

MINUTES
OF THE
FINANCE COMMITTEE
TUESDAY, AUGUST 28, 2012
7:00 P.M.
TOWN HALL
130 MAIN STREET

TOWN CLERK
TOWN OF SANDWICH

OCT 03 2012

11 H 00 M A M
RECEIVED & RECORDED

Present: Paul Sylvia, Gene Parini, Linda Bliss, Paul Kilty, Tom Hickey, Ellen Yaffe, Bill Diederling and Courtney Bridge

Absent: Michael Dwyer

Also Present: Town Manager George Dunham, Selectman Jim Pierce, Mary Stanley – The Sandwich Enterprise, Paul Gately – The Broadsider and SCT.

ITEM #1
CALL TO ORDER

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

ITEM #2
REVIEW AND APPROVAL OF MINUTES

Minutes of February 7, 2012-

*MOTION WAS MADE BY MS. BLISS TO APPROVE THE MINUTES OF FEBRUARY 7, 2012 AS PRESENTED. SECONDED BY MR. DIEDERING. VOTE – UNANIMOUS

Minutes of March 20, 2012-

*MOTION WAS MADE BY MS. BLISS TO APPROVE THE MINUTES OF MARCH 20 AS PRESENTED. SECONDED BY MS. BRIDGE. VOTE – UNANIMOUS

Minutes of July 24, 2012-

*MOTION WAS MADE BY MR. PARINI TO APPROVE THE MINUTES OF JULY 24, 2012 AS PRESENTED. SECONDED BY MR. KILTY. VOTE UNANIMOUS ABSTAINING – MS. BRIDGE AND MS. BLISS

ITEM #3
TOWN MANAGER'S REPORT

-Special Town Meeting will be held on Monday, October 22, 2012. There is a list of two (2) potential articles at this time.

-The Charter Review Committee may be ready for their presentation.

-John Vibberts has been the designate from the Finance Committee for the Capital Improvement Planning Committee (CIPC). Mr. Dunham gave an update on the Long Range Capital Plan Effort with the CIPC and noted that their next meeting will be in September. They generally meet the 4th Monday of the month at 4:30 pm.

-Update on the Charter Review Committee, - there are not a lot of changes that affect the Finance Committee...general overview of pages 12 and 13. Question was raised regarding the Town Clerk position and whether it will continue as an elected position. It was noted that there is some explanation in the last two paragraphs about what would happen etc. if it changed. Question was raised as to whether the FinCom would be taking a position on the Charter. It was noted that the Charter Committee will be meeting this Thursday night. If the Finance Committee has another meeting before the Charter goes to the Board of Selectmen for their approval, the FinCom will make suggestions in writing. The Board of Selectmen will review it and decide to recommend as presented or not and then ultimately it has to go to Town Meeting and then, the way it was done before, it is a special legislation. The Charter will be on the agenda for the next Finance Committee meeting. Public outreach for a Joint Public Safety Building should be put on the next FinCom agenda also. The final meeting of the Joint Public Safety



Building Committee will be this Friday and we will have one more meeting before they go out with information to the public. The FinCom should meet again in mid to late September.

-Free Cash Certified at 1.7 million.

-Future Joint Public Safety Building update and information about public outreach

-Update of ongoing consultant & professional services expenses - projects such as South Sandwich Village proposal (Golden Triangle); Gen-On (formerly Mirant); Jacob's Farm drainage easement (legal issue). Some of the items that will be paid out of Legal Account will cost more than originally planned...we have not adjusted the Legal Account in a long time. Projects that go to trials get very expensive.

-Overview of Projected Revenues & Expenses FY'13 (approved budget for Annual Town Meeting - 8/24/12);

Overview of Projected Revenues & Expenses FY'13 (approved ATM budget & Final State Aid - 8/24/2012);

Assumptions for Long Range Finance Plan - FY'14-FY'18 (Draft 8/24/2012). Brief discussion of State Assessed Tuition Assessments and the annual increases from what is voted at town meeting in May and the amount assessed to the town in July and the tuition assessment process in general.

Group Health Insurance (five year average plan) and the County Retirement Assessment were discussed.

-Other - none

ITEM #4

FINANCE COMMITTEE ASSIGNMENTS (CIPC, UCCRVTS AND SCHOOL, ETC.)

CIPC - Discussion tabled until the next FinCom meeting

UCCRVTS - Gene Parini agreed to be the Finance Committee representative to the Upper Cape Cod Regional Vocational Technical School.

School Committee - Courtney Bridge agreed to be the Finance Committee representative to the Tri-Board.

ITEM #5

OTHER

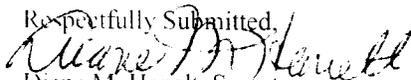
The next Finance Committee meeting is scheduled for Tuesday, September 18th. The Joint Public Safety Building Committee group will be coming in.

ADJOURNMENT

8:05 P.M.

***MOTION TO ADJOURN WAS MADE BY MR. KILTY. SECONDED BY MS. BLISS. VOTE - UNANIMOUS.**

Respectfully Submitted,


Diane M. Hanelt, Secretary

Approved: as amended 10/2/12

Supporting Documents:

-Calendar for Warrant signing and Posting and STM date (Oct. 22, 2012)

-List of Potential October 22, 2012 STM Articles (GHD Draft 8/24/2012)

-Long Range Capital Plan (GHD Draft 8/24/2012)

-Draft No. 5, August 23, 2012 - Town Charter

-Free cash Approval Notification for Sandwich

-Public Outreach for a New Joint Public Safety Building - Kaestle Bros. Fall 2012

-On-going Consultant & Professional Services Expenses

-Projected Revenues & Expenses - FY'13 (Approved Budget for ATM - 8/24/2012)

-Projected Revenues & Expenses - FY'13 (Approved ATM Budget+Final State Aid 8/24/2012)

-Assumptions For Long Range Financial Plan: FY14-FY'18 / Past and Current Assumptions (Draft 8/24/2012)