

MINUTES
OF THE
FINANCE COMMITTEE
TUESDAY, JUNE 16, 2009
SANDWICH PUBLIC LIBRARY
142 MAIN STREET
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Present: Paul Kilty, John Vibberts, Bill Diederling, Tom Hickey, Glenn Pare', Ellen Scott and Hank Tuohy.

Absent: Ellen Yaffe and Veronica Mooney

Also Present: Mr. Dunham. Ms. Guild, Mr. Kennan, Mr. Pierce, Mary Stanley (Enterprise) and SACAT

Meeting called to order at 7:00 p.m.

**ITEM #2**  
**APPROVAL OF MINUTES**

**Minutes of April 7, 2009-**

**\*MOTION WAS MADE BY MS. SCOTT TO APPROVE THE MINUTES OF APRIL 7, 2009. SECONDED BY MR. TUOHY. VOTE – UNANIMOUS**

**Minutes of April 21, 2009-**

**\*MOTION WAS MADE BY MR. PARE' TO APPROVE THE MINUTES OF APRIL 21, 2009. SECONDED BY MR. VIBBERTS. VOTE – UNANIMOUS MS. SCOTT AND MR. TUOHY ABSTAINING.**

**ITEM #3**  
**TOWN MANAGERS REPORT**  
**RESERVE FUNDS TRANSFERS (VOTE REQUIRED)**

Mr. Dunham gave an overview of the FY2009 Reserve Fund Transfer 'up to' Requests:

|                   |              |                                     |
|-------------------|--------------|-------------------------------------|
| Natural Resources | \$10,000.00  | (Work Camper Program)               |
| IT                | \$25,000.00  | (\$32K in security breach expense)  |
| Police            | \$60,000.00  | (Over time coverage)                |
| Fire              | \$15,000.00  |                                     |
| DPW               | \$15,000.00  | (Consolidated fuel account overage) |
| Veterans          | \$ 7,500.00  |                                     |
| Library           | \$50,000.00  | (HVAC repairs)                      |
| Library           | \$14,400.00  | operating expenses                  |
| Unemployment      | \$30,000.00  |                                     |
| Total             | \$246,900.00 |                                     |

|                                    |                     |
|------------------------------------|---------------------|
| Reserve Fund FY'09 Appropriation   | \$400,000.00        |
| Less the 'up to' transfer requests | <u>\$246,900.00</u> |

Estimated FY'09 Reserve Fund Bal. \$153,100.00

Mr. Diederling asked if there are any accounts that we are way under? Mr. Dunham noted that with the Health Insurance and Liability; Legal; and Short Term Debt accounts there is \$700,000 plus to be returned.

Mr. Pare' asked what the total Police Dept. overtime account is now. Mr. Dunham offered that the appropriation was \$367,000.00. It could be \$450,000.00 in overtime. Mr. Pare' suggested that we should still consider hiring at least one more person from this budget and suggested that it be looked at again for next year.

**\*MOTION WAS MADE BY MR. DIEDERING TO APPROVE THE RESERVE FUND TRANSFERS AS PRESENTED. SECONDED BY MR. PARE'.**

Discussion-

Mr. Pare' noted, for confirmation purposes, that these amounts are 'up to' amounts in total for the entire FY'09.

**VOTE – UNANIMOUS**

Mr. Dunham gave an overview of FY'2009 Cherry Sheet Estimate information from the Massachusetts Department of Revenue, Division of Local Services – FY2010 Local Aid Estimates.

Mr. Pare' asked Mr. Dunham for an update on the Sandwich Hollows Golf Club, Town Hall Renovation and the Shawme Dam projects.

Mr. Dunham noted that the Shawme Dam project is done. Some time in September we are going to have an opening ceremony. We are going to construct a wooden bridge over the top because of the drop off. It all came in under budget. Director of Natural Resources Mark Galkowski applied for and received grant money for parts of the project.

Town Hall Renovation – the moving company will be at Town Hall on Thursday. Monday, June 22 we should be working from Oak Crest Cove. We are using one room in the Wing School for storage. Kathy Coggeshall our Office Manager is working really hard on this project. Comcast is working on the internet but will not be in on time. We did have to upfront some money but it will be ok. The house and cabin #7 on premise at Oak Crest Cove will be used for storage.

Golf / the business report - we got a draft of about 120 pages. Assistant Town Manager Doug Lapp and Golf Director John Johnson reviewed it. There were a number of minor changes and the draft was returned late last week. We will have a public hearing in July or August. The plan is well done. Mr. Dunham will e-mail it to the Committee.

Construction as Sandwich Hollows Golf Club- The window replacements are done; siding and baseboard. There were some change orders that had to be done. The total cost is about twice as much, about \$400,000.

#### **ITEM #4** **CIPC UPDATE AND APPOINTMENT**

Capital Improvement Planning Committee-

Mr. Kilty noted that he is going to step down as a representative of Finance Committee to the **CIPC**. Mr. Vibberts has agreed to stay on. Mr. Kilty asked if anyone wanted to serve. Mr. Pare' offered that he is interested in serving as a representative from the Finance Committee to the **CIPC**. The Finance Committee members agreed.

**ITEM #5**  
**DISCUSSION ON NEW SUB-COMMITTEE**

Mr. Kilty gave an overview. The new sub-committee would be comprised of the Chair and Vice-Chair of the Board of Selectmen (currently John Kennan and Dana Barrette), School Committee (currently Bob Simmons and Shaun Cahill) and the Finance Committee (currently Paul Kilty and John Vibberts). The purpose of the sub-committee will be to facilitate communication between the Boards/Committees. Mr. Barrette and Mr. Pierce, members of the Board of Selectmen, put together a flow chart (DRAFT – Town Government Task Force Process Flow). Mr. Vibberts and Mr. Pierce offered their explanations of the flow chart.

Mr. Kilty noted that it is very important that we realize that this sub-committee has no authority. It cannot do anything. It is the Finance Committee's responsibility not to get involved. It is important that the Finance Committee maintain objectivity at an arms length. It would, perhaps, be advantageous to have meetings and go back to boards and committees and be able to say ...this is what is happening. We cannot give this subcommittee too much emphasis because it has no authority. Mr. Kilty feels, as Chairman, he is willing to do this but only if the Finance Committee is behind it.

Mr. Pare' offered that he is a little concerned about this. He once served as liaison to the Covenant Committee. There was a concern that the Finance Committee not have two members present and they don't vote. What is the difference between the Covenant Committee and this sub-committee?

Mr. Kilty noted that the main difference is that with this new sub-committee, the Chair and Vice-Chair of each Board/Committee comes to meetings and brings the concerns of their committee. We will not be involved in policy-making decisions. The sub-committee will allow for better communication. A monthly type meeting and the members will report back to their respective committee.

Mr. Pare' is concerned that this looks like we have a leader of these committees and reports back to their committee. There may be a sort of taking an opinion and bring it back to their committee.

Mr. Vibberts noted that we don't even have to be on the sub-committee. The Board of Selectmen and School Committee have approved the concept and idea.

Mr. Pare' asked what the distinction is between this sub-committee and the old Covenant Committee.

Ms. Scott offered that she agrees with some of what Mr. Pare' has said regarding the Finance Committee and the Covenant Committee. Can the Finance Committee really stay out of the policy making?

Mr. Tuohy mentioned that, as a matter of principle, through a better form of communication, the leaders of boards are about to determine the best policy for the budget and budget development. In order for Sandwich to maintain budget integrity we have to have much better communication within the leadership of the Town government. The Board of Selectmen's and School Committee's lack of progress and that puts us in jeopardy. These board need to figure out how to better communicate. It is important for financial consideration to be part of that communication; but, I do understand what everyone has been saying.

Mr. Diedering noted that the impression he is getting is that it is really a communication mechanism. As a communication tool he thinks it has merit and can be useful. Tri-Board meetings have not worked. This could work. How is this sub-committee different from the Covenant Committee? Mr. Diedering noted that he was very disappointed when the Covenant Committee was disbanded. Some of the same people that voted to disband the Covenant Committee just voted for this sub-committee. Mr. Diedering doesn't know and needs to know what is the difference.

Mr. Kilty offered that he is not here to waste his time on a sub-committee. We are not going to do new Chair and Vice-Chair to the Finance Committee at tonight's meeting. That will be done at the next meeting. The reason he is doing this job is for the citizens and the Town and is confused by the flow chart. This has not been formally adopted by the Board of Selectmen.

Mr. Vibberts noted that the sub-committee is for specific topics such as police overtime; should we share sport fields, etc.

Mr. Diedering suggested we create this sub-committee on an ad hoc basis; create specific charge of duties; come back to the three boards for adoption once we know what we are doing.

Mr. Kilty suggested that the Finance Committee can have more conversation about this.

Mr. Hickey noted that he likes Mr. Diederling's thought about an ad hoc committee. Mr. Hickey has a problem in the way this was presented. The Finance Committee has to be as clean as the driven snow. We are not going to be. We will be considered part of a group instead of a stand-alone committee. Would like to see a mission statement on this committee to see what it is going to do.

Ms. Scott offered that we cannot change things without changing the form of government. Maybe the Board of Selectmen and School Committee communicating together would be a good idea. The Finance Committee perhaps should look at specific tasks as needed.

Mr. Diederling noted that Ms. Scott's idea is an excellent idea. There are lots of issues that are not even financial.

Mr. Kilty suggested that the Finance Committee will make a decision at some point in the future. It is still on the table. Doesn't feel he should participate in this meeting as Chair or Vice-Chair. This discussion is tabled for future discussion. We are waiting for an exact role of this sub-committee.

Mr. Kilty thanked Ms. Scott for her many years on the Finance Committee as she has decided not to seek reappointment.

**8:10 P.M.**

**\*MOTION TO ADJOURN WAS MADE BY MR. DIEDERING. SECONDED BY MR. PARE'.  
VOTE - UNANIMOUS**

Respectfully Submitted,

Diane M. Hanelt  
Secretary

Approved: \_\_\_\_\_