

MINUTES OF FINANCE COMMITTEE MEETING
EXECUTIVE CONFERENCE ROOM
February 1, 2016 @ 8:00 a.m.

Committee Members present: Councilor David Witham, Chair
 Councilor Martin Pepin
 Councilor Jennifer Soldati
 Councilor Dale Sprague

Administration/Staff present: City Manager, Bob Belmore
 Finance Director, Scott Smith
 Deputy City Clerk, Elise B. Brelis

Chairman Witham called the meeting to order at 8:03 a.m.

MINUTES OF THE PREVIOUS MEETING

Motion by Councilor Pepin, seconded by Councilor Soldati, to accept the minutes of the meeting of November 3, 2015 as presented. Motion carried by a unanimous vote of 4-0.

EDDY BRIDGE REHAB PROJECT - SALMON FALLS RD

City Manager Belmore summarized a section of a project status memo from Director of Public Works & Utilities, Mike Bobinski, relating to the Eddy Bridge Rehab Project – FY16 CIP Local Match. This is a joint Maine DOT/New Hampshire DOT project. The total project cost is estimated to at \$550,000 to be shared equally between Maine and New Hampshire. Maine is taking the lead on this project and is looking for a commitment from Somersworth for the match. The City share of the preliminary engineering and ROW work in FY16 is \$5,000; construction costs in FY17 are estimated at \$45,000. The Committee discussed using Transportation Fund money for the City's share. Councilor Soldati, seconded by Councilor Sprague, made a motion to sponsor a resolution to go the full Council to use money from the Transportation Fund to fund the Eddy Bridge Rehab Project. The motion passed 4-0.

FRISBIE MEMORIAL HOSPITAL PILOT – 353 HIGH ST

CM Belmore stated that we are in the last year of the PILOT agreement with the Frisbie Foundation, 353 High Street. They have requested a renewal of the terms of the PILOT, (Payment in Lieu of Taxes). Councilor Pepin, seconded by Councilor Soldati, made a motion to accept the renewal of the PILOT from the Frisbie Foundation and forward to the full Council. The motion passed unanimously, 4-0.

BROOK DRIVE MOBIL HOME UNIT (MHU)

Finance Director Smith updated the Committee members on the MHU in question. After discussion, there was no recommendation for action at this time.

POLICE CRUISER SUV PRE-ORDER

CM Belmore presented a memo from Captain Timmons to Chief Crombie outlining the costs of ordering police SUV's. The baseline cost of a Ford SUV was \$25,249 and would require approximately \$9,000 to outfit. To avoid delay, the committee would like to pre-order again this year. Councilor Sprague believes that this might be a natural time to consider the color scheme of Somersworth's police vehicles. Councilor Pepin, seconded by councilor Soldati, made a motion to support a resolution to pre-order 1 police cruiser as outlined in the memo. The motion passed, 4-0.

The Financer Director provided a list of vehicles scheduled for purchase and replacement in FY17 and estimated bundled costs of 3-year versus 5-year leases/purchase programs. After discussion, Councilor Pepin, seconded by Councilor Witham, made a motion to support the pre-order of two police cruiser (SUV's) instead of one. The motion passed 4-0. Councilor Witham wants the leasing option to be added as an addendum to the resolution.

POST WITHDRAWAL CAPITAL PAYMENTS TRUST FUND (ROLLINSFORD)

Finance Director Smith explained that there are two more bond payments, (\$82,743 this year,) from Rollinsford from the Post-Withdrawal Capital Payments Trust (Rollinsford). Councilor Pepin, seconded by Councilor Soldati, made a motion to support a resolution to Council to release this money for payment. The City Council was named agent to expend. The motion passed, 4-0.

COMCAST NEGOTIATIONS – CITY SPECIAL COUNCIL

CM Belmore spoke of utilizing franchise fee funds to pay for negotiations. Councilor Witham said he supports.

MISCELLANEOUS

Finance Director Smith provided a list of Capital/Non-Capital Reserve funds and balances (as of 12/31/2015). He updated Committee members on the new financial system that is being rolled out: so far they are live on accounts payable, purchase orders and general ledger; next will be payroll and then tax and utility billing in the spring.

They continue to be concerned with Firefighter overtime and coverage. Councilor Witham wants a projection of what they will need for year end. Councilor Pepin still wants 4 on staff. He said this is mandated.

CM Belmore said that he meant to bring that up in Government Operation Committee. He spoke about non-union raises. Councilor Witham wants that added to the agenda.

Councilor Sprague said that the Tri City Coalition is asking respective Councils to consider the City Managers' coordination of "health inspectors" and "accessing". Council's will need to direct that.

ADJOURNMENT

Councilor Pepin moved to adjourn. The motion was seconded by Councilor Soldati and the meeting adjourned at 9:05 a.m.

Respectfully submitted,

Elise B. Brellis, Deputy City Clerk