Town Clerk

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TOWN OF SANDWICH

MAR 27 2013

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MINUTES
OF THE
FINANCE COMMITTEE
TUESDAY, MARCH 19, 2013
7:00 P.M.
TOWN HALL
130 MAIN STREET

Present: Paul Sylvia, Gene Parini, Ellen Yaffe, Bill Diedering, Linda Bliss, Courtney Bridge, Tom Hickey, Richard Reilly, Mike Dwyer

Also Present: Town Manager George Dunham; Selectmen Jim Pierce and Linell Grundman; School Committee Representative and SCT

ITEM #1
CALL TO ORDER

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

ITEM #2
REVIEW AND APPROVAL OF MINUTES

No minutes presented for approval.

ITEM #3
TOWN MANAGER'S REPORT

Update on the Upper Cape Regional Technical School District Sandwich assessment – Operating Budget $1,901,495.00/ Capital Budget $97,068.00 for a Total Assessment of $1,998,563.00 for the fiscal year ending June 30, 3014.
General brief discussion.

Overview of Projected Revenues and Expenses – FY'14 Increased Chapter 70 Aid…hasn't changed except for the UCCRTS budget.

Overview and general discussion of the General Government FY'14 Budget Totals.

Some files that have been stored at the H.T. Wing School (when the Town Hall was renovated) have to be moved due to a moisture issue. We are renting two units at a storage company for two years at $5,000 per year. This will be taken from the Facilities Dept. budget.

Information on 'Where Does Each Dollar the Town Receives Come From?' FY13 – a written and numeric breakdown as well as a color 'pie chart' and 'Where Does Each Dollar the Town Spends Go?' – a written and numeric breakdown as well as a color 'pie chart'. 'Where Does Each Dollar The Town Spends Go?'…Schools & General Government Expenses – a written and numeric breakdown as well as a color 'pie chart'. It was noted that school costs are different in a regional school district.
It was noted that, part of the real value of this information in this format is to look at the trends and try to keep an eye on this. Mr. Dunham was thanked for this presentation…it is a wealth of information.

Tuition assessments have gone up 194% in the last many years. We have lost about 455 students to other school systems in the last many years.

Note was made that there has been a 30% increase in calls to public safety departments. Many cape towns have more second homes and they bring in a lot of tax value but there is not as much of a demand on public safety.

It was noted that the Town of Sandwich grew in the 1980's so the schools department is where our money went.

The Capital Improvement Planning Committee met this afternoon. Waiting to hear the engineering report on Thursday night's Selectmen's meeting for an update on the Library HVAC project. The Finance Committee is invited to attend…it will be posted as a joint meeting.

FY'14 Capital Budget update. There should be a clearer presentation on Thursday night at the Selectmen's meeting with an explanation of the funding of the Library HVAC system and the high school wing A window sill renovation project.

Mr. Dunham will be meeting on Thursday morning with the School Business Manager to talk more about the school capital project.

Overview of Index of Warrant Articles for the Annual Town Meeting, Monday, May 6, 2013. There are six Petition Articles, two capital items and the budget. Article #7 is a request for a debt exclusion for the Joint Public Safety Building. The Board of Selectmen voted 4-1 to put the JPSB project on the warrant.

The Joint Public Safety Building group will be coming in to next week's Finance Committee meeting.

At Mr. Dwyer's request, Mr. Dunham explained the petition articles.

Mr. Dunham noted that the warrant will be posted April 19…the Board of Selectmen will finalize it the prior Thursday night, April 11.

ITEM #4
COMMITTEE

Sub-Committee Reports-
Ms. Bridge – No Tri-Board meeting this week - next meeting to be determined.

Mr. Dwyer attended the Capital Improvement Planning Committee meeting this afternoon. The Library HVAC system and the A Wing at the High School were discussed. Taking a good look at the Long Range Capital Plan.

Mr. Parini – at the Upper Cape Cod Regional Vocational Technical School Committee meeting last Thursday the budget numbers were finalized.

Other-
None

Mr. Sylvia thanked Superintendent of Schools Dr. Canfield and School Facilities Director Alan Hall for the tours. Ellen Yaffe, Gene Parini, Bill Diedering and Paul Sylvia attended.
Mr. Dwyer asked if future school tours are planned, could they be offered at a better time more people may be able to attend.
Mr. Parini thanked Dr. Canfield and Alan Hall also and noted that Mr. Hall is highly knowledgeable. The general government Facilities Department has a staff of two and the school department has a staff of 24.

If the Town and School Department could be consolidated there would be more opportunity to get more work done. Mr. Dunham noted that the town's facility department is two full time employees and three part-time employees.

Mr. Sylvia reminded everyone that the Committee has been invited to attend this Thursday night's Selectmen's meeting and next Tuesday night's Finance Committee meeting there will be a Joint Public Safety Building committee presentation.

Mr. Dunham noted that the decision for the HVAC system at the Library could be made at Thursday night's Selectmen's meeting.
Mr. Sylvia doesn't see the Finance Committee taking a vote on it on Thursday night.

ITEM #5
ADJOURN

7:53 P.M.
***MOTION TO ADJOURN WAS MADE BY MR. DIEDERING. SECONDED BY MR. PARINI VOTE – UNANIMOUS.**

Respectfully Submitted,

Diane M. Hanelt

Diane M. Hanelt, Secretary

Approved: 3/26/13 as presented

Supporting Documents:

UCCRTS Assessment Letter 3/15/13

Projected Revenues and Expenses – FY'14 – Increased Ch. 70 Aid (Selectmen Recommendation 2/28/13

FY'14 Budget Totals) GHD Draft 3/18/2013

Projected Revenues and Expenses – FY'13 (GHD Draft – Final State Aid and Special Town Meeting Votes 3/18/2013)

Where Does Each Dollar The Town Receives Come From? (Source: Final Project FY'13 Revenues and Expenses w/o Capital Exclusion) – written/numeric and pie chart

Where Does Each Dollar The Town Spends Go? (Source: Final FY'13 Projected Revenues & Expenses w/o Capital Exclusion – written/numeric and pie chart

Where Does Each Dollar the Town Spends Go? Schools and General Government Expenses (Source: FY'13 Projected Revenues & Expenses w/o Capital Exclusion) - written/numeric and pie chart

FY'14 Capital Budget Summary (Draft 3/18/2013)

Investigative Survey – HVAC Feasibility Study Public Library – McKinnell Mckinnell & Taylor, Inc. January15, 2013

RLB (Rider Levett Bucknall) Report – DRAFT Preliminary Cost Estimate Sandwich HS Wing A Window Sill Renovation

Index of Warrant Articles May 6, 2013 ATM (GHD Draft 3/19/2013)