

**MINUTES  
JOINT MEETING  
BOARD OF SELECTMEN/SCHOOL COMMITTEE/FINANCE COMMITTEE  
Sandwich Town Hall, 130 Main Street, Sandwich  
December 8, 2011**

Present: Frank Pannorfi, John Kennan, Linell Grundman, Jim Pierce, George Dunham, Douglas Lapp

Finance Committee: Bill Diederling, Linda Bliss, Gene Perini, Paul Sylvia,

School Committee: Shaun Cahill, Nancy Crossman, Marie Kangas, Jessica Linehan, Andrea Killion, Susan Sundermeyer, Robert Catalini, Superintendent Richard Canfield, Business Manager Michelle Austin

Also present: SCT, Mary Stanley-Enterprise; Paul Gately-Broadsider

TOWN CLERK  
TOWN OF SANDWICH

Mr. Pannorfi opened the meeting at 7:00 p.m.

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**PLEDGE OF ALLEGIANCE**

Mr. Pannorfi stated the objective of the evening is for the Selectmen to give guidance and direction in setting the budget process understanding that the numbers are fluid and will change over the next several months. Mr. Diederling said he was speaking on behalf of himself not the committee. He outlined the process he would like to see. He said all want to fund departments at the proper levels. The general government side is a little easier where the school side is different much more dynamic with changes to programs, curriculum requirements and mandates. Also, the other dynamic is enrollment challenges. He noted that the school enrollment has decreased 523 students over the past 5 year and we should realize savings from the decrease in enrollment. He suggested that the Superintendent and Town Manager be asked 1) to give a level-funded budget to give a baseline; and 2) give an itemized priority list of add-ons to baseline to be used as a tool for decision making. Dr. Canfield spoke of his past experiences in Connecticut where he develops the full budget. He discussed the state budget as well the declining enrollment and the need to find out why folks are leaving Sandwich. Other issues affecting his budget are the elimination of the federal jobs bill and on-going contract negotiations.

Mr. Dunham stated that the general government union negotiations have been settled for FY '12 and 13. He said to level service general government operations he would need around 3%. Mr. Dunham explained the sheets included in the Agenda packet. Mr. Dunham explained several large increases include School Sending Tuition funding and Upper Cape Tech which typically doesn't have a final budget figure until late in the process.

Dr. Canfield further stated that he feels if he were given a number this evening to work with it would be a deconstructive budget from his point of view. Dr. Canfield also said a report has been done accounting for every employee which he will be sharing. He said if he gets a fixed figure tonight, it will change the whole process for him. Dr. Canfield will be presenting a 20/20 Vision to focus on what we want for education and to deal with the declining enrollment in future years.

Mr. Pannorfi said the Selectmen are required by Charter to start the process and recognizes the fluidity of the process.

The members discussed level service vs. level funding budgeting.

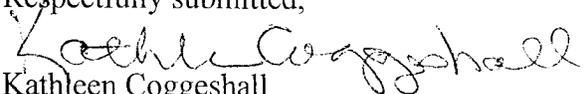
School Committee members both felt Dr. Canfield should be given the opportunity to present his vision. Dr. Canfield noted that he is currently working with a budget and programs he did not create.

Ms. Linehan wondered how strict the budget guidelines are. Mr. Pannorfi said they understand the numbers are fluid and refinements will have to be made.

**Mr. Pierce moved that Local Contribution to the school budget be increased by 1% (to \$23.15 M) and the general government budget be increased by 3% (to \$15.1 M). Mr. Kennan seconded for discussion.** Dr. Canfield felt that based on these numbers, his budget will be short by at least ½ million. To get to that figure, he will have to cut staff or programs. Dr. Canfield will be presenting his educational "Vision" in January. Mr. Pierce said the motion will not stop Dr. Canfield from proceeding but feels the Board needs to begin with a number according to the Charter. **Mr. Vitacco, Mr. Pierce, Mr. Kennan, Mr. Pannorfi so moved. Ms. Grundman opposed. Motion passes 4 ayes one nay.**

**Mr. Kennan moved to adjourn. Ms. Grundman seconded. Unanimous.**

Respectfully submitted,

  
Kathleen Coggeshall

Supporting Documents:

1. Proposed timeline for FY'13 Budget
2. Sandwich Town Charter Article VII
3. Projects Revenues and Expenses GHD – Initial FY013 Guesstimate 12/2/2011

4. Assumptions for Long Range Financial Plan FY'11 – FY'16 Draft 12/5/2011
5. Projected Revenues and Expenses FY'11-FY'16
6. FY'12 Cherry Sheet Receipts GHD draft 12/2/11
7. FY 12 Cherry Sheet Assessments GHD draft 12/2/11

