

ORLEANS BOARD OF SELECTMEN
SPECIAL MEETING MINUTES

February 23, 2011

Approved on March 16, 2011

TOWN OF ORLEANS
TOWN CLERKS OFFICE
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A Joint Meeting of the Orleans Board of Selectmen and the Orleans Finance Committee was held on Wednesday, February 23, 2011 in the Nauset Room of the Orleans Town Hall at 6:30 P.M.

Call to Order (00:00:01)

Orleans Finance Committee Chairman Laurence Hayward called the special meeting of the Finance Committee to order and reminded members that the meeting would be recorded digitally and would be live on television.

Present for the Orleans Finance Committee were Chairman Laurence Hayward, Walter Bennett, Dale Fuller, Paul Rooker, John Hodgson, Ed Barr, Gwen Holden Kelly, and Mark Carron.

Call to Order (00:00:29)

Chairwoman Margie Fulcher called the special meeting of the Orleans Board of Selectmen to order.

Present were Chairwoman Margie Fulcher, Vice-Chairman Sims McGrath Jr., Clerk Jon R. Fuller, Selectwoman Susan B. Christie, Selectman David Dunford, Town Administrator John Kelly and Recording Secretary (pro tem) Lynda M. Burwell

Mrs. Fulcher asked for a moment of silence to remember John Stewart a long-time teacher at the Cape Cod Lighthouse Charter School, and noted that he had also taught at the Nauset Middle School.

Mr. Hayward announced that long-time member and former Chairman of the Finance Committee, Walter Bennett, will be retiring from that committee at the end of February. All present applauded Mr. Bennett for his many years of service to the Town of Orleans.

Public Hearing (00:02:20)

A Joint Public Hearing of the Orleans Board of Selectmen and the Orleans Finance Committee was held to hear public comment on the Capital Improvement Plan (CIP) for the Fiscal Years 2013 through 2017.

Mr. Hayward read the Public Hearing Notice as published in the Cape Codder and called the Public Hearing to order.

Presentation of Capital Improvement Plan (00:04:23)

Orleans Town Administrator John Kelly gave a brief power point presentation of the highlights of the Capital Improvement Plan (CIP).

Public Comment (00:12:30)

Mr. Hayward called for public comment.

Tom Finan of East Orleans inquired as to where the Police Station building fits into the Capital Improvement Plan. Mr. Kelly responded that it will be included in the Master Plan Facility Study scheduled for May.

Jimmy Dischner of 44 Heritage Drive addressed the new Habitat for Humanity house that will be built on Nickerson Road, and inquired if that house impact the amount indicated for Affordable Housing?

David Farquhar expressed concern with the item in FY12 of \$1,500,000 for implementation of the Comprehensive Wastewater Management Plan. He noted that it is somewhat of a contradiction in FY13 to allocate \$150,000 for the cost to study a decentralized system. He recommended that voters vote against implementing the CWMP until it is determined if a decentralized system will be instituted. Mr. Kelly explained that the \$1,500,000 is to possibly obtain land to construct the treatment plant and for the study of the design and construction of that facility. Mr. Hayward noted that the FY12 items are Capital Budget items to be discussed further at a Budget Hearing.

Allen McClennen, Chairman of the Open Space Committee put forward that the Capital Improvement Plan does not relate to Open Space as required by the Orleans Comprehensive Plan. He urged Board members to include \$1,500,000 in the FY13 – FY17 CIP for land acquisition in future years.

Brooks Woods of East Orleans spoke that the Town of Orleans cannot afford to buy open space and remove it from the tax rolls, and suggested that the amount shown in the plan be removed and reconsider it when the Town can afford it.

Stewart Broatch of East Orleans reviewed the budget for benefits to taxpayers. He expressed concern that the \$42,000,000 for wastewater infrastructure for just 560 homes will not benefit all taxpayers. He also discussed the outstanding debt of the Town and how it will affect property owners' taxes in future years if the CWMP is implemented.

Ken Mayo of Finlay Road discussed the Police Station and the Master Plan Facility Study. He inquired as to who would conduct the study; and after spending the \$50,000 for the study, what are the guarantees that the plan would be implemented. Mr. Kelly explained that the \$50,000 is for a professional architect/engineer to assess the facilities then the Board of Selectmen would review the report to determine how to prioritize the needs. Mr. Mayo noted that the Police Station is not big enough to handle certain issues and noted that they have also requested a full-time detective on weekends in their budget.

Tom Finan spoke that the results of the Police Station study previously conducted probably would not be changed by another study. He suggested that the study money be put back in the CIP to improve the current buildings.

Alan McClennen of South Orleans spoke about including the Maintenance/Dredging of the Pleasant Bay ACEC in the CIP. He also discussed the affect of low tides and high tides on the Pleasant Bay access entrances.

Tim Linkkila of Rock Harbor Road suggested that the Town use the study money of \$50,000 for repairs to the Parks, Highway, Water, and Harbormaster Departments. He recommends starting construction on those buildings needing improvement. Mr. Linkkila also discussed regionalization of equipment such as the street sweeper and basin cleaner; or contract out the work. Mr. Kelly addressed the issue of regionalization or contracting out certain services and/or equipment.

Bob Wilkinson expressed concern that some are concerned about keeping taxes down instead of investing in Orleans. Orleans' real estate is valuable because of the Town's planning to maintain its pristine water and beautiful environment. He noted that voters support open space purchases because it enhances the Town. He spoke about the wonderful school system and encouraged voters to support it.

Brooks Woods spoke about Highway Department charges for recurring expenses to be covered by overrides and inquired why those expenses are not built into their budget.

