



Sanford City Council

City Council Meeting Minutes – February 21, 2013

The Sanford City Budget Committee Organizational Meeting was held at 6:00 p.m. in the 3rd Floor Conference Room of the Sanford City Hall Annex on Thursday, February 21, 2013, followed by a City Council/Budget Committee Public Hearing. Those present were: Mayor Maura Herlihy, Robert Stackpole, Wesley Davie, Thomas Cote, Councilor Bradford J. Littlefield, Councilor Ken Burgess, Deputy Mayor Joseph Hanslip, Councilor Fred Smith, Councilor Richard Wilkins. Absent with notice was: Mark Lucier; Absent without notice was: Councilor Alan Walsh. **CITY MANAGER:** Steven R. Buck **CITY STAFF:** Ronni-Lynn Champlin, Finance Director, Susan Cote, City Clerk, David Theoharides, Superintendent of Schools, Scott Wyman, School Business Manager, Kendra Williams, Chair of School Committee, Don Jamison, School Committee member.

City Manager Steven Buck called the meeting to order at 6:01 pm.

Roll Call: Maura Herlihy informs City Manager Buck she has reached Councilor Littlefield and Councilor Burgess by telephone and both are on the way. They misinterpreted meeting time to be 7:00pm. Robert Stackpole, present; Wesley Davie, present; Thomas Cote, present; Mayor Herlihy, present; Councilor Littlefield, present (arrived 6:07pm); Councilor Burgess, present (arrived 6:20pm).

Swearing in of New Budget Committee Members

City Clerk, Susan Cote gave oath of office to Thomas Cote. All other appointed committee members were previously sworn in, including member Mark Lucier who is absent.

Election of Chairperson for 2013/2014 Budget Committee

Councilor Brad Littlefield nominates Robert Stackpole, seconded by Councilor Ken Burgess. No other nominations offered. Vote for Robert Stackpole is 6-0. Robert Stackpole assumes his duties and proceeds with meeting agenda.

Election of Vice-Chairperson for 2013/2014 Budget Committee

Robert Stackpole nominates Brad Littlefield for Vice-Chair, seconded by Ken Burgess. Prior to vote, Thomas Cote comments that it could be perceived as “insiders” running the committee with Town Officials holding both Chair & Vice-Chair positions and perhaps the Vice-Chair should be a different person, perhaps one of the appointed members. He offers that if nominated, he would accept the position. Chairman Stackpole opens for any further nominations for Vice-Chair. Maura nominated Thomas Cote, seconded by Ken Burgess. Nominations were closed. Vote for Brad Littlefield was 3-3; Vote for Thomas Cote was 3-3. Due to tie vote and seventh member not

present, Chairman Stackpole moves to table election of Vice-Chair to March 7th meeting. All agreed.

Election of Secretary for 2013/2014 Budget Committee

Chairman Stackpole opens nominations for Secretary. Brad Littlefield nominated Maura Herlihy, seconded by Ken Burgess. No other nominations offered; nominations were closed. Vote for Maura as Secretary was 6-0.

Establish Rules of Procedure

Discussion began with review of previous rules accepted by Finance Committee. All present agreed that rules 1-6 were to be kept. All present also agreed that the section under Meeting Rules referring to sub-committees also be removed, and that Budget Committee shall meet as a whole, be added. Rule 7 & 8 should be combined and amended to read as follows:

7. Copies of minutes shall be ~~mailed~~ distributed to members no later than 3 days prior to meeting. Agenda for next meeting shall be ~~mailed~~ distributed to members no later than 3 days prior to meeting.

Rule 9 becomes 8 and is amended to read in place of “date submitted”, “show revision date”. Five or more members must be in agreement to add agenda items at the start of meeting adopted as Rule 9. Rule 10: Agenda adjustment may be made at start of meeting if majority of members present are in favor. Due to time constraints, review of the remaining ‘Meeting Rules’ was placed on the agenda for next meeting. Brad Littlefield offered to do some research and compile a draft for next meeting.

Set Agenda and Date for Next Meeting

Agenda for next meeting to include nomination of Vice-chairperson for 2013/2014 Budget Committee, Continue establishment of Rules of Procedure. Date for next meeting already set for Thursday, March 7th at 7:00 pm, City and School Comprehensive Budget Presentations. Meeting is recessed at 6:59pm and moves to Council Chambers for Public Hearing, joint meeting with City Council.

Public Hearings

The City Council and Budget Committee will conduct a public hearing on the following:

To receive comments on the proposed bonding of up to \$250,000 for Interim Financing for the siting and concept design of a new High School for Sanford. All expenditures financed under the Interim Financing Bond are eligible for reimbursement by the State of Maine upon a referendum vote accepting a future design of the School by Sanford voters, proposed March of 2014. The Interim Financing is being considered pursuant to Charter Sections 705 requiring a Public

Hearing, Budget Committee review and recommendation, and Council actions on the Interim Finance package. Budget Committee Chairman Robert Stackpole opened the Public Hearing at 7:08pm. A presentation was given by City Manager Steven Buck. The Public Hearing closed at 7:45pm.

Budget Committee Chairman Robert Stackpole recommended to the City Council to place for referendum vote in June a bond in the amount of 630,000 for the purpose of financing the concept design of a new high school and career technical center as provided by law within the Maine department of education and to propose said referendum pursuant to Charter Section 705.2 et.al.

Chairman Stackpole also recommends to the city Council to authorize the expenditure of up to 250,000 to be paid out of unassigned fund balance pursuant to their authority within the charter section 705.1 and to be reimbursed upon the issuance of a bond for the financing of the concept design of a new high school and career technical center as provided by law within the Maine DOE and submitted to the voters pursuant to the Charter section 705.2 et.al., Seconded by Councilor Littlefield. The Budget Committee voted 6-0.

Mayor Herlihy moved to accept the recommendation of the budget committee to place for referendum vote in June a bond in the amount of 630,000 for the purpose of financing the concept design of a new high school and career technical center as provided by law within the Maine department of education and to propose said referendum pursuant to charter section 705.2 et.al.

Councilor Wilkins moved to approve, seconded by Councilor Burgess. The City Council voted 6-0 to approve.

Mayor Herlihy moved to accept the recommendation of the budget committee in the affirmative and to authorize the expenditure of up to 250,000 to be paid out of unassigned fund balance and to be reimbursed upon the issuance of a bond for the financing of the concept design of a new high school and career technical center as provided by law within the Maine department of education and submitted to the voters pursuant to charter section 705.2 et.al.

Councilor Littlefield moved to approve, seconded by Councilor Wilkins. The City Council voted 6-0 to approve.

Adjournment

Mayor Herlihy moved to adjourn at 7:57pm

This portion of minutes, respectfully submitted by Susan Cote, City Clerk