



FINAL

MINUTES OF THE FINANCE COMMITTEE
January 17, 2012

7:00 P.M.

Sandwich Town Hall
130 Main Street
Sandwich, MA 02563

Present: Bill Diederling, Chair; Linda Bliss; Paul Sylvia, Paul Kilty; Thomas Hickey; Ellen Yaffe; Gene Parini; John Vibberts and Courtney Buttner Bridge.

Staff: George Dunham, Town Manager; Doug Lapp, Assistant Town Manager and Doreen Guild, Town Accountant.

Mr. Diederling called the meeting to order.

Review and Approval of Minutes

None.

Town Manager's Report

FY '13 Budget

Mr. Dunham reviewed the budget summary. In reviewing some of the highlights, he noted that tomorrow, January 18th, the Health Insurance premium numbers will be approved. He discussed State Discretionary Aid and assessments regarding the Charter School. He also noted the snow & ice budget has hardly been utilized so far this winter.

Mr. Dunham reviewed some of the items being postponed from the Capital Budget. He has asked the Fire Department to wait for their replacement ambulance (\$250,000 requested) until a possible Fall Special Town Meeting. They also are proposing delaying the purchase of a new packer truck (\$180,000 requested) in the Public Works Department. He added that the Pay as you Throw Program is working very well.

Ms. Bliss asked, regarding the Capital Budget, if the Library boiler is being considered. Mr. Dunham said that is too large a project for the Capital Budget. Funding such as that would come from other sources. Mr. Kilty noted that the State Assessments are going up quite a bit. He said the 15% designated for the Upper Cape Technical School could double in less than five years. He supports the school but feels the percentage of assessment place on the town is very high.

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Mr. Parini asked about any increase at all in the State Discretionary Aid. Mr. Dunham said if the Chapter 70 money increases, the gap will close slightly. Mr. Diederling said the Governor will reveal his budget numbers sometime this month.

Reserve Fund

Mr. Dunham gave an overview of the Reserve Fund budget.

Overview of Town Revolving & Enterprise Funds with the Town Accountant

Mr. Dunham noted there are a couple of "mini" revolving funds in the Council on Aging and in the Recreation Department. These work by having their class fees pay for the instructors so no town funds are needed.

Revolving Fund

Mr. Dunham gave an overview of the Marina as an example of a department run with a revolving fund. They (town/marina) have a lease with the Federal Government. There have been plans for some time to build a new Marina Office. The proposed site originally was a small area across from the current office. The available land has expanded this year with the demolition of the old fish plant. The Town took the Marina over in 1989. They pay some of their own expenses such as health insurance. Storage fees they collect are put into the general fund. All the money stays within that revolving fund. Ms. Bliss asked with a twenty year waiting list for slips, is there any (known) subletting going on? Mr. Dunham replied there are many checks & balances and there have been no complaints.

Mr. Diederling noted the Community School is also a revolving fund.

Enterprise Fund

Sandwich Hollows is an example of an Enterprise Fund. They cannot spend more than is authorized at Town Meeting. Mrs. Guild noted that it is necessary to estimate revenue and John Johnson, Golf Director, has cut expenses to make it work. Mr. Dunham said the new Food Vendor in the clubhouse is working out really well. Mr. Vibberts asked if there are any proposed capital improvements to the clubhouse. Mr. Dunham replied ideally, new windows, a new roof, a more efficient heating system and of course, the elevator is an issue. Mr. Diederling asked if these capital issues in front of the CIPC? Mr. Dunham replied they will be but not yet.

There was a brief discussion about private haulers and recycling. Ms. Yaffe said private haulers should be made to recycle.

Mr. Diederling asked Mrs. Guild if money could be taken from an Enterprise fund and moved somewhere else. Mrs. Guild replied you could not do that, however, the fund itself could be subsidized. Mr.

Diedering asked if revolving funds could be subsidized. Mrs. Guild said they could but should be self-sufficient. You could not use that money elsewhere. Mrs. Guild further explained an Enterprise fund is like its own little "town" that pays for itself. Mr. Dunham further explained an Enterprise fund is voted while a Revolving fund is not.

COMMITTEE UPDATES

Mr. Vibberts said the Capital Improvement Planning Committee is scheduled to meet Monday, the 23rd of January.

Mr. Sylvia said he is waiting for a distribution packet from the School Committee.

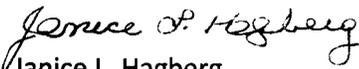
Mr. Dunham said the Selectmen will meet with the Charter Review Committee on January 26th.

Mr. Dunham added that Mr. Lapp is working on the Wing School projects. He also noted that there will be an update on the Public Safety Group on Monday.

Mr. Diedering reminded the committee to take the ethics test. It is mandatory. The next meeting will be January 31st.

Mr. Kilty move the meeting be adjourned. Mr. Parini seconded. Unanimous.

Respectfully submitted,


Janice L. Hagberg