Tim Linkkila who previously spoke about regionalization asked if Orleans is considering regionalization of other services other than highway equipment. Mr. Kelly responded that the most discussed is police and fire services with Harwich, Brewster, and Chatham. There is a Cape-wide study of 911 services currently being discussed. He could discuss with Brewster and Eastham regarding equipment, and he noted that Eastham has expressed interest in water and wastewater discussions.

Barbara Nielson of East Orleans discussed items in two years of the CIP for design of the wastewater management system. Mr. Kelly explained that those amounts are shown in the CWMP to be implemented over six phases, with funding for each phase to be voted separately. Line items are for budgeting and planning purposes.

Mr. Hayward expressed appreciation for all members of the public for coming and commenting on the Capital Improvement Plan. Mrs. Fulcher noted the remarkable and diverse opinions expressed during the hearing. Mr. Hayward also expressed appreciation for Mr. Kelly's presentation and answers to several inquiries.

Public Hearing Closure (01:03:50)

Mr. Hayward announced closure of the Public Hearing.

On a motion by Mr. Bennett and seconded by Mr. Hodgson, the Finance Committee voted to close its meeting.

Mrs. Fulcher called for a short break.

Continued Review of CIP and Budget (01:05:60)

David Withrow, Finance Director, joined the Board of Selectmen for the balance of the meeting.

Mr. Kelly explained that the Board would discuss the budgets by specific departments and noted that the Board had already reviewed the four largest department budgets with department heads. He summarized the options available to the Board following this discussion.

Board members discussed the school department budgets and Mrs. Fulcher explained that certain of the budget items are required and the need to be supportive of the school budget issues. They spoke about the allocation of school choice income and discussed the costs for Special Education to which Mr. Kelly noted that it is an unfunded mandated expense to the towns. Board members discussed the large increases requested in the Orleans Elementary School (OES) and Nauset Regional School District budgets.

Mr. Withrow provided information on how he derived the School Building Assistance (SBA) money. He explained why the school budget affects the Town's ability to obtain property taxes to pay bond debt.

Mrs. Fulcher discussed the need for the OES to develop a capital plan for future planning.

Mr. Kelly discussed that the Region agreement was amended to provide for a dedicated amount for maintaining the regional buildings. However, OES does not have a dedicated budget item for the recurring expense of maintaining the building. It was suggested that the OES present their budgets earlier and Mr. Kelly noted that the School Committee is requested to present its budget in November like all other departments.

Departmental Budget Discussion (1:51:00)

122 – Town Administrator/Board of Selectmen

- \$25,000 to implement reorganization of the DPW
- \$6,000 increase in legal expense for contract negotiations.
- \$10,000 for a stipend to fund certain situations. If not used by the end of the year it returns to free cash.
- Advertisement expenses – Legal ads
- \$5,800 – Dues and costs involved for one Board member attendance at the MMA Conference. Mr. Kelly will explore the cost for all Board members to attend the conference in the future.

123 – Telecommunications

- All telephones in all buildings; costs are distributed back to individual departments.

124 - Media Operations

- Funds Channel 18, website, coordinator and two part time people to record meetings.
- Maintenance is to update and replace equipment.
- Funded by Comcast cable fees.

131 – Finance Committee –

- Level funded from Reserve Fund. Allows transferring funds from the Reserve Fund for Veteran's, OES expenses, and/or the snowplowing deficit funding.

135 – Finance Department

- An additional \$10,000 for a new, independent auditor for a three-year contract.

141 – Assessing Department

- Changes in budget address attendance by new Board of Assessors members at classes required to be certified.
- Town Clerk's office can no longer do passports because of Homeland Security issues. Assessor's Office will take over that responsibility.
- Many expenses are related to revaluation of properties.

145 – Tax Collector – no major changes.

151 – MIS – maintenance of computer equipment and software expenses.

161 – Town Clerk

- Police overtime for Town elections.
- Discussed need for two election officials at the same voting location.
- Budget allows expense for one Town Meeting per year.

171 – Conservation Commission

- Changes related to staffing adjustments
- Rental of the portable toilet facilities at Crystal Lake.

175 – Planning Department

- Decrease is related to not funding the full Assistant Town Planner salary.

176 – Zoning Board of Appeals – only meets when applications are filed

- Part-time support staff.
- Postage costs reimbursed by applicant but to the General Fund

195 – Town Meeting/Town Report

- One Town Meeting
- Fewer copies of Town Report printed

241 – Building Department – no changes, level funded.

- Discussed proposed increase in fees for Electrical and Plumbing Inspectors

242 – Building Code Board of Appeals – only meets when appeals are filed

291 – Civil Defense – covered with Police Department.

295 – Shellfish / Harbormaster Department

- Item to replace fuel dispensers at Rock Harbor
- \$15,000 Site improvements

300 – Orleans Elementary School – To be discussed.

310 – Nauset Regional School District – To be discussed.

330 – Cape Cod Regional Technical School

- Board members requested that the Orleans Representative to the CCRTHS report to the Board of Selectmen occasionally.

424 – Street Lights

- Only the cost of electricity for street lights.

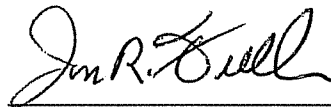
The budget discussion will continue at a future meeting.

Adjourn (03:11:50)

On a motion by Mr. Fuller and seconded by Mr. Dunford, the Board of Selectmen voted to adjourn this meeting at 9:42 P.M. The vote was 5-0-0.

Respectfully submitted,

Lynda M. Burwell

A handwritten signature in black ink, appearing to read "Jon R. Fuller", is written over a horizontal line.

Jon R. Fuller, Clerk