

Town of Otisfield
Finance Committee Meeting Minutes
April 28, 2016

1. CALL TO ORDER: The meeting was called to order at 7:00 PM. by Quentin Henderson- Chairperson.

2. ATTENDANCE: Dan Peaco, Quentin Henderson, Diana Olsen, Sandy Ouellette, David McVety, Hal Ferguson, Mike Thorne, Tanya Taft-Absent.

3. ACTION ON MINUTES:
 - A. Meeting minutes from April 7, 2016. * Motion to accept minutes DO/DP- Unanimous.

4. UNFINISHED BUSINESS TO DISCUSSION:
 - School Emergency Kits
 - Walkie-Talkies- After receiving additional information regarding the use of walkie-talkies within the school, it was suggested that it would be more appropriate for the Otisfield Community School administrator(s) to submit the request for monies for additional walkie-talkies to the Superintendent's Office for inclusion in the budget request for SAD 17. As this is a safety issue, this is a request that the school district should address.
Zero Fund Line 73 DP/DO 6/1
 - Replenishment of Perishable Items- The Finance committee also learned that SAD 17 has a resource person on staff who is responsible for procuring any supplies needed by the school to replenish supplies and update the perishable items for their Emergency Comfort Kits. The Superintendent's Office should be contacted to obtain additional information or reach the resource staff, rather than requesting and replacing these items through a donation from the Town of Otisfield.
 - American Red Cross – Zero Fund Line 80 SO/DP 5/2

5. 1st Responder/Recreation Department:

- 1st Responder:
- EMT Call Time - \$1,320.00
- Administrative Maintenance- \$ 264.00
- Continuing Ed/ Uniforms - \$ 500.00
- Tuition - \$ 800.00
- License Renewal Fee - \$ 100.00
- State Run Fee - \$ 150.00
- Liability Insurance - \$ 580.00
- Replacement Medical - \$ 300.00
- New Medical Equipment - \$ 500.00
- Administrative Supplies - \$ 100.00
- Oxygen Refill - \$ 72.00
- Medications - \$ 200.00

1st Responder Budget Request: \$4,886.00 Down from last year by \$356.00. HF/MT Unanimous.

Recreation Department:

- Soccer - \$ 250.00
- Halloween - \$ 100.00
- Basketball - \$ 250.00
- Tree Lighting - \$1,500.00
- Easter - \$ 0.00
- Winter Carnival - \$ 200.00
- Softball/Baseball - \$4,700.00
- 4th of July ribbons - \$ 200.00
- Swim Lessons - \$1,200.00
- Kayak Storage - \$ 0.00
- Recreation Director Stipend - \$1,000.00

Total budget for Recreation Department is \$9,400.00

DP/MT Unanimous.

6. Fire Department:

Due to addition error the budget request was \$4,500.00 more than actual figures. Due to the error \$3,000.00 can be added to the tanker's line item to be used for new tires on the tanker. DO asked Fire Chief KJ about the tanker having a problem with freezing up. Fire Department total budget was \$68,560.00 down from last year budget by \$2,455.00. MT/DO Unanimous.

7. EMA- Frank was unable to make the meeting, tabled until next Meeting.

8. COMMENTS FROM COMMITTEE:

A. For next year budget request all department heads need to have a column with their expenditures in the spread with the request.

9. UPCOMING DATES:

May 26, FC meets w/ Admin, Selectmen @ 7:00 PM Annex.
June 9, Public Hearing @ 7:00 PM @ Community Hall.

10. ADJOURNMENT: With no further business the meeting was adjourned @9:30 PM. DP/MT Unanimous.

Respectfully submitted
Sandy Ouellette Secretary

Approved by:

Quentin Henderson Chairperson _____