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MINUTES
OF THE
FINANCE COMMITTEE
TUESDAY, OCTOBER 2, 2012
7:00 P.M.
TOWN HALL
130 MAIN STREET

TOWN CLERK
TOWN OF SANDWICH

FEB 06 2013

2 H 30 M P M
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Present: Paul Sylvia, Gene Parini, Linda Bliss, Ellen Yaffe, Bill Diederling, Courtney Bridge, Michael Dwyer and Richard Reilly

Absent: Tom Hickey

Also Present: Town Manager George Dunham; Town Accountant Doreen Guild; Members of the Public Safety Building Committee- Assistant Town Manager Doug Lapp, Selectman Ralph Vitacco, Susan James, Building Inspector Paul Spiro, Fire Chief George Russell, Stephanie Nadolny; Selectman Jim Pierce, and SCT.

ITEM #1
CALL TO ORDER

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

-Chairman Paul Sylvia welcomed the newest member of the Finance Committee, Richard Reilly.
-Former Finance Committee member Paul Kilty was thanked for his years of service on the Committee and was acknowledged for his continuing volunteer work in the community with groups such as the Kiwanis Club.

ITEM #2
REVIEW AND APPROVAL OF MINUTES

Minutes of August 28, 2012-

Discussion – Ms. Bridge noted on page 2 Item #4 change School Committee to Tri-Board.
***MOTION WAS MADE BY MS. YAFFE TO ACCEPT THE MINUTES OF AUGUST 28, 2012 AS AMENDED. SECONDED BY MR. PARINI. VOTE – UNANIMOUS**

ITEM #3
TOWN MANAGER’S REPORT

Presentation on proposed Joint Public Safety Building-
Mr. Dunham introduced the members of the proposed Joint Public Safety Building Committee – Doug Lapp, Ralph Vitacco, Susan James, Stephanie Nadolny, Paul Spiro, and Fire Chief Russell. Also on the committee but unable to attend tonight’s meeting are Shawn Cahill, Todd Costa and Michael McKeon from the engineering firm Kaestle Boos, John Vibberts. The Committee meets regularly. The Committee is looking for feed back from each presentation. Outreach meetings are being scheduled. This presentation is scheduled to be given after the Special Town Meeting on October 22.
Each member of the proposed JPSB Committee who was present gave an overview of a segment of the presentation. After a general discussion Mr. Sylvia asked the Committee members to send any questions about the proposed JPSB to him and he will get them to Mr. Dunham.
Fire Chief Russell noted that October 20 at 10 a.m. is the next open house and will be held at the Police and Fire Station Headquarters on Rte. 6A.
Mr. Dunham noted that this would require a 2/3rds vote of the Board of Selectmen; a 2/3rds vote of Town Meeting and a majority vote in the elections. There was some concern expressed about low voter turnout. More details about the proposal will be available in December. Some of the financial information is on the website.

October 22, 2012 Special Town Meeting warrant articles-

Article #1 – Increased FY’13 School Dept. Appropriation to Match Ch. 70 Appropriation.
Mr. Dunham gave an overview of the need for a vote regarding the \$132,400.00 (or any other amount).



General discussion.

***MOTION WAS MADE BY MS. BLISS TO RECOMMEND APPROVAL OF ARTICLE #1. SECONDED BY MS. YAFFE. VOTE – MR. SYLVIA, MS. BLISS, MS. YAFFE, MR. DIEDERING, MS. BRIDGE, MR. DWYER AND MR. REILLY – AYE; MR. PARINI – NAYE**

Article #2 – Professional Services Appropriation to FY'13 Legal Budget.

Mr. Dunham explained the request for an additional \$50,000 to be expended for professional services.

***MOTION WAS MADE BY MR. DIEDERING TO RECOMMEND PASSAGE OF ARTICLE #2. SECONDED BY MS. BRIDGE. VOTE – UNANIMOUS**

Article #3 – Capital Appropriation for Fire Department Ambulance.

Mr. Dunham gave an overview of the request for \$250,000 (or any other amount) for the purpose of purchasing and equipping a fire Department ambulance.

***MOTION WAS MADE BY MS. BLISS TO RECOMMEND APPROVAL OF ARTICLE #3. SECONDED BY MR. DWYER. VOTE – UNANIMOUS.**

Article #4 – Community Preservation Act (CPA) Appropriation: Restoration & Protection of Historic Town Records

Mr. Dunham explained the request for \$17,000 (or any other amount) for the purpose of preserving, restoring and protecting historic Town of Sandwich records, documents, photographs and other archival materials and noted that this amount is supported by the Community Preservation Committee (CPC) for this purpose.

