

FINANCE COMMITTEE MEETING

October 8, 2013
Council Chambers
7:00 P.M.

Present:

Mayor Jean
Councilor Varney
Councilor Keans
Councilor Walker

Others Present

Deputy City Manager Cox
MIS Director Schafer
Deputy Police Chief Dumas
Councilor Gray

Excused:

Councilor Lauterborn
Councilor Larochele
Councilor Torr

MINUTES

1] Call to Order

Mayor Jean called the meeting to order at 7:03 P.M.

2] Public Input

There was no public input.

3] Old Business

3.1 Stillwater Circle

After a brief discussion regarding future maintenance of a city- owned park, it was decided that further input was needed from Public Works.

Mayor Jean determined that the consensus of the Committee was to refer the Stillwater recreation area issue to the Public Works Committee.

3.2 LGC Surplus

Deputy City Manager Cox reviewed with the Committee the LGC Surplus Funds amounts detailed in his Finance Director's report.

COUNCILOR WALKER MOVED TO RECOMMEND TO THE FULL COUNCIL THAT THE ACTIVE EMPLOYEE'S AND RETIREE'S CONTRIBUTIONS BE RETURNED TO THOSE WHO CONTRIBUTED THE FUNDS.

COUNCILOR KEANS SECONDED THE MOTION. THE MOTION WAS ADOPTED UNANIMOUSLY ON A VOICE VOTE.

4] New Business

4.1 MIS Part-time Technician

MIS Manager Dennis Schafer appeared before the Committee and explained his request.

COUNCILOR WALKER MOVED TO RECOMMEND TO THE FULL COUNCIL THAT MR. SCHAFFER'S REQUEST TO USE DATABASE ADMINISTRATION APPROPRIATED FUNDS FOR A PART-TIME IS TECHNICIAN BE APPROVED; COUNCILOR VARNEY SECONDED THE MOTION. THE MOTION WAS ADOPTED ON A UNANIMOUS VOICE VOTE.

4.2 Opera House Floor Mechanism

Mayor Jean reviewed the request submitted by the Opera House . After a brief discussion, Councilor Varney **MOVED** to **TABLE** any action on this item. Councilor Walker seconded the motion. The **MOTION** was **ADOPTED** on a unanimous voice vote.

4.3 Outside Details

Deputy Police Chief Scott Dumas appeared before the Committee and summarized his prior discussions with the Public Safety Committee. He indicated that the issue that was to be addressed was the need for a policy stipulating when non-profit groups were to be charged for Police and Fire services ("details").

After a detailed discussion of how details have been charged for in the past, the Mayor determined the consensus of the Committee was to keep this item in committee and seek feedback from the city manager's management team.

5] Finance Director's Report

Deputy City Manager Cox indicated that the original Technical Information Release from the Department of Revenue indicating a delay in tax rate setting has been withdrawn. The DRA is now planning to set tax rates with only a slight delay.

Mr. Cox also shared with the Committee that he is researching how left over bond proceeds from the Granite State Business Park can be re-purposed to other capital projects.

Councilor Varney asked Mr. Cox to also research the possibility of re-financing the \$4m Business Finance Authority loan in an effort to secure an interest rate lower than the 5% being charged by the BFA.

5] Monthly Financial Reports

Mr. Cox informed the Committee that the only item of note in the monthly budget report is that the Fire Department's Over Time budget is at 40% expended.

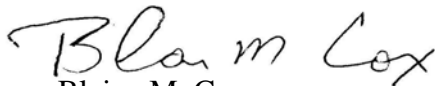
6] Other

No other topics were brought forth for discussion.

7] Adjournment

Councilor Walker **MOVED** to adjourn the Finance Committee meeting. Councilor Varney seconded the motion. The **MOTION** was **ADOPTED** on a unanimous voice vote. The meeting adjourned at 7:36 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Blaine M. Cox".

Blaine M. Cox
Deputy City Manager

BMC:sam