

SEP 05 2014

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MINUTES  
OF THE  
FINANCE COMMITTEE  
TUESDAY, JULY 22, 2014  
7:00 P.M.  
TOWN HALL MEETING ROOM  
130 MAIN STREET, SANDWICH, MA

Present: Tom Hickey, Gene Parini, Mike Dwyer, Linell Grundman, Matthew Terry, Mark Snyder and Bob Guerin.

Absent: Rich Riley

Also Present: Assistant Town Manager Doug Lapp, Financial Director/Town Accountant Doreen Guild, Selectman Jim Pierce, Jim Kinsella of the Sandwich Enterprise and SCT

**ITEM #1**  
**CALL TO ORDER**

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

Interim Chairman Tom Hickey introduced the newest member of the Committee Bob Guerin.

**\*Nominations for Chairman were accepted – Mr. Dwyer nominated Mr. Parini as Chairman. Seconded by Ms. Grundman. There being no other nominations, Mr. Snyder called for closure of nominations. The vote for Mr. Parini as Chairman was unanimous.**

**\*As Chairman, Mr. Parini opened nominations for Vice-Chairman. Mr. Snyder nominated Ms. Grundman as Vice-Chairman. There being no other nominations, Mr. Snyder called for closure of nominations. Mr. Parini called for the vote by a show of hands. The vote for Ms. Grundman as Vice-Chairman was Five (5) in favor. No Vote Was Recorded for Mr. Dwyer.**

**ITEM #2**  
**REVIEW AND APPROVAL OF MINUTES**

Minutes of Tuesday, April 15, 2014-

**\*MOTION WAS MADE BY MS. GRUNDMAN TO APPROVE THE MINUTES OF APRIL 15, 2014 AS PRESENTED. SECONDED BY MR. HICKEY. VOTE – MR. HICKEY, MR. PARINI, MR. DWYER, MS. GRUNDMAN, MR. TERRY – IN FAVOR. MR. GUERIN AND MR. SNYDER ABSTAINING AS THEY WERE NOT PRESENT AT THE APRIL 15, 2014 MEETING**

**ITEM#3**  
**ASSISTANT TOWN MANAGER / FINANCIAL DIRECTOR'S REPORT**

Mr. Lapp noted that the town has gone out to bid again for the Library HVAC project. This time the bids came in successfully and we are in the process of executing the contract.

Mr. Parini asked if there is a time-frame.

Mr. Lapp – it is kind of hard to know exactly. Because of some of the physical constraints of the building...some of the parts have to be disassembled and reassembled on site. Will try to get it done as quickly as possible.

FY'14 Reserve Fund Transfers –

Mr. Lapp presented and there was a general discussion on Reserve Fund Transfers for Veterans Services, State Assessments as well as the Police and Fire overtime. Referring to the percentage increase for the Police and Fire budgets Mr. Guerin asked how close will this be. Mr. Lapp noted that the Police and Fire Budgets are a little bit different than other budgets. Generally we are comfortable but these areas are a little more uncertain.

Brief discussion on the General Government budget adjustment of 2.5% and the School Department budget adjustment of 3.2%.

It was suggested that we want to be careful about creating an artificial base.

**\*MOTION WAS MADE BY MR. HICKEY TO APPROVE THE RESERVE FUND TRANSFERS AS PRESENTED:**

*Police	\$138,298.98
*Fire	\$ 31,679.23
*Snow and Ice	\$ 76,555.98
*Veterans Services	\$ 839.32
*State Assessments	\$ <u>5,530.00</u>

\*Plus-

Library	\$ 15,800.00	(previously approved on 10/15/2013)
And		
DNR Pickup truck	\$42,000.00	(previously approved on 2/4/2014)

**Total Requests** **\$310,703.51**

FY'14 Reserve Fund Appropriation	\$500,000.00
Less Final Transfers	<u>\$310,703.51</u>

FY'14 Reserve Fund Balance	\$189,296.49
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**IN THE TOTAL AMOUNT OF \$310,703.51. SECONDED BY MR. SNYDER. VOTE UNANIMOUS.**

**ITEM #4**  
**COMMITTEE**

Sub-Committee Assignments/Reports-

Ms. Grundman gave an update on the Water Quality Advisory Committee. We met about two (2) months ago and are waiting for some scientific data.

It was noted that the Finance Committee should have liaisons to the Board of Selectmen, School Committee, Upper Cape Cod Regional Technical School (UCCRTS) and the Sandwich Economic Initiative Corporation (SEIC)

Future Meeting Schedule-

Mr. Parini noted that, in the past, the Committee has met on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month. The next meeting will probably be late August/early September.

Mr. Parini thanked Ellen Yaffe (who resigned due to moving out of town) for her many years on the Finance Committee and her tremendous contributions to the Town and on the committee.

Ms. Grundman and Mr. Parini noted that the Committee is looking for a new member. Please complete a Talent Bank form which is on the town's website and send it to the Town Moderator, Garry Blank.

Mr. Snyder thanked the 375<sup>th</sup> Committee for the BASH's. Well done.

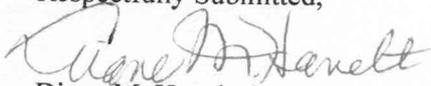
Other-  
None

**ITEM #6**  
**ADJOURN**

7:35 p.m.

**\*MOTION TO ADJOURN WAS MADE BY MS. GRUNDMAN. SECONDED BY MR. DWYER  
VOTE – UNANIMOUS.**

Respectfully Submitted,

  
Diane M. Hanelt, Secretary

Approved: 9/2/14

Supporting Documents:

FY'2014 Reserve /Fund Transfer Requests / Approvals

# SANDWICH HOLLOWES GOLF COMMITTEE

## Minutes

TUESDAY

6-10-2014

**ATTENDANCE:** Michael Regan, John Tzimirangas, John Johnson, Norm Therault, Vic Devine, Patricia Piva and Paul Washburn

1. Minutes approved and accepted.
2. No public comment.
3. Handout of financials \$24,000.00 ahead of last year. Golf Now is helping.
4. Web site: fine-tuning.
5. 6 week financial report handed out breakdown of expenses and revenue.
6. Jane Frost next week meeting with Bud and Doug Lapp license agreement.
7. Golf Now and Golf Channel interview article forth coming.
8. Get article to local papers.
9. John pleased with results from Golf Now.
10. Should hit budget \$880,000.00.
11. Course is in great shape.
12. Reappointment in 2 weeks by Board of Selectmen.
13. Demo days, Open House, New members.
14. Recreation meeting 6-23-2014 fields.
15. Next meeting 7-15-2014

A large, stylized handwritten signature in black ink, likely belonging to a member of the committee or the town clerk.

TOWN CLERK  
TOWN OF SANDWICH

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