

**MINUTES**  
**COUNCIL FINANCE COMMITTEE MEETING**  
**TUESDAY, JUNE 17, 2014**  
**9:05 A.M. to 10:10 A.M. – Municipal Building / Council Chamber A**

**1. Call to Order.** Jessica Holbrook, Finance Chair, called the meeting to order at 9:05 a.m. Finance Committee Members present – Edward Blaise, William Donovan and Jessica Holbrook; also present were Thomas Hall, Town Manager, and Ruth Porter, Finance Director.

**2. Approval of Minutes.** Motion by E. Blaise, seconded by W. Donovan, to move approval to except the minutes of April 22, 2014 & May 7, 2014, Finance Committee meetings.  
Motion passed: Vote – 3 Yeas.

**3. Discussion Items.**

a. Review and Discussion of the Financial Statement Period End May 31, 2014

1. Ruth Porter, Finance Director gave a brief overview of the month-to-date financial report. The Director indicated that the Town and School are now into the 11<sup>th</sup> month of the fiscal year with 96% showing expended and revenues collected. At this time interest on liens are a little low that may be because we are in the middle of the 30 day process on delinquent taxes. The expenditures and revenues for the Town and School are on track at this time.
2. The Finance Director indicated that looking over the individual Department expenditures the Executive line is overspent due to the legal litigation pertaining primarily to the tax abatement requests.
3. Councilor Blaise inquired if the School will be coming in under budget and what happens to any funds left over in the budget. The Finance Director stated that by law the School Department may not go over what was budgeted. At this time estimates look like the School Department will be under budget and whatever funds are left will go into the general fund. The Finance Director stated that in the past thirty years the School Department has never gone over budget. The Finance Director will inquire with Kate Bolton of the School Department for a more accurate estimate of the end of year finances.
4. The Finance Director stated that the Revenues collected per department are right on track for the 11<sup>th</sup> month of the fiscal year and should be at 100% by the end of the 12<sup>th</sup> month.

b. Review and Discussion on the Outside Agency Allocations

1. The Finance Committee discussed and appropriated the allocations to outside agencies in the amount of \$60,000 for the FY2015 Budget.

Motion by J. Holbrook, seconded by W. Donovan, to move approval of the recommended adjustments to keep all requests funded at the same level as the FY2013-2014 Budget allocations while adding the Project G.R.A.C.E. Fuel Program allocation in the amount of \$744.

Motion passed: Vote – 3 Yeas.

<b>PAYMENTS TO OTHER AGENCIES</b>	<b>2013-14 BUDGET</b>	<b>2014-15 REQUESTS</b>	<b>2014-2015 ADJUSTMENTS</b>
AMERICAN RED CROSS	\$ 670	\$ 1,000	\$ 670
CENTER FOR THERAPEUTIC RECREATION	\$ -	\$ 3,000	\$ -
COMMUNITY COUNSELING CENTER	\$ 2,978	\$ 4,500	\$ 2,978
MAINE BEHAVIORAL HEALTHCARE	\$ 670	\$ 900	\$ 670
DAY ONE	\$ 670	\$ 1,000	\$ 670
FAMILY CRISIS CENTER	\$ 1,266	\$ 1,700	\$ 1,266
HOME HEALTH VISITING NURSES. SO. MAINE	\$ 17,117	\$ 33,126	\$ 17,117
OPPORTUNITY ALLIANCE	\$ 7,520	\$ 8,600	\$ 7,520
Project G.R.A.C.E.	\$ 10,000	\$ 10,000	\$ 10,000
REGIONAL TRANSPORTATION	\$ 2,829	\$ 3,500	\$ 2,829
SEXUAL ASSAULT RESPONSE SERVICES	\$ 744		\$ -
SO. ME. AREA AGENCY ON AGING	\$ 4,300	\$ 5,500	\$ 4,300
SO ME PARENT AWARENESS	\$ 372	\$ 500	\$ 372
VNA/HOME HEALTH & HOSPICE	\$ 9,300	\$ 9,300	\$ 9,300
HOSPICE OF SOUTHERN MAINE	\$ 1,303	\$ 1,500	\$ 1,303
WREATHS ACROSS AMERICA	\$ 261	\$ 300	\$ 261
BIDDEFORD FREE CLINIC	\$ -	\$ 500	\$ -
PROJECT G.R.A.C.E. FUEL ASSISTANCE	\$ -	\$ -	\$ 744
<b>TOTAL REQUESTS</b>	<b>\$ 60,000</b>	<b>\$ 84,926</b>	<b>\$ 60,000</b>

**4. Future Agenda Items.**

- . Financial Statement End of Year June 30, 2014
- . Overview of Shared Services Town & School
- General Discussions

**5. Adjourn.** Motion by E. Blaise, seconded by W. Donovan, to adjourn at 10:10 a.m.  
Motion passed: Vote – 3 Yeas.

Respectfully Submitted  
Colette A. Mathieson  
Recording Secretary