committee at 5PM.
 - iii. April 9 Comprehensive budget presentations and public hearing at the Elementary school cafeteria.
 - iv. April 13 (if needed) Council meeting to review Town and School Budgets
 - v. April 27 Council to approve an order to adopt the budget in accordance with the Charter.
- 5. Adjourn
 - a. Councilor Hemphill moved to adjourn the meeting and Councilor Anderson seconded.
 - b. The meeting adjourned at 6:50PM

Respectfully submitted by Peter McHugh