Rowe Finance Committee
July 31, 2017
6:00 P.M.
Rowe Town Hall

Finance Committee: Chair Wayne Zavotka, Loretta Dionne, Paul McLatchy III, Chuck Sokol (entered at 6:12)
Board of Selectmen: Chair Jennifer Morse, Vice-Chair Dennis May, Executive Secretary Janice Boudreau
Audience: David Dvore, Robin Reed, Joanne Semanie

Call to Order: The meeting was called to order by Chair Zavotka at 6:01 P.M., a quorum of the committee present.

Special Town Meeting Warrant: There will be a special town meeting in September, most likely Thursday the 7th. The Selectboard and Finance Committee reviewed the draft warrant. It was noted that the Old Home Day Committee may submit an article asking for a sense of the meeting on future Old Home Days. August 17th will be the last day for additions to the warrant.

Truck: The DPW is in need of a new truck before winter begins. This truck is used primarily for plowing dirt roads, and has been having a number of issues related to the hydraulics. This hydraulic system is no longer able to be repaired or replaced as it is outdated. Chair Zavotka asked if the town ever looked into used vehicles, though at this time the answer is no. It was agreed that the funds ($90,000) would be requested out of the Capital Stabilization Fund.

Heating: The heating system at the public safety complex has failed. This system was originally on the Capital Improvement Plan (CIP) for FY17, but was never acted on. It was agreed after discussion that the funds ($17,500) would be requested out of the Capital Stabilization Fund.

Fire Truck Repairs: $7,000 will be needed for repairs to one of the fire engines. A question about available free cash was raised, but wasn't able to be answered. Until further clarification about available funds is obtained, the topic of which account to request the funds from was tabled.

Broadband Funding: At this point, the town needs $860,000 for its portion of the network construction cost. $559,000 has already been appropriated, and the voters have approved borrowing up to the $860,000 level. The decision to be made is whether to borrow the entire amount, the difference, another amount, or not at all and finance out of available funds.

The financial advisor from Unibank recommended borrowing the funds and keeping reserves at their current levels. A borrowing option list was provided which included various terms for borrowing the entire $860,000.

Discussion ensued about whether to borrow the money or finance the remaining $301,000 out of available funds. The two committees appeared to lean towards borrowing the funds as it has already been approved, though one member of the Finance Committee advocated strongly against borrowing due to the interest. Rather than make the decision at this point as free cash availability was uncertain, it was agreed to table the matter until clarification was received.

King's Highway: The Selectboard needs to decide which of the three bridge options to pursue at this time. After brief discussion, a motion was made by Mr. McLatchy and seconded by Ms. Dionne to recommend to the

Selectboard that option three be chosen. The motion was unanimous in favor. The Selectboard then voted unanimously to choose option three. The Selectboard will be inviting property owners along King's Highway to discuss the possible closing of the bridge.

Financial Policies: The Selectboard and Finance Committee have both had an opportunity to review the financial policies booklet. The only item that stuck out for either board was the issue of having the Selectboard approve reserve fund transfers. Both committees agreed that this authority should belong solely to the Finance Committee, per state law.

> The roles and responsibilities of the Selectboard and Finance Committee in the budgeting process are supposed to be listed in the manual, but are not. Though nothing was voted on, it appeared that the Finance Committee will take the lead during the budget season, but with a high level of participation and cooperation with the Selectboard. Selectman Morse hoped that all the new budget forms and other prep work would be ready by the officials forum in September.
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> The topic of health insurance and town percentages will be discussed this year. Everyone seemed on board that the employees of the town that will be affected need to be involved in the process.

Adjourn: A motion was made by Mr. McLatchy and seconded by Mr. Sokol to adjourn the meeting. The vote was unanimous in favor, and the meeting was closed at 7:41 P.M.

Respectfully Submitted,
Paul McLatchy III, Secretary

Approved on: 8/21/17

Wayne A Zavotka
Wayne Zavotka, Chairman

Paul McLatchy III, Secretary

Loretta Dionne
Loretta Dionne, Member

Chuck Sokol, Member

Attachments:

- DPW Vehicle List
- Loan Option List
- Draft Special Town Meeting Warrant
- FY17 Other Funds Report as of 6/30/17
- FY17 General Funds Report as of 6/30/17
- Propane Project Costs
- Road Work Spreadsheet