

**Minutes of the Meeting of the Finance Committee Held
On Tuesday, February 10, 2017 Pursuant to Notice Duly Given**

1. Meeting called to order at 5:00 p.m. by Vice-Chairperson Le Breck
2. Roll Call: Dean Reed, Robert Le Breck and Al Schreiber
Also Present: Mayor Heier, Fire Chief John Reed, Police Chief Bernie Faith, Building Inspector Joe Last, Attorney Calvert, Sara Perrizo, Administrator Perrizo as Recording Secretary and other interested parties
Excused: Roger Reed, Jean Feldt
3. Approval of Agenda
Moved by Schreiber, seconded by D. Reed to approve the agenda. **M/C**
4. Approval of Minutes from the 1/10/17 meeting.
Moved by Schreiber, seconded by D. Reed to approve the minutes as typed.
Motion carried upon verbal voice vote. **3 ayes**
5. Correspondence/Public Appearances
None.
6. Discussion/Recommendation on:
 - a. Final Accounts Payable for the Month of December 2016 in the Amount of \$129,343.05, Accounts Payable for the Month of January 2017 in the Amount of \$1,309,707.46 and Other Financial Reports as Presented

Le Breck questioned unemployment that is being paid to a campground seasonal employee. Schreiber noted that there is work to do and we should be calling that employee in to do it. D. Reed agreed. Perrizo also agreed, but pointed out that it will cost more to pay the employee than we are paying in unemployment. Schreiber countered that at least we would then be getting something for our money.

The Committee members asked questions regarding several other payments which were answered by the department heads.

Moved by D. Reed, seconded by Schreiber to approve payroll for the month of January 2017 in the amount of \$132,469.66, final accounts payable for the month of December 2016 in the amount of \$129,343.05, accounts payable for the month of January 2017 in the amount of \$1,309,707.46 and other financial reports as presented.

Motion carried upon verbal voice vote. **3 ayes**
 - b. Agreement with Commission on Aging for 2017-2021 City Hall Rent

Perrizo stated that she and the mayor sat down with Ruth Carriveau from the Commission on Aging to explain that the rent will be increasing by \$1,000 per year, to \$8,500, beginning in

2017. Carriveau asked if that amount could be locked in through 2021 and that is reflected in this agreement.

Moved by Schreiber, seconded by D. Reed to approve the agreement with Commission on Aging for 2017-2021 City Hall Rent.

Motion carried upon verbal voice vote. 3 ayes

c. Proposed Building Inspection Permit Fee Changes

Last stated that the last fee change was in 2013 and an analysis of other municipalities shows that their fees have increased recently. The State fees have also increased. Last went over the proposed changes and the recommended increases reflect what similar municipalities have done. If the new rates were in effect in 2017 and the same volume of permits was issued as in 2016, the increase in revenue would be approximately \$3,000.

Moved by D. Reed, seconded by Schreiber to approve the proposed building inspection permit fee changes.

Motion carried upon verbal voice vote. 3 ayes

d. Approval to Apply for USDA Grant in an Amount up to \$50,000 for Fire Department Ladder Truck

This item was combined with item g.

e. Approval to Purchase Turn Out Gear for the Fire Department in an Amount Not to Exceed \$25,000

Chief Reed explained that this is the second year of a three to four year plan to replace all of the turnout gear. The price has increased by approximately 5% since last year and the money for the purchase is budgeted.

Moved by Schreiber, seconded by D. Reed to approve the purchase of turn out gear for the Fire Department in an amount not to exceed \$25,000.

Motion carried upon verbal voice vote. 3 ayes

f. Approval to Purchase Smoke Alarms in the Amount of \$17,150 for Grant Program (Cost to the City will be \$1,000)

Chief Reed explained that this is the third time that the Fire Department will be applying for this grant. 600 smoke detectors will be received and given out to different households at a net cost of \$1,000 to the City.

Moved by D. Reed, seconded by Schreiber to approve the purchase of smoke alarms in the amount of \$17,150 through a grant program, with the cost to the City being \$1,000.

Motion carried upon verbal voice vote.

3 ayes

g. Update on Fire Engine 1011 Negotiations

Chief Reed explained that he, Perrizo and Mayor Heier have negotiated a settlement of \$180,000 with the insurance company. He has just returned from Alabama, where he looked at fire engines as well as ladder trucks. There is a ladder truck at the dealership there for \$149,000 that would meet the City's needs and comes with a one-year major component warranty. It is estimated that the old ladder truck can be sold for \$15,000 and there is \$35,000 budgeted in capital projects. If the USDA grant of \$50,000 is awarded, that would leave approximately \$128,000 to purchase an engine. This is the route that Reed would like to take as there is an engine that will be available for \$99,000 within 6 months. Mayor Heier asked if we would have to continue renting the pumper truck until the replacement becomes available. Chief Reed said that we would not, as we can use our other engine and the ladder truck as well as mutual aid to get us through.

Moved by Schreiber, seconded by D. Reed to purchase a ladder truck in an amount not to exceed \$153,000 pending approval of the Police & Fire Commission and to apply for a USDA grant with a matching amount of up to \$50,000.

Motion carried upon verbal voice vote.

3 ayes

7. Moved by D. Reed, seconded by Schreiber to adjourn.

Motion carried upon verbal voice vote.

3 ayes

Meeting adjourned at 5:35 p.m.

Respectfully Submitted:

Sara J. Perrizo, CPA

Administrator