



City of Rochester, New Hampshire

Finance Office

31 Wakefield Street • Rochester, NH 03867-1917
(603) 335-7609 Fax (603) 335-7589

FINANCE COMMITTEE MEETING NOVEMBER 10, 2015

Committee Members Present: Mayor Jean, Councilor Varney, Councilor Walker, Councilor Keans, Councilor Larochelle, Councilor Lauterborn (arrived at 7:17 P.M.)

Committee Members Absent: Councilor Torr

Other Councilors Present: Councilor Bogan, Councilor Collins, Councilor Hamann, Councilor Gray, Councilor Gates

Others Present: City Manager Fitzpatrick, Deputy City Manager Cox, Economic Development Manager Pollard, City Attorney O'Rourke, Councilor Elect Barnett

MINUTES

1] Call to Order

Mayor Jean called the meeting to order at 7:02 P.M.

2] Public Input

State Representative Tom Kaczynski addressed the Committee regarding agenda item 3.2 pertaining to the School Department's request for a Capital Reserve Fund.

3] Old Business

3.1 Political Campaign Use of City Facilities

City Attorney O'Rourke presented the changes he made to the Memorandum of Understanding template that he crafted.

Councilor Keans stated that the \$1M insurance requirement might not be reasonable for all political campaign organizations.

After a brief discussion, City Manager Fitzpatrick indicated that he had the direction he needed on this item.

3.2 School Capital Reserve Fund

Councilor Keans indicated that the language contained in Item #8 on Page 10 of the Committee packet may need to be amended to indicate any private donations received would not go in to the General Fund in the event that the Capital Reserve Fund was dissolved.

Councilor Gates stated that the fund should be set up so that no appropriations could be made to the fund in a fiscal year in which the School Department laid off teachers or any other direct-to-student support staff.

Councilor Varney stated that a 2/3's super majority should be required to appropriate monies to the fund and/or to expend monies from the fund.

Mayor Jean MOVED to recommend to the full Council the creation of a School facilities Capital Reserve Fund. Councilor Keans provided a second to the motion. Councilor Varney requested a roll call vote. Mayor Jean polled the Committee:

**Councilor Varney voted No
Councilor Walker voted No
Councilor Lauterborn voted No
Councilor Keans voted Yes
Councilor Larochele voted Yes
Mayor Jean voted Yes**

Mayor Jean declared that the MOTION FAILED on a 3/3 tie vote.

4] New Business

There was no New Business before the Committee.

5] Finance Director's Report

Mr. Cox informed the Committee that the new accountant position had been filled. Ann Arsenault will begin her duties on November 16th.

Mr. Cox shared that the Fiscal Year 2017 health insurance guaranteed maximum rate (GMR) increase has been set at 2.1%. He also shared that the Finance Department has started preliminary work on the Fiscal Year 2017 budget and the Consumer Price Index used in the Tax Cap calculation was trending near 0%.

6] Monthly Financial Reports

There was no discussion on the monthly financial reports.

7] Other

Councilor Varney requested the following items for the December Committee meeting:

- The budget implications of the recently increased Veteran's Tax Credit
- The estimated final construction cost numbers for the East Rochester School Project
- The Annual Reports for the City's Tax Increment Financing Districts

8] Non-Public Session

Councilor Walker **MOVED** to enter Non-Public Session per RSA 91-A:3, II (a) for Land and RSA 91-A:3, II (e) for Litigation. Councilor Larochelle provided a second and the motion was **ADOPTED** by unanimous roll call vote.

The Finance Committee entered Non-Public session at 7:40 P.M.

Councilor Walker **MOVED** to exit Non-Public session and to seal the minutes indefinitely. Councilor Larochelle provided a second and the motion was **ADOPTED**.

The Committee exited Non-Public session at 8:15 P.M.

9] Adjournment

Councilor Walker **MOVED** to adjourn the Finance Committee meeting. Councilor Larochelle provided a second and the motion was **ADOPTED**.

The meeting adjourned at 8:15 P.M.

Respectfully Submitted,

Blaine M. Cox
Deputy City Manager

BMC:sam