

MINUTES
FINANCE COMMITTEE MEETING
Friday, February 17, 2023 – 1 p.m.
Gorham Municipal Center, Conference Room A

Present: Councilor Robert Lavoie - Committee Chair, and Councilors Phillip Gagnon and Suzie Phillips.

Also Present: Town Manager, Ephrem Paraschak.

A. Consideration of the minutes of September 19, 2022 Meeting

A motion was MADE by Councilor Phillips, SECONDED by Councilor Gagnon, and VOTED to accept the minutes of the September 19, 2022 Finance Committee Meeting. Unanimous vote.

B. Current Business

- A. Review current and pending ARPA expenditures (referred by the Town Council on December 6, 2022).

Town Manager Ephrem Paraschak referred to the details on the ARPA project list provided.

A discussion ensued regarding the Pavilion at the Municipal Center.

A motion was MADE by Councilor Gagnon, SECONDED by Councilor Phillips, and VOTED to propose a recommendation to the Town Council to amend the current approved list from which the Skate Park contingency, cameras at Baxter Memorial Library, and Pavilion at the Municipal Center would be removed from list (total \$175,000).

A motion was MADE by Councilor Phillips, SECONDED by Councilor Gagnon, and VOTED to propose a recommendation to the Town Council to send remaining unallocated ARPA funds to a discussion at either the March or April Town Council workshop. Unanimous vote.

- B. Review rental fees for town buildings and provide any recommendations back to the Town Council (referred by the Town Council on December 6, 2022).

A discussion ensued regarding rental fees, uses of the building, marketing of the rental spaces, possible discount for town residents, maximizing the use of the buildings, and affordability of the current fees.

A motion was MADE by Councilor Phillips, SECONDED by Councilor Gagnon, and VOTED to table the item until the next meeting, and for staff to come back with comparative costs with other towns, and other possible uses for the buildings. Unanimous vote.

C. Other Business

A. Status of financial reports.

A discussion ensued regarding why financial reports were unavailable from staff. Mr. Paraschak stated that the reports will be sent out at the end of this month.

D. Schedule next meeting and discuss agenda items for next meeting

The next meeting will take place on Friday, March 10, 2023 at 1pm in Conference Room A.

The committee discussed the tentative time table to meet quarterly on the second Friday of that month (June, September, and December), and noted that an extra meeting will be needed to review the annual financial audit.

The following items will be listed on the 03/10/23 meeting agenda:

- A. Monthly financials.
- B. Foreclosures, along with repayment policy for review by new Town Councilors.
- C. Recreation rental fees

E. Adjournment

There being no further business, a motion was MADE by Councilor Phillips, SECONDED by Councilor Gagnon, and VOTED to adjourn at 2:00pm. Unanimous vote.

Respectfully,

Jessica Hughes
Executive Assistant