

**FINANCE AND PENSION COMMITTEE
MEETING MINUTES
THURSDAY, JULY 8, 2021 - 6:00 p.m.**

The meeting of the Finance and Pension Committee was held at Doylestown Borough Hall, 57 West Court Street, Doylestown, Pa., on the above date and time.

Present: Chairperson Noni West, Ben Bell, Tim Brennan, and Joe Frederick. Council President Jack O'Brien, Mayor Ron Strouse, and Borough Manager John Davis were also in attendance.

The **Minutes** of the June 10, 2021 meeting were approved.

Moving Costs to 229 North Broad Street: John presented a proposal from Thompson Networks to upgrade and relocate the Borough's IT network and phone system to the new Borough Hall at 229 North Broad Street. The capital cost for new phones and network equipment is \$13,923 and would be funded by both the General and Water Funds' Capital Reserve. The \$8,500 for installation and training would be funded by existing line items for Training, Telephone, and IT in the General and Water Fund Budgets, although these line items may consequently end the year over budget.

John also pointed out that the moving cost going forward for IT and Telephone Services would be reduced by \$315.90 by the proposal.

Ben asked about a note in the proposal referring to "Office 365 Premium" and wondered if this meant that the Borough would be forced to either dispense with its Google Workplace Suite or pay for a redundant system. John will clarify with Thompson and report back to the Committee. Ben next inquired whether Thompson had proposed or asked to propose a fully cloud based network. John indicated that they had not, but would ask Thompson to respond as to whether such a network was possible and what it might cost.

John next presented a proposal for the relocation of all of the Borough's files to the new Borough Hall in the amount of \$10,902. While furniture and personal workspace items would be moved in-house by Staff, John explained that the sheer volume of files and the need to maintain operation during the move necessitates outside assistance. After discussion, the Committee voted unanimously to recommend the proposal to Borough Council for approval.

Bucks County Tour of Honor Request. The Committee voted unanimously to donate \$100 to the Bucks County Tour of Honor program as Council has from 2016-2019 (the program was not held in 2020 due to the pandemic). John explained that the donation is permitted under Pa. Title 8, Chapter 12.

The Committee next discussed Chapter 12 and how it impacts the question of whether to create a separate Borough policy for contribution requests. Ben pointed out that since Borough contributions are governed by Chapter 12, a separate policy was unnecessary and the Committee agreed.

Old/New Business: None.

Adjourned: 6:40 p.m.

Respectfully submitted,

John Davis
Borough Manager

JHD:sa