

MINUTES

TOWN FINANCE COMMITTEE

Wednesday – September 13, 2023 – 5:00 p.m.

Hybrid

Item 1. Call to Order. J. Cloutier, Chair, called the meeting to order at 5:04 p.m.

Item 2. Those Present. Finance Committee members present: John Cloutier, Don Hamill and Karin Shupe. Others present: Thomas Hall, Town Manager, Liam Gallagher, Assistant Town Manager, Norman Kildow, Finance Director, Stephen Buckley, Public Works Deputy Director, Ed Alden, Fleet Maintenance Manager, and Karen Martin, Director of SEDCO.

Item 3. Approval of Minutes: August 15, 2023. Motion by D. Hamill, seconded by K. Shupe, to move approval of the August 15, 2023, Finance Committee meeting minutes.

Vote: 3 Yeas.

Item 4. Discussion:

J. Cloutier, Chair, noted that the bulk of the discussion will be a presentation from Public Works to talk about equipment and vehicle replacement programs and to educate us on how we go about understanding when vehicles need to be replaced and how that flows into the budget.

• **Equipment/Vehicle Replacement Program(s).**

- Liam Gallagher, Assistant Town Manager, thanked the Committee entertaining this discussion. The one observation that he had made over the last few budget years, that if had been a real desire from the Finance Committee to under some of the routine budgetary drivers. This would be the first of least a few other Department presentations. This is kind of a out of budget cycle presentation to do some level of education for the Committee as to why we do what we do and hoped that the Committee would continue to entertain this off cycle update. He then went on comment on what the presentation would entail. He then introduced Ed Alden, Fleet Manager and Stephen Buckley, Public Works Deputy Director.
- Ed Alden, noted that his department consisted of 10 full-time positions; with very little turnover. Three of his full-time techs we Interns from SMCC. After a year or more we offer the Interns a full-time position and without that the department would not be fully staffed. He went on to note the number of vehicles and generators that Town has. His staff maintains most all of the town owned vehicles and equipment, as well as the school vehicles. There are other communities who we service. Mr. Alden responded to questions from the Committee regarding the costs that is charged to these communities.

Mr. Alden reviewed the bid process on vehicle/equipment replacement process as well as the process for vehicle disposal and reassignment. He then went over current trends and future changes.

Further discussion ensued. The Committee greatly appreciated the presentation.

- **Financial Implications of Downs' Rezoning.**

- J. Cloutier, Chair, noted that next up on the agenda is a topic that is coming before the Town Council and felt that this item needed a little air time at the Finance Committee level. Karen Martin, Director of SEDCO will give a assist in getting us a little closer in terms of understanding the fascial impacts of rezoning. He then turned the meeting over to Karen Martin to review her memo that she had provided to the Committee.
- Karen Martin noted that back in April there was a couple of questions relating to the difference between what would happen if we developed at the current zoning versus it if went into CPD. She pointed out that this was not about what the Downs was choosing to do, but what those zones allow you to do. She then went on to review her memo. She explained the 4 scenarios that she had noted in her memo and responded to questions from the Committee.
- The Town Manager noted that this was a theoretical exercise intended to inform what are the financial implications of status quo or zone change.
- There was discussion around student enrollment and teacher ratios. Further discussion ensued.

Item 5. Public Comment. None at this time.

Liam Gallagher, Assistant Town Manager, stated in keeping with the theme on Department discussions, he asked if the Finance Committee would be interested in having the Fire Department at the next meeting for a informational presentation on revenues and how things are changing overall. J. Cloutier indicated he would also like to discuss fees.

Item 6. Adjourn. Motion by K. Shupe, seconded by D. Hamill, to move approval to adjourn the meeting.

Vote: 3 Yeas. Meeting adjourned at 6:37 p.m.