

FINANCE COMMITTEE

Meeting Minutes

Meeting Information

Date: October 11, 2016
Time: 7:00 P.M.
Location: City Council Chambers
31 Wakefield Street
Rochester, New Hampshire

Committee members present were: Mayor McCarley, Deputy Mayor Varney, Councilor Keans, Councilor Torr, Councilor Lauterborn, Councilor Hamann and Councilor Gray (arrived at 7:27pm). Other City Councilors present were: Councilor Barnett. Other elected officials present were: School Board Vice Chair Pappas. City staff present were: City Manager Fitzpatrick, Deputy City Manager Cox, Police Chief Allen, Deputy Police Chief Toussaint and School Superintendent Hopkins.

Agenda & Minutes

1. Call to Order

Mayor McCarley called the meeting to order at 7 PM.

2. Public Input

There were no members of the public that addressed the Committee.

3. Unfinished Business

There was no unfinished business taken up by the Committee.

4. New Business

4.1 E-Ticket Grant

Deputy Mayor Varney moved to recommend to the full City Council acceptance of the E-Ticket Grant. The motion was seconded by Councilor Hamann and then adopted by the Committee.

4.2 OARI Grant

Councilor Hamann moved to recommend to the full City Council acceptance of the Opioid Abuse Reduction Initiative Grant. The motion was seconded by Deputy Mayor Varney and then adopted by the Committee.

4.3 COPS Grant

Councilor Gray moved to recommend to the full City Council acceptance of the COPS Hiring Program Grant. The motion was seconded by Councilor Lauterborn and then adopted by the Committee.

4.4 Fairgrounds Police & Fire Detail Service Fees

Mayor McCarley explained to the Committee that a meeting occurred on July 5th between City representatives and representatives of the board that governs the Rochester Fairgrounds. The Mayor explained that the majority of the “administrative fee” portion of Police & Fire detail rates is in fact retirement system payments that the City has no control over. The City Manager explained that the Police Chief has sole discretion to determine what police agencies provide officers for police details. Councilor Keans suggested the concept of a “design charrette” as a means to explore alternatives. No decisions were made and no actions taken on this item.

4.5 November Finance Committee Meeting Date

The Mayor determined that with the November 8th elections the consensus of the Committee was to move the Committee’s November 8th meeting and the new meeting date & time would be November 15th at 6:30 PM (just before the November 15th 7:00 P.M. Council Workshop Meeting).

5. Finance Director’s Report

Deputy City Manager Cox reviewed one items from his written report to the committee regarding the Assessing Office. Mr. Cox detailed the concept of utilizing the services of a part time contracted chief assessor and reclassifying the remaining

positions to better address the functions within the Assessing Department. Councilor Lauterborn stated that assessing was a topic discussed by the Tri-City Coalition group and Councilors Lauterborn and Hamann both suggested that the City Manager discuss collaboration opportunities with Somersworth and Dover. Deputy Mayor Varney raised concerns regarding a part time department head and questioned how available a part time chief assessor would be. The Deputy Mayor suggested that the City would be better served by raising the salary of the chief assessor to attract a fulltime in-house candidate. Councilor Gray raised concerns about organizational structure and who would be in charge during the majority of the week during those periods the part time contract assessor was not on site. The consensus of the Committee was (1) that a part time contract assessor could be utilized on a trial basis through the end of the fiscal year at which time the trial experience would be used to make a long term decision and (2) the full City Council would need to be consulted before any existing staff positions are re-classified.

6. Monthly Financial Statements

There was no discussion regarding the monthly financial statements.

7. Other

Deputy Mayor Varney expressed a desire to discuss at a later meeting of the Committee the consequences of the Recreation Department's move of their main offices out of the Community Center.

8. Non-Public

The Committee had no non-public business items.

9. Adjournment

Councilor Torr moved to adjourn the meeting. Councilor Gray provided a second to the motion which was then adopted. The meeting adjourned at 7:50 PM.