***MOTION WAS MADE BY MS. BRIDGE TO RECOMMEND PASSAGE OF ARTICLE #4. SECONDED BY MR. PARINI. VOTE – UNANIMOUS**

Article #5 – Municipal Solid Waste Contract Authority

Mr. Dunham gave an overview of this article and explained that no vote from the Finance Committee is necessary. Mr. Diederling noted that it is not a financial article directly but it does allow the Board of Selectmen to enter into a contract without Town Meeting approval and it also removes the Finance Committee from the decision process. Mr. Dunham offered additional information.

General discussion.

***MOTION WAS MADE BY MS. YAFFE THAT THE FINANCE COMMITTEE RECOMMEND ARTICLE #5. SECONDED BY MR. REILLY.**

Ms. Bliss noted that she would like more information before the committee votes on this.

Mr. Diederling – will be voting no on this article. Doesn't think we should circumvent town meeting on a big ticket item like this.

Mr. Dwyer – are there other things similar to this that we are not being engaged on that have a financial impact on the Town?

Mr. Dunham – yes, for example, cable and the first SEMASS contract.

Mr. Diederling – town meeting should be allowed to approve the contract...the question is the process of avoiding town meeting.

Ms. Bridge – when is the decision on the Municipal Solid Waste Contract going to be made?

Mr. Dunham – the goal is to make it by the end of the calendar year.

Note was made that the Board of Selectmen are the chief elected policy makers.

**VOTE – MR. SYLVIA, MS. YAFFE, MR. DWYER AND MR. REILLY / AYE
MR. PARINI, MS. BRIDGE, MS. BLISS AND MR. DIEDERING / NAYE**

The Finance Committee will not be making a recommendation.

The Special Town Meeting is set for Monday, October 22, 2012 at 7 p.m. at the Sandwich High School Auditorium. The Preparation Meeting for the Special Town Meeting will be held on Friday, October 19. Mr. Sylvia, Mr. Parini, Ms. Bridge, Mr. Reilly and Mr. Dwyer will on the stage for the Special Town Meeting on Monday.

Mr. Dunham gave a brief overview of Projected Revenues and Expenses – FY'13 (GHD Draft – Approved Budget for ATM – 10/1/2012) – Final FY'13 Budget Changes. The budgets that are affected are State Aid Discretionary; State Chapter 70 Aid; School; State Assess. Tuition Assess; and School Budget Ch. 70.

Mr. Dunham briefly explained funding from FEMA which was given to MEMA at the end of the fiscal year last year and then MEMA issues checks to individual towns where appropriate. Our Police, Fire and DPW received reimbursement funds.

ITEM #4
FINANCE COMMITTEE ASSIGNMENTS
(CIPC, UCCRVTS AND SCHOOL, ETC.)

Mr. Dunham noted that the Committee needs to assign someone for the Capital Improvement Planning Committee (CIPC). John Vibberts was the representative. Although he is no longer a member of the Finance Committee he may serve as an 'at-large' member at this point. They meet on the 3rd Monday at the Town Hall and the meetings last about 1 hour. Mr. Dwyer expressed an interest.

***MOTION WAS MADE BY MR. DIEDERING TO APPOINT MR. DWYER THE FINANCE COMMITTEE REPRESENTATIVE TO THE CAPITAL IMPROVEMENT PLANNING COMMITTEE. SECONDED BY MS. BLISS. VOTE – UNANIMOUS**

-Mr. Dunham noted that the next CIPC meeting is scheduled for October 15, 2012 at 4:30 pm.

Ms. Bridge (Tri Board) – put any type of issues in writing for them to discuss.

Mr. Parini (UCCRVTS) no update at this time.

ITEM #5
OTHER

Mr. Sylvia reminded the FinCom members that the Association of Town Finance Committees Annual meeting is scheduled for October 20. Contact Diane (FinCom Secretary) if you plan to attend.

ADJOURNMENT

9:20 P.M.

***MOTION TO ADJOURN WAS MADE BY MS BRIDGE. SECONDED BY MS. BLISS. VOTE – UNANIMOUS.**

Respectfully Submitted,


Diane M. Hanelt, Secretary

Approved: 2/5/13

Supporting Documents:

- Public Outreach for a New Joint Sandwich Public Safety Facility (Fall 2012 – Kaestle Boos)
- Warrant – Special Town Meeting October 22, 2012
- Projected Revenues and Expenses – FY'13 (GHD Draft – Approved Budget for ATM 10/1/2012)
- Projected Revenues and Expenses – FY'13 (GHD Draft – Approved Budget for ATM 10/1/2012 (Final FY'13 Budget Changes)