

Town Council Finance Sub-committee Meeting Minutes
COUNCIL CHAMBERS
Falmouth Town Hall
December 14th, 2016 – 5:00PM

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

Others in Attendance: Karen Farber (Council Chair), Caleb Hemphill (Town Council), Aaron Svedlow (Town Council), Claudia King (Town Council), Lucy Tucker (School Board Chair), Danielle Tracy (School Finance Committee Chair)

Nathan Poore (Town Manager), Peter McHugh (Finance Director), Susan Gibney (Accountant), Geoff Bruno (School Superintendent), Dan O'Shea (School Director of Finance and Operations), Ellen Planer (Town Clerk), Hank Farrah (Runyon, Kersteen, Ouellette), Parker Madden (Runyon, Kersteen, Ouellette).

The meeting was called to order @ 5:00PM

- Approval of the minutes from the November 9, 2016 meeting
 - a. Councilor Ferrante made a motion to approve, Councilor McBrady seconded. The minutes were approved.
- Joint Town and School Finance Committee Meeting
 - a. Hank Farrah and Parker Madden from Runyon, Kersteen, Ouellette presented the FY2016 audit results and an overview of the FY2016 financial results.
 - i. Councilor McBrady requested that future comparative uncommitted fund graphs compare towns similar to Falmouth such as Yarmouth, Cumberland and Cape Elizabeth.
 - ii. In discussing the School's uncommitted fund balance it was noted that state law does not allow that fund balance to exceed 3% of annual expenditures.
 - iii. Nathan Poore asked for the definition of a "minimum Receiver" related to state funding of schools. Dan O'Shea responded that he was not sure of the exact definition and would follow up.
 - b. FY18 Budget Outlook
 - i. Nathan Poore presented an overview of how things are looking for the FY18 Budget identifying challenges and opportunities as they currently stand.
 - ii. Dan O'Shea presented an overview of challenges and opportunities he sees in the FY18 Budget.
 - 1. There was a discussion about state funding uncertainty and a shift of retirement costs from the state to schools, health insurance and teacher contract negotiations.
 - 2. Upcoming capital projects include security upgrades to both the middle school and high school entrances and a Supervisor Office expansion to accommodate special education among other needs.

- Foreclosure and Lien Report – Town Clerk Ellen Planer presented the latest Foreclosure and Lien Report which contained 6 land-only properties and 6 land and Building properties.
 - a. There was discussion about each of the properties and what the Town has done historically.
 - b. Councilor McBrady asked if the list was published anywhere as was the practice of other towns.
 - i. The list was previously published in the Town's Annual Report which has been replaced by the CAFR in 2013. Staff felt we have continued to publish the list but would follow up.
 - ii. Councilor McBrady felt that the report should be published.
 - c. There was a request that staff look at selling the land-only properties and report back to the Finance Committee.
- Adjourn
 - a. Councilor McBrady made a motion to adjourn the meeting, Councilor Ferrante seconded.
 - b. The meeting adjourned at 7:08PM.

Respectfully submitted by Peter McHugh