

MINUTES
FINANCE COMMITTEE MEETING
Tuesday, January 28, 2019 – 5:30 p.m.
Town Manager's Office

Present: Councilor Jim Hager, Chair; Councilor Lee Pratt; Councilor Suzie Phillips.

Also Present: Town Manager, Ephrem Paraschak; Finance Director, Sharon Laflamme.

1. Consideration of the minutes of November 20, 2018 Meeting

A motion was MADE by Councilor Phillips, SECONDED by Councilor Pratt, and VOTED to accept the minutes of the November 20, 2018 Finance Committee Meeting. Unanimous vote.

2. Review and Discuss December Financials

- A. The Committee held a discussion regarding December financials, and Councilor Pratt asked that staff please provide the January 2019 financial statement so that he could compare and view the trend. Finance Director Sharon Laflamme advised that she would provide the statement to Councilor Pratt shortly after the meeting.

3. Other Business

- A. The Committee held a discussion regarding rescue fees, building maintenance management, the balance of Capital Reserve accounts and trash bag fees.
 - a. Councilor Hager asked that staff look into rescue billing as it appeared that the Town should be generating more revenue. Councilor Hager further asked if the Town has a contract for Westbrook billing and asked staff to please verify and advise at the next meeting.
 - b. Councilor Hager asked that staff look into any potential cost savings with the Town using the same contractor and vendors for maintenance of all buildings.
 - c. Councilor Phillips asked that staff generate a report of the balance of Capital Reserve accounts for review at the next meeting.
 - d. Councilor Hager asked that staff verify the date of the last increase on Gorham trash bags and advise at the next meeting.

4. Schedule next meeting

The Committee scheduled the next meeting for March 25th at 5:30 p.m.

5. Adjournment

There being no further business, the meeting adjourned at 7:50 p.m.

Respectfully,

Jessica Hughes, Executive Assistant to the Town Manager/HR