

Town Clerk

TOWN CLERK
TOWN OF SANDWICH

SEP 25 2013

L H O O M P M
RECEIVED & RECORDED ↑

MINUTES
OF THE
FINANCE COMMITTEE
TUESDAY, AUGUST 27, 2013
7:00 P.M.
TOWN HALL
130 MAIN STREET

Present: Paul Sylvia, Ellen Yaffe, Gene Parini, Tom Hickey, Michael Dwyer, Richard Reilly, Linell Grundman, Matthew Terry and Anne Dessertine

Also Present: Town Manager George Dunham; Assistant Town Manager Doug Lapp; Selectman Chair Jim Pierce; SEIC members Dick Johnson, Ellen Spears and Charlie Ritch, 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

Minutes of Tuesday, July 9, 2013-

*MOTION WAS MADE BY MS. YAFFE TO APPROVE THE MINUTES OF JULY 9, 2013 AS PRESENTED. SECONDED BY MR. PARINI. VOTE – UNANIMOUS MR. DWYER ABSTAINING

ITEM #3

None.

ITEM #4
TOWN MANAGER'S REPORT

MSBA decision of Sandwich High School A-Wing Repairs-

The School Department just heard back from the State that they were turned down for reimbursement from MSBA for the windows project at the High School so the Town is 100% responsible for the work. The Board of Selectmen and Finance Committee will have to decide how to address it. The total cost is estimated at about \$500,000.

Format of Revenue & Expenses Estimates-

Overview of proposed new format of Budget Summary pages - Revenues & Expenses (Town Manager's Budget handout pages for FinCom and Selectmen meetings).

Ms. Yaffe noted that she needs to study this a little more to be sure it is fully transparent.

Mr. Parini suggested a support schedule.

Mr. Dunham noted that he could list them on a separate sheet.

Public Safety Building Status Update-

Overview of Executive Summary based on feedback from the Board of Selectmen last week. We are going to try to consider /reconsider various items. At the end of October the group is scheduled to go back before the Board of Selectmen. The group may have to ask the Finance Committee for some capital funding at a Special Town Meeting or the next annual in May.

Mr. Dwyer noticed that there are no citizens in the Public Safety Building group. Mr. Dunham mentioned the group is working on the 'nuts & bolts' of the project so, at this time, we are having staff members including Mr. Dunham, Mr. Lapp, the Fire and Police Chiefs, the Emergency Management Director and the Building Inspector involved.

The citizens who expressed an interest in working on this project were contacted. When a presentation is made to the Selectmen, they will be invited to attend to give their feedback. The Board of Selectmen felt that too large a committee makes it difficult to get things done.



Other-

The Glass Town Cultural District has been awarded just under \$25,000 for each of two years through the Mass. Cultural Council/ Adams Arts Program. They applied for \$40,000 for two years. At some point later this year the Finance Committee will probably be asked to approve a reserve fund transfer for an amount to be determined. If there is funding from the State for a second year, we will try to find it in the budget for next year so that we don't have to ask for a Reserve Fund Transfer next year. Ms. Grundman noted that about \$24,000 is what the State is giving the Town. The Town is committed to roughly \$24,000 in matching cash. \$50,000 a year for two years in budget money which will include our cash commitment. That cash may come down a little bit. The Visitors Services Board has committed \$3,000 a year and two non-profits the Friends of the Library and Friends of Town Hall have committed \$300 a year each.

Mr. Dunham noted that the money has been awarded to the Town so it would come in to the Accounting Dept. so they will get it but, right now, there is a steering committee through the cultural district that has been set up for over site...a lot of it is spelled out by the grant.

Mr. Dunham also noted that there was a large grant application the Fire Dept. did for Scott back packs (air units) to help the firefighters breathe in a fire...there was a 10% match for that. The grant was for \$330,000 and the match the Town was committed for was \$30,000.

Ms. Grundman noted that she will send a copy of the grant ~ budget and plan ~ for FinCom review.

Brief discussion on the Clark Haddad Building and any potential funding for it.

ITEM #5
COMMITTEE

a.Sandwich Economic Initiative Corporation (SEIC) Funding Request Update-

SEIC President Dick Johnson; Treasurer Charlie Ritch and Vice-President Ellen Spears, were present. Mr. Johnson gave an overview of the SEIC Development Strategy, Key Development Areas (5-10 year time horizon), Service Needs for all Future Development, Priority Projects, Request, Funding Mechanisms, Tax Revenue Total and Jobs. The SEIC gave this presentation to the Board of Selectmen a few weeks ago. The SEIC received \$50,000 in seed money and it is appreciated. The SEIC is looking at how to maximize this. The SEIC is not looking for more seed money; it is looking for money for legal, technical, engineering.

The SEIC is a nine member board and, at this time, there is one vacancy. Economic development just doesn't happen...it is part of a planned strategy. The Local Comprehensive Plan (LCP) is our bible.

The top three priority projects are South Sandwich Village (the Golden Triangle land) which is critical to complete. After SS Village, the industrial area and the Marina.

Discussion on Funding Mechanisms and Priority Projects.

The South Sandwich Village is a priority project because there is a lot of money invested in it already.

Statistics were used to determine the numbers for Tax Revenue Total and Jobs.

With regard to the acres of industrial land, there is potential funding coming back; however, this committee does not like to talk about potential.

Ms. Yaffe noted that in order for the SEIC to be effective they must find a reliable source of funding...that some work needs to be done by the Town and the SEIC to establish a formula or policy with respect to what developers must pay when engaging in development deals in Town.

Mr. Dwyer offered the 'linkage' concept that is used in the City of Boston.

The SEIC noted that the companies who have shown an interest in coming to Sandwich are reliable for their money.

Question was raised about the time line between the investment and the fruition...there doesn't appear to be a balance here or a time line. The SEIC noted that there is substantial interest in the industrial area. There doesn't appear to be any risk there at all.

In response to an accountability question raised by a FinCom member, Mr. Ritch gave an overview of 'return on a short term investment' and offered the paper work for FinCom review.

The SEIC is asking the Town to find a steady amount of money out of the budget to put toward this. It is not going to be a one shot investment. In the long run the economic development will pay for itself year after year. There are certain things that need to be done and the SEIC needs the Town's support.

The SEIC has a Memorandum of Understanding (MOU) for South Sandwich Village. The Board of Selectmen wants a MOU for each project and a business plan with a time line etc.

Question was asked – what happens if the SEIC does not get the funding from the Town?

The SEIC noted that there always has to be a Plan B. Mass. Development may consider helping us and the private sector needs to be at the table also. If Plan A is not given to us, Plan B will take a lot longer. \$165,000 is what the SEIC needs for the Industrial Park land and the Marina.

Question was raised – has there been a detailed accounting of how the \$50,000 in seed money was spent? Mr. Ritch, Treasurer of the SEIC, presented a report that shows every check that was written and every invoice for the \$45,000 spent.

b. Sub-Committee Assignments/Reports-

Mr. Reilly (Capital Improvement Planning Committee) – no meetings

Ms. Grundman (School Committee) – nothing to report

Mr. Parini (Board of Selectmen) – 1) voted to continue doing business for ten years additional with Covanta/ SEMASS (for solid waste agreement)...\$65.00 per ton, a 2.5% annual increase. The current contract expires in 2015. 2) The South Sandwich Village – the Board anticipates executing a Purchase and Sales Agreement the later part of this year/beginning of next year. 3) Approved funding for the Historical Commission to spend up to \$15,000 to determine if the Clark-Haddad building on Dewey Ave. should be restored. The funding will pay for architectural studies. 4) FEMA maps are available. If residents feel the maps are not accurate there is an appeal process. 5) Voted to adopt Sewer Regulations 6) Discussed the Town of Sandwich getting out of the Cape Cod Commission.

c. Future Meeting Schedule-

A joint meeting with the Selectmen by the end of September to discuss the future budget was discussed. Date to be determined depending on whether the FinCom or Selectmen host the meeting. Mr. Pierce suggested that he and Mr. Sylvia get together and determine a meeting design to include who comes, what product do we expect to get out of it and what information we need to bring into the meeting... then we can determine who will host the meeting, if that is ok with the Finance Committee. If it is determined that significant input is needed from the School Committee they will be invited to attend. They don't actually move their budget forward until they get their October enrollment figures...so it may be a little pre-mature for them to be participating in this meeting.

Ms. Grundman noted she would appreciate having a two-week notice on a meeting date.

Mr. Pierce – Dick Johnson's remarks about Jim helping to get some things started (with the SEIC) were too kind. Mr. Pierce made it clear that he was not that influential...that it was all internal. Mr. Pierce just kept after them and what came back were priorities and probability of success...the SEIC was asked to create and put together a business plan.

Mr. Pierce made a public apology to Charlie Ritch, Treasurer of the SEIC – Mr. Pierce noted that he was quoted accurately in the newspaper with a statement about (the SEIC)'sloppy accounting'. Mr. Ritch called Mr. Pierce regarding the statement. Mr. Ritch and Mr. Pierce got together and Mr. Ritch gave Mr. Pierce a copy of the information he presented at tonight's meeting. Mr. Pierce was unaware that this documentation existed. Mr. Pierce noted that he is not sure why he was not aware of it. Mr. Pierce publicly withdrew his comment about 'sloppy accounting'.

Mr. Dwyer asked if the FinCom can talk about a process for the money for the schools A-Wing etc. so we don't look like the 'bad guy'. Mr. Dunham gave a brief overview and noted that the Building Inspector and the facilities person at the high school are looking at the best way to handle the issue.

Mr. Sylvia asked the FinCom members to e-mail him any issues they would like to discuss.

Ms. Dessertine, as a member of the 375th Anniversary Committee, asked if there is any funding available from the Town...is the FinCom going to discuss it? Mr. Parini noted that the 375th Anniversary Committee received \$75,000 from the May 2013 Annual Town Meeting.

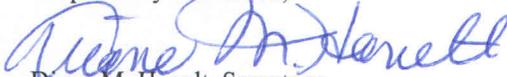
d. Other-
None

ITEM #6
ADJOURN

8:35 pm

***MOTION TO ADJOURN WAS MADE BY MR. PARINI. SECONDED BY MS. YAFFE VOTE – UNANIMOUS.**

Respectfully Submitted,


Diane M. Hanelt, Secretary

Approved: 9/24/13

Supporting Documents:

- Mass. School Building Association (MSBA) information
- Project Revenues and Expenses - FY'14 / FY'14 Budget Totals...Sample
- Public Safety Planning – Executive Summary
- Adams Arts Program – Mass Cultural Council/Glass Town Cultural District
- Sandwich Economic Initiative Corporation Development (SEIC) – Strategy etc.