

MINUTES

FINANCE COMMITTEE MEETING

July 25, 2016

TOWN MANAGER'S OFFICE – 5:30 P.M.

Present: Councilor Ron Shepard, Chair; Councilors Bruce Roullard and Marla Stelk

Also Present: Town Manager David Cole; Finance Director Sharon Laflamme

1. Consideration of the minutes of the May 23, 2016.

A motion was MADE by Councilor Roullard, SECONDED by Councilor Stelk, and VOTED to accept the minutes of the May 23, 2016 meeting as presented. Unanimous vote.

2. Review and discuss June financials.

The Committee reviewed and discussed the June financials. The Town Manager reported that the Public Works Department ended up with a larger than usual unexpended year-end balance due to staff out on unpaid medical leave, a mild winter that resulted in low overtime costs, and the low cost of diesel fuel. The Town Manager stated that this gave the Department an opportunity to purchase some needed capital items: two pickup trucks and one water tanker.

The Committee noted that the Town's overall budget came under budget by approximately \$379,000.

3. Review request to write-off taxes for three mobile homes.

The Finance Director reported that three mobile homes have been acquired through tax liens with a tax value and outstanding value as of June 28, 2016, as follows:

a. Map 15-7.167,96 Evergreen Drive	\$12,900	\$1,146.96 (4 years)
b. Map 15-7.196, 18 Maple Drive	\$25,200	\$2,510.07 (4 years)
c. Map 2-1.148, 68 Hemlock Drive	\$22,400	\$1,165.04 (3 years)

The Finance Committee reviewed a memo from the Assessor that provided information on the poor condition of the mobile homes. The Town Manager reminded the Committee that it is authorized to write off taxes up to \$500 and that Town Council is authorized to write off taxes over \$500.

After discussion, a motion was MADE by Councilor Stelk, SECONDED by Councilor Roullard, and VOTED to: (1) abate taxes for 98 Evergreen Drive, (2) abate the taxes for 18 Maple Drive and 68 Hemlock Drive for those years where taxes did not exceed \$500, and (3) recommend to Town Council the abatement of those taxes remaining for 18 Maple Drive and 68 Hemlock Drive that are over \$500. Unanimous vote.

4. Update on tax acquired properties.

The Committee reviewed and discussed an updated listing of tax acquired properties that included a listing of mobile homes not on payment plans, mobile homes currently on a payment plan, mobile homes requested write-off by Committee, property in discussion to be sold at prior meetings, and properties no longer in foreclosure.

The Finance Director reported that 30 day notices for Year 2016 were being mailed this week.

5. Schedule next meeting.

The Finance Committee did not schedule the next meeting. A meeting date will be determined at a later date.

6. Adjournment.

There being no further business, the meeting adjourned at 5:52 p.m.

Respectfully submitted,

Jeri Sheldon, HR